

## **University Advancement Announcement on Donations**

On March 17, 2020, the University announced plans to temporarily transition to work remotely for most employees through Sunday, April 5. However, with President Trump's Sunday announcement, President Robinson extended the University's remote working to April 30.

In the interest of safety and preventing the spread of COVID-19, we are further reducing our time in the office to one day a week starting April 3 to process checks received in the mail and their corresponding receipts and acknowledgement letters. During this time, everyone who makes an online gift will only receive the online acknowledgement receipt. When we return to our normal hours of operation, we will send additional thank you letters to everyone that has supported us during this time.