



**Chicago Theological Seminary
COVID-19 Response
Academic Matters**

What about my courses?

As of March 18, 2020 all CTS courses will be held online through the end of the semester, May 15, 2020. All courses will offer a Pass/Fail option in light of these extenuating circumstances. Many of you will want a letter grade. This is still available. Many of you will want to take the Pass/Fail option. Either is your choice. You should receive email and/or Canvas notices from your professors regarding coursework, grades, and procedures. Please make sure you are on your class Canvas site daily. If you experience technical issues with the Canvas, please contact justinkim@ctschicago.edu.

What if I need disabilities accommodations for my courses?

Please connect with your class professor, the Registrar, Tina Shelton, tina.shelton@ctschicago.edu, and Dean Crowder, sbcrowder@ctschicago.edu, about your specific needs.

What is the status of Reading Week?

Reading Week is still scheduled for March 23 through March 27, 2020. This is a time for students to catch up on work, get ahead and well, govern themselves accordingly. This is not a time for course make-up sessions or extra sessions. We all could use a moment to just be still.

What about other non-class days?

CTS is scheduled to be closed for the Christian observance of Good Friday on April 10, 2020. Passover, Ramadan, and many religious observances will also take place throughout the semester. As we are committed to interreligious engagement, please work with your respective professor noting when you will need to be absent due to religious observances.

I am coming up for Middler Review. What should I do?

Middler Review will still be held on April 30, 2020. Students in this category should have received an email with specific instructions on March 9th. There are two options at this time. The first is to focus on having all of the times completed by April 30th. Thus, instead of attempting to meet multiple deadlines between now and then, just focus on that one. The other options would be to delay your Middler Review until the Fall 2020 semester. If you have questions about Middler Review, please contact the Interim MDiv-DMin Director, Dr. Christophe Ringer, at christophe.ringer@ctschicago.edu or the Registrar, Tina Shelton, at tina.shelton@ctschicago.edu.

What about my PhD exams?

Contact Associate Dean and PhD Center Director, Dr. Emily Vogt, at evogt@ctschicago.edu. Also connect with your PhD advisor.

Is the Learning Commons open?

As the CTS building will be closed, and all staff will be working remotely starting March 18, 2020 through April 13, 2020, the Learning Commons will be closed. However, you may still access its various databases. The good news is that you can also access course reserve readings. Simply click on the [link to course reserves](#), find your course and see if the readings are available as an ebook. To access ebooks you will be prompted to authenticate. Please use your CTS email username and password to access resources. The Learning Commons can do limited scans of reading materials that are not available in digital format and can provide virtual reference services via email and Zoom. If students need research assistance, you can still reach out and request help. Please email library@ctschicago.edu if you require assistance.

What should I do about Summer 2020 and Fall 2020 registration?

Registration for Summer 2020 and Fall 2020 will still take place on April 20 through April 24, 2020. See the website for a [list of courses](#). I would highly recommend that you connect with your assigned faculty advisor about classes and next academic steps. If you don't know who your advisor is or have general questions about registration, please contact the Registrar, Tina Shelton, at tina.shelton@ctschicago.edu.

What if I registered for a Summer 2020 study tour or hybrid course?

Drs. Rachel Mikva and Christophe Ringer are connecting with students about the CTS Justice at the Intersections course. Munir Shaikh, munir.shaikh@ctschicago.edu, is the contact for the Bayan hybrid courses.

What if I owe a balance? Will I still be able to register for Summer 2020 and Fall 2020?

CTS is deferring payment of current balances that would preclude a student from being able to register until September 8, 2020. Therefore, students who have a balance at the time of Summer 2020 and Fall 2020 registration will be allowed to register, but must have paid and/or outlined some repayment process with CTS no later than September 8, 2020. Please connect with the Financial Aid Coordinator, Josh Larson, at josh.larson@ctschicago.edu. Additionally check with the CTS Controller, Michele Carr, mcarr@ctschicago.edu, for balance inquiries and questions about payment plans pre this pandemic.

What about campus events?

As the CTS building is closed March 18, 2020 through April 13, 2020, all campus events are cancelled. Administration will determine next steps prior to April 13th. However, students can still submit sermons for the G. Campbell Morgan Preaching Award. The deadline is extended to March 31, 2020. Sermons may be submitted to either Dean Crowder, sbcrowder@ctschicago.edu or Kim Johnson in the President's Office, kjohnson@ctschicago.edu.

I am supposed to graduate this spring. What about Commencement?

CTS is considering one of three options regarding Commencement: Online format on May 15, 2020; Outside or inside venue on June 15, 2020; or Commencement Convocation for September 9, 2020. Students impacted by this have been asked to share their thoughts. More is forthcoming.

What if I need to talk to someone?

If you have questions about your classes, please go directly to the respective professor. If no answer, feel free to contact the Academic Dean, Stephanie Buckhanon Crowder, at sbcrowder@ctsichicago.edu . If you have pastoral or spiritual concerns, please connect with the new Asst. Director of Spiritual Formation and Community Engagement, Amy Aschliman, amy.aschliman@ctsichicago.edu .

We will get through this. We hear you. We see you.