

**Management Career Services – Update #1 to Winter 2020 Employers**

March 16<sup>th</sup>, 2020

Good day,

Given the ongoing and amplified concerns surrounding COVID-19, Dalhousie Management Career Services is contacting you to provide you with information regarding your winter 2020 co-op student(s). We understand that many workplaces are updating their individual policies, from work-from-home plans to complete office closures, in an effort to mitigate the potential impact on public health.

If your company is providing work-from-home capacity for your regular employees, we encourage you to extend this opportunity to your student employees if possible. We also understand that in some organizations, it is no longer plausible to continue employment of co-op students. If this is the case for your organization, please advise Dalhousie Management Career Services immediately at [mcs@dal.ca](mailto:mcs@dal.ca).

At this point in the academic semester, most students have not yet reached their minimum of a 12-week work-term. Please note that no student's progression in their academic program will be delayed due to circumstances beyond their control. Communications will be sent to co-op students through their Dalhousie email. Please encourage your co-op student employee(s) to check this email frequently for updates from our office.

We will send further communications to all employers who have already begun the hiring process for summer 2020, or have otherwise indicated to our office that they will hire students.

The safety and well-being of our students remains our number one priority. Information on Dalhousie's response (updated today at 10:45am) is available at: <https://www.dal.ca/novel-coronavirus.html>

Sincerely,

Robert Wooden  
Director, Management Career Services