

**COVID-19 Recovery Steering Committee**

**EXCEPTION REQUEST FORM: IN-PERSON ACTIVITIES**

**DESAUTELS FACULTY OF MUSIC**

Please complete the form below to request an exception for off-campus activities. Please refer to the end of this document for governing principles. All requests must be submitted to Dr. Laura Loewen, Associate Dean (Undergraduate Programs) ([laura.loewen@umanitoba.ca](mailto:laura.loewen@umanitoba.ca)) ***at least 2 months in advance of the activity***.

**EXECUTIVE SUMMARY:**

**Brief Summary of the Activity:**

Circle one: Credit Recital or Jury Exam

**Requesting Unit:** Desautels Faculty of Music

**Date(s) of Activity\*:**

*\*Please submit requests at least 2 months in advance.*

Click or tap here to enter text.

**Date of submission:** Click to enter a date.

**Contact:** Click to enter text. **Email:** Click to enter text.

**Approved by Dean, Desautels Faculty of Music:** Click or tap here to enter text.

**ACTIVITY REQUEST**

1. **TYPE OF ACTIVITY REQUESTED:** Off-Campus Instructional
2. **DESCRIPTION OF ACTIVITY**

*Describe the proposed activity. Clearly articulate the names of* ***all*** *individuals associated with the proposed activity.*

Click to enter text.

1. **LOCATION OF ACTIVITY**

Off-Campus: Click to enter text.

1. **EXPECTED NUMBER OF STUDENTS/PARTICIPANTS (INCLUDE THE NAMES OF ALL INDIVIDUALS):**  Click to enter text.
2. **EXTERNAL / COMMUNITY PARTNER *(where applicable)***

Click to enter text.

1. **OPERATIONAL PLANS OR NEEDS**

*Outline operational plans/needs for the activity and how they comply with current provincial and University of Manitoba health and safety requirements (including caretaking, security, occupancy details and public health order requirements).*

*\*Note that all facets of any activity must adhere to all provincial and UM health and safety requirements and protocols in place at the time the activity occurs.*

Click or tap here to enter text.

1. **OTHER CONSIDERATIONS**

Click or tap here to enter text.

SUBMIT TO [LAURA.LOEWEN@UMANITOBA.CA](mailto:LAURA.LOEWEN@UMANITOBA.CA)

PRINCIPLES GOVERNING ACTIVITIES

**General Guidelines applicable to all Principles:**

* Approvals are subject to change based on the evolving provincial public health guidelines, COVID-19 risks and UM responses to these risks.
* Activities may not proceed unless approval is granted.
* A request for approval must be submitted to Dr. Laura Loewen ([laura.loewen@umanitoba.ca](mailto:laura.loewen@umanitoba.ca)) at least *two* months in advance of the planned activity