



University  
of Windsor

## Travel Plan from a Canadian International Airport to

## the University of Windsor AND 14-Day Quarantine Plan – Template

Last updated as November 9, 2020

### **PLEASE REVIEW CAREFULLY:**

Please note that the University of Windsor is closed during the December holiday break. This means that the University is closed, and staff are not working from December 23<sup>rd</sup> to January 3<sup>rd</sup>. As a result, you can expect some delay in replies during this time. Please use [intlarrivals@uwindsor.ca](mailto:intlarrivals@uwindsor.ca) for the best chance of timely reply.

Unless you have made your own arrangements to quarantine in an off-campus location, it is recommended that you do not travel to Windsor between the dates of December 23 and January 3. UWindsor's residences will not offer its quarantine program during this period. UWindsor has a relationship with local hotels where students can stay over for their 14-day quarantine, but because the University will be closed, you may be required to stay in this hotel for a longer period of time than you were anticipating depending on when you arrive in Windsor during December. If you wish to quarantine in one of UWindsor's affiliated hotels, please visit the International Student Centre's [website](#) for details. You are free to quarantine at an off-campus location (e.g., your rented apartment, a family member's home, an AirBnB, etc) in so long as this location and your quarantine plan is approved by Canada Border Services Agency upon your arrival into Canada. Carefully reviewing and completing this template will help with the approval processes.

### **PLEASE CAREFULLY REVIEW AND COMPLETE ALL SECTIONS.**

#### **THIS DOCUMENT HAS THREE (3) SECTIONS:**

- **SECTION 1: ELECTRONICALLY SIGN AN ATTESTATION YOU WILL COMPLY CANADA'S QUARANTINE REQUIREMENTS.**
- **SECTION 2: (STEPS 1-3) CONCERNS YOUR TRAVEL FROM THE AIRPORT TO YOUR QUARANTINE LOCATION.**
- **SECTION 3: (STEPS 4-5) CONCERNS YOUR 14-DAY QUARANTINE PLAN.**

Please complete this form and print it off and ensure you have made all the travel arrangements necessary before you leave for Canada. This plan will need to be presented to a Canada Border Services Agency (CBSA) officer upon your arrival at Pearson International Airport in Toronto or whichever Canadian airport you arrive at.

There are several steps you will need to follow in order to travel to Windsor and then quarantine upon your arrival. This document will outline the actions you need to take step-by-step.

As a reminder, during your travel, be sure to adhere to social distancing measures by wearing a face mask and maintaining two meters between yourself and others at all times. Be sure to wash your hands frequently and avoid touching your face.

The Government of Canada has created two apps in support of managing COVID-19. It is strongly recommended you download them and review them before your arrival in Canada.

- 1) As of November 21, 2020, the [ArriveCAN](#) app must be downloaded and your travel information must be inputted before you board your flight to Canada. Through the ArriveCAN app you will need to provide your travel and contact information, information about your quarantine plan, and complete a COVID-19 symptom self-assessment. An officer from the Canada Border Services Agency will verify this information upon your arrival to Canada. Completing the ArriveCan in advance of your arrival will speed up your time going through customs.
- 2) The [COVID Alert](#) app uses Bluetooth technology to determine if you've been close to anyone who has had COVID-19. It is completely anonymous and designed to help *you* remain safe and be proactive regarding your wellness.

#### **Tracking your Trip from your Canadian Entry Airport to Windsor (or your Quarantine Location):**

Upon arriving in Canada, it is required that you log various parts of your trip to Windsor (or wherever you are completing your quarantine). Make notes on this document or on your phone so you can better remember your journey (e.g. what was your seat number on the plane, where did you sit in the shuttle, what was the car number of your taxi). In the event you develop COVID-19 once arriving in Canada, public health officials will need this information to follow up with any individuals you may have been in contact with when travelling. This is a public health standard procedure and helps manage the spread of the virus. Your cooperation in tracking your journey is greatly appreciated.

**Complete this document and submit it to the International Student Centre (ISC) using the following [LINK](#) at least 48-hours prior to starting your journey to Canada.**

## **SECTION 1: Attestation**

It is mandatory that you attest (that you agree) to the following:

I \_\_\_\_\_ on this date \_\_\_\_\_ attest that I have read this document in full and understand the pre-arrival and 14-day quarantine requirements that I am required to follow which have been placed on me by the University of Windsor, which is following the direction of Government of Canada and the Government of Ontario. I further understand that should anything in this document be unclear, I will contact the University of Windsor to obtain clarification and any support I may need so that I am able to comply with the requirements outlined in this document.

