



Kingwood

Student Information Sheet—Fall 2020

Fall 2020 Notice: Check with your instructor about when your class at Kingwood will meet in person.

Location

UHD at Kingwood College

20000 Kingwood Drive, SCC 113
Kingwood, TX 77339
281-318-4339

E-mail

Mandy Danley – danleym@uhd.edu

Map of Campus

<http://www.lonestar.edu/maps-kingwood.htm>

Directions

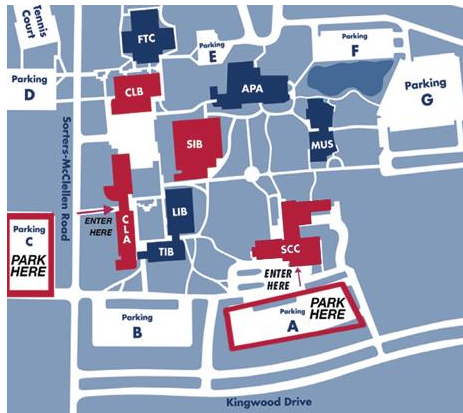
From Beltway 8

Drive north on US 59N
Continue north of FM 1960
Exit Kingwood Drive.
Proceed to the light and turn left.
Proceed straight until you see entrance to Kingwood College
Turn right into Parking Lot A or B (Faculty/Staff Parking)

Parking

Students and visitors are no longer required to obtain a parking permit. Parking is permitted in student parking areas only. Parking permits are required on all vehicles to park in designated areas for faculty/staff, and tenants. IF you already have a UHD “hang tag” for parking, you will not need another one for LSC. Faculty/Staff can obtain information on how to request a parking permit by going to <http://www.lonestar.edu/parking.htm> Please note this permit is only good on the Lone Star campuses and is not valid for the downtown parking facilities. If you prefer a window sticker, please request one through Mandy.

NOTE for Fall 2020: All students, Staff and Faculty must park in Lots A or C located on Kingwood Drive and Sorters-McClelland Road respectively. (See map below illustrating buildings and parking lots). **LSC asks that students not arrive on campus more than 30 minutes before the start of class.** (see illustration below).



COVID-19 Requirements for Access and Reporting

1. In the event of COVID-19 exposure and/or if symptoms occur while on campus, LSC/UHD will follow CDC guidelines and ask that you self-isolate. You must also self-report ([see links to forms in #7 below](#)).
2. Upon arrival [at LSC-Kingwood](#), you will be required to pick up Personal Protective Equipment (PPE)—otherwise known as a **MASK!** Please note that all students [and faculty](#) must wear a face mask (you are permitted to wear your own if you so choose). Additionally, **failure to wear a mask is a violation of the UHD Code of Student Conduct**. Please be safe and wear a mask! Other PPE equipment such as [gloves](#) will not be mandatory.
3. You will also be required to complete a **health declaration form for LSC** ([in addition to the mandatory training for UHD that can be accessed through myUHD](#)). **This must be completed on the day of your arrival and NOT the day before!** A new health declaration form will be required [every day you attend class come to campus](#). To expedite your entry to the CLA and SCC buildings, we encourage you to use your electronic device to access these forms (see links below) to obtain the health declaration form upon arrival. Posters containing the QR code will be posted at the main entrances of the CLA and SCC building. Simply scan the following QR code and it will take you directly to the forms. You can also access both forms online on the LSC-Kingwood website:

English - <https://lonestar.edu/hd-en>
Spanish - <https://lonestar.edu/hd-es>
4. A check-in representative will verify your name as you approach the table. Hard copies of the Health Declaration forms will also be available at the check-in tables.
5. Before entering the CLA and SCC buildings each day, you will be required to undergo a health screening. **You will not be allowed inside if your temperature exceeds 100.4 degrees**. Please note that this daily check-in process is **MANDATORY**. Once you have been cleared, we ask you to go to your assigned classroom. For your safety, no lingering/loitering on campus will be permitted before or after class. Classrooms have been rearranged to allow for proper social

distancing. **Please do not sit at any location that has a blue 'X' so we can provide you the proper distance between classmates.**

6. [UHD](#) Student Health Services will answer health- related questions by phone – 713-221-8137
7. [UHD](#) Students, Faculty and Staff must report COVID-19 diagnosis and possible exposure [to UHD](#). In addition, individuals who have been quarantined must request permission to return to campus.
[COVID-19 Diagnosis or Symptoms](#)
[COVID-19 Exposure](#)
[Request Permission to Return to Campus](#)

Room Explanation

APA 115

APA – Administration & Performing Arts Building 115 – First floor, Room 15

~~Classrooms~~Classroom Location

UHD classes may be scheduled in any building on the Kingwood Campus. The classroom assignment will appear in the class notes that are highlighted in yellow below the class information and NOT under the ROOM Heading.

****Computer Access****

In order to gain access to the computer and internet/wireless network on the LSC Kingwood campus, you must provide your Harris County or Montgomery County library card to the LSC library on campus. In turn, LSC will issue you a permanent access code. If you cannot provide this, you will only be granted a one day guest pass with a valid identification card.

LSC Wi-Fi

When you attempt to log into the new LoneStar wireless network using your personal laptop, tablet or smartphone, you will be prompted to log in with a username and password. This will apply to all faculty, staff and students. If you do not have access, please go to the library on campus to sign up for access.

IT Services

The IT department is available until 7:00pm and is located on the first floor of the CLA building, room 119. Their contact phone is 832-813-6600. UHD IT related issues should be called into the UHD Help Desk at 713-221-8031 or email Marcelo Saldivia at Saldiviai@uhd.edu.

Textbooks

For information about books and book orders, please contact Mandy Danley at danleym@uhd.edu. The UHD Bookstore downtown is an E-Follett store. Barnes and Noble Bookstore is located at Kingwood College [but for fall 2020 the bookstore will be virtual until further notice](#). Book orders are turned into each one separately.

Food Service

There is no food service at night [and other services may be limited due to COVID-19 plans—please check LSC sites for accurate information](#). There are vending machines located in each building but they are empty due to the COVID 19 situation.

Copier Code & CPU/Print Lab

UHD students and professors are able to access computers and print in the UHD computer lab located in CLA 104. The lab will open 9/8. For the Fall 2020 semester, the hours are Monday through Thursday 4pm-9pm. Students wishing to use the lab on any day they do not have a class must send a request a minimum of 24 hours ahead of

the day needed, to Mandy Danley (danleym@uhd.edu) to allow their name to be added to the building access list for the day.

Textbooks

The UHD Bookstore downtown is an E-Follett store. Barnes and Noble Bookstore is located at Kingwood College—it is currently fully virtual until further notice; please check on LSC website for possible opening in the future.

Student Computer Lab

A computer lab is available in **CLA for students** plus several other open computers are available in Dr. Nelson's office in SCC. Computers, scanner and printing are available.

UHD Kingwood Advising

For advising assistance please email KWAdvising@uhd.edu or the Kingwood advisor, Mandy Danley (danleym@uhd.edu) directly. Please ensure that you email from your UHD Gatormail for the most detailed information regarding your personal academic records. You may also schedule an advising appointment through Navigate. You may request a zoom appointment if you need more personal assistance.

[Zoom Information](#)

[Schedule an Appointment](#)

[How to Search, Identify and Register for Classes](#)

[Help with scheduling an appointment](#) (pdf)