The following guidance is for Principal Investigators (PIs) who wish to include undergraduate students in essential research activities under the current modified operational conditions ending on Sept. 13, 2020.

PIs should carefully consider the risks associated with increasing the number of individuals on campus with the needs of their research program. PIs should ensure that undergraduates are conducting essential research as outlined below, or in direct support of ongoing laboratory research.

Undergraduate access requests apply to:

- Clemson undergraduate students ONLY. No undergraduate students from outside institutions or programs are permitted.
- Clemson undergraduate students who commute from their places of residence and DO NOT require university housing, dining, or other services.
- Undergraduate students who are / will be conducting research that requires the use of campus facilities and cannot be conducted remotely.
- Undergraduate students who are conducting research:
  - as part of a grant-funded project;
  - on a work-study program / employed by university;
  - for a scholarship requirement;
  - for a Creative Inquiry course requirement;
  - or for other projects that are requisites for graduation (i.e. honors college, etc.).

Research laboratory PIs should include undergraduate access requests in the weekly access request spreadsheet provided by College ADRs. The information will be reviewed by the VPR’s Committee for Essential Research Activities for approval. In the spreadsheet:

- Clearly indicate the undergraduate status of the student by highlighting the row in GREEN.
- Provide a clear justification for the request based on the criteria listed above.
- Enter all information requested in the format provided in examples.

Before submitting undergraduate information for review, please ensure that:

- Approved personnel are available during the proposed time period to provide supervision for undergraduates performing laboratory research;
- Sufficient personal protective equipment (PPE) is available for the full duration of the research period (anticipate supply shortages / delays);
- Alternate options for undergraduate students, such as conducting research support activities that can be conducted remotely, have been explored;
- The inclusion of additional lab personnel still permits for appropriate social distancing and schedule staggering as outlined for essential research operations;
- Undergraduate students have completed all required online or in-person safety training;
- Undergraduate students have completed all requirements for participation in the Fall term, including course registration, health coverage requirements, etc.
- Following approval, undergraduate students’ information should be entered into the PI’s BioRAFT page as active researchers for the Fall term.

Updated August 10, 2020