## SECTION 2:

### Steps 1 to 3 – Your trip from the airport to your quarantine location

Name (print clearly or type):	
Phone number where you can be reached in Canada (if available):	
Email address that you check most frequently:	
Country and city of origin:	

**Bring several masks with you on the plane. You will need to wear a mask when travelling. Once your plane lands, pick up your luggage at the baggage claim and proceed through customs. Have this completed document with you in your hand.**

#### **Step 1: Travel from Toronto International Airport or another Canadian Airport**

Arrival Airport:	
Projected date and time of arrival at Airport:	
If arriving in Toronto – which Terminal are you arriving?	
Are you traveling to any other Canadian airports? If yes, provide details on your flight time (departure and arrival time)	

---

## **Step 2: Transportation from airport to your quarantine location**

Date of travel:	
Destination:	
Mode of Transportation (e.g., train, personal, family member, taxi, Uber):	
Departure Time:	
Arrival Time at Destination:	

If travelling to Windsor, we encourage you to consider flying to Windsor airport (YQG). If you're arriving in Canada via Toronto, we also recommend the RobertQ airport shuttle, which requires a [reservation](#) in advance of your arrival to Canada. **NOTE: You are required to travel from your entry point into Canada directly to the location where you will quarantine.**

---

## **Step 3: Take a Taxi or Uber from the Windsor Airport OR the Robert Q drop off in Windsor DIRECTLY to your quarantine location**

If you are not quarantining in Windsor, you will find similar types of transportation options in whichever city you arrive. Whichever transportation you use, always wear a mask and social distance (2 meters) where possible.

There are several taxi options available in Windsor. You can pay by credit card or cash. Your taxi driver or Uber driver will know how to get to your hotel or where Alumni Hall or Cartier Hall is if you will be staying on campus.

**You must take your cab or Uber DIRECTLY to your quarantine location and start your 14-day quarantine period immediately upon your arrival.**

Contact numbers for taxi companies:

- Vets Cab (519) 256-2621
- Canadian Checker Cab (519) 254-7777
- Courtesy Transportation (519) 977-9700
- Uber (ensure app is downloaded onto your phone and you have mobile data service in Canada)

If you are living off-campus, the cost of your taxis or Uber ride will depend on the location of your place of residence or hotel.

If you are living in a UWindsor residence, proceed directly to Alumni Hall or Cartier Hall. To check-in, please call the Resident Assistant (RA) at 226-347-4302 and they will meet you and give you access to your room.

**REMEMBER:** Residence will not be accepting students to quarantine during the dates of December 3 to January 4. If you arrive in Windsor during this period, you will have to quarantine at an off-campus location by making your own arrangements or stay in hotel that has an affiliated program with UWindsor.

---

## SECTION 3:

### Steps 4 and 5 - Your 14-Day Quarantine Plan

#### **Step 4: Quarantine Location (On-Campus/Residence OR Off-Campus)**

As per directions from Health Canada, anyone who is coming/returning to Canada from travelling abroad **MUST** quarantine for 14-days. This means you must stay in your place of residence for 14-days and must not leave.

If you have a Residence room at UWindsor booked please complete section **A**, if you are going to quarantine in off-campus or outside of Windsor please complete section **B**.

#### **A) Complete if Quarantining On-Campus in Residence:**

<b>Place of Residence in Windsor</b> (complete the missing fields below)	
Address of Residence: (indicate Alumni or Cartier Hall and your assigned room number):	
Planned check in time:	
Food – How will you feed yourself for 14-days?	<b>You will be able to order food for delivery to your quarantine room. Fees for meals will be deducted from your meal plan.</b>
Medications and other basic necessities?	<b>The University of Windsor will provide you with any required necessities that you may need during your quarantine period.</b>

You are only able to quarantine on-campus if you are staying at a UWindsor Residence for the entire semester. Please note that students staying in Residence need to arrive in Windsor before the holiday period of December 3<sup>rd</sup>, 2020 or after January 4<sup>th</sup>, 2021. Please contact [resservices@uwindsor.ca](mailto:resservices@uwindsor.ca) for more details.

If you arrive in Windsor during the holiday period (between Dec. 3<sup>rd</sup> and January 4<sup>th</sup>), you will need to make alternate arrangements for your quarantine period. The University of Windsor has agreements with a hotel in Windsor and in Toronto that should be able to accommodate you for your quarantine. For more information on UWindsor's hotel option visit: <https://www.uwindsor.ca/international-student-centre/>

**NOTE:** regardless of where you are staying, your location and quarantine plan will need to be approved by the Canada Border Services Agency upon your arrival into Canada.

**B) Complete If Quarantining Off-Campus in a Private residence, Rental property, or a Hotel:**

UWindsor has established an agreement with off-campus hotel chains that will allow you to quarantine for a competitive rate that includes food. For more information on UWindsor’s hotel options visit:

<https://www.uwindsor.ca/international-student-centre/>

For information on finding a house, apartment or room off-campus, visit the university’s off-campus housing page: <https://www.uwindsor.ca/success/off-campus-housing/298/im-deciding-perfect-place>

<b>Quarantine Location</b> (complete each the fields below)	
Address: - Street number and name - City - Postal code	
Type of residence: (e.g., rented house or apartment, temporarily staying with a fellow student(s), family, or a hotel)	
Planned arrival time:	
Food – how will you feed yourself for 14-days?	
Other basic necessities - how will you obtain them?	

If you are quarantining off-campus, be sure to have sufficient cash, a debit card and/or credit card in order to pay for food and any other necessities you need delivered. There are many restaurants, grocery stores, and drug stores that will deliver for a reasonable added cost.

**IMPORTANT:** If you are planning to quarantine in an off-campus location where there are already people residing, your living situation must be such that you can isolate yourself from others living in that house. For example, if you are sharing a room with another person, arrangements must be in place to isolate yourself such that the Canadian Border Services Agency will allow you into the country. Student plans that show that they are living in “communal settings” will be scrutinized carefully by Border Services, as will any student who is living with a vulnerable person (e.g., a person with diabetes or a person over a certain age).

## Step 5: How to Quarantine

The following are the latest quarantine information from Health Canada: <https://www.canada.ca/en/public-health/services/diseases/2019-novel-coronavirus-infection/prevention-risks.html>

Failure to follow these directions could result in fines and/or criminal charges under Canada's Quarantine Act:

- Quarantine rules are being enforced - <https://www.canada.ca/en/department-justice/news/2020/04/government-of-canada-further-facilitates-enforcement-of-the-federal-quarantine-act.html>.
- Students who have not followed the rules have been fined - <https://atlantic.ctvnews.ca/university-student-fined-1-000-for-failing-to-self-isolate-antigonish-rcmp-1.5081264>

The Government of Canada, the Government of Ontario, and the University of Windsor take these directives seriously and it is the University's expectation that students will make their very best efforts to follow the following quarantine directives once you have started your 14-day quarantine:

### Stay Home:

- Do not use public transportation, taxis or rideshares
- Do not go to work, school or other public places
- Order food to your place of residence. There are many restaurants and food vendors close to campus.
- Order groceries and other needed items online or send a roommate/friend to the store for you.

### Avoid Contact with Others, Including Housemates or Neighbors in Residence:

- No visitors unless essential (e.g., health care providers)
- As much as possible, stay in a separate room from other people in your home and use a separate bathroom if you have one
- If these steps are not possible, keep a distance of at least two meters from others at all times and wear a mask

### Personal Care:

- Keep your distance from others – a minimum of 2 meters
- Cover your mouth and nose with a tissue to cough or sneeze or blow into your elbow if you do not have a tissue. Throw used tissue in the trash.
- When outside of your room, wear a mask over your nose and mouth.
- Visit Ontario Public Health (<https://www.publichealthontario.ca/-/media/documents/ncov/factsheet-covid-19-how-to-self-isolate.pdf?la=en>) for further information on how to quarantine.
- If you develop any COVID-19 related symptoms call UWindsor's Student Health Services at: 519-973-7002 regardless of where you are quarantining (e.g., Windsor or Toronto). **Important:** Student Health Services is not accepting in-person appointments at this time. Do not attend Student Health Services in-person unless directed to by a University physician.

## COVID-19 Testing:

- As per government directive, all students are required to get tested for COVID-19 once they arrive in Canada at their quarantine location.
- This testing must happen between the day of your arrival and the 14th day of your quarantine. Even if you receive a negative test result, you still must continue to quarantine for the entire 14 days. You cannot leave your quarantine (after the 14 days) without having a negative test.
- The university will send you testing information and locations once you arrive at your quarantine location.

## Questions?

Before you arrive in Canada, you will communicate with the following units for the following issues:

**International Student Centre:** [isc@uwindsor.ca](mailto:isc@uwindsor.ca) for all study permit, visa, health insurance or off-campus housing issues or questions you may have. Email: [gship@uwindsor.ca](mailto:gship@uwindsor.ca) to ensure that your mandatory health insurance plan is activated for your arrival. For inquiries related to your travel and to notify us of your travel plan, email: [intlarrivals@uwindsor.ca](mailto:intlarrivals@uwindsor.ca)

**Residence Services:** [resservices@uwindsor.ca](mailto:resservices@uwindsor.ca) if you are quarantining on campus when you first arrive in Windsor.

If you arrive in Canada and you **urgently** need to speak to someone, call the University of Windsor's Campus Community Police. Keep in mind Campus Police are in Windsor and they cannot leave campus, but they will try their best to assist you over the phone. If you have a good travel plan in place, you should not have any major issues.

**Campus Community Police:** can be reached 24-hours a day at: 519-253-3000 extension 1234.