March 13, 2020

Dear Campus Community,

I would like to share with you the following upcoming schedule for classes from the Workforce Education Institute including Adult Education and Community Education.

**Adult Education**, including the high school equivalency (HiSET and GED) as well as English Speakers of Other Languages (ESOL), will have the following schedule:

- **Monday, March 16 through Friday, March 20**: Adult Education classes will meet during regularly scheduled days, times and locations in a face-to-face setting. During this week, staff will focus on readying students for the delivery of online/remote instruction. This time should be spent ensuring students feel confident with the online resources that have been designated for the class, including Bristol email accounts.
- **Monday, March 23 through Friday, April 3**: Adult Education classes will move to remote learning according to the established Instructional Continuity Plan at the Program.

If you have any questions about Adult Education courses, please contact Nancy Labonte at 774.357.2274 or Nancy.Labonte@BristolCC.edu.

**Community Education**, including Certified Nursing Assistant, Real Estate Sales Exam Prep, Medical Interpreting and professional development courses, will have the following schedule:

- **Monday, March 16 through Friday, March 20**: Community Education classes will meet during regularly scheduled days, times, and locations in a face-to-face setting. Students and staff should adhere to the existing program schedule per usual during this week.
- **Monday, March 23 through Friday, April 3**: Community Education offerings will be temporarily put on hold. Certified Nursing Assistant, Real Estate Sales Exam Prep, Medical Interpreting and professional development courses including the Professional Supervisor will be suspended until the campus reopens for face-to-face course offerings. Students and staff should monitor their email during this period for continued updates as to when face-to-face classes will reconvene.

If you have any questions about Community Education courses, please contact Steven Goulet at 774.357.2097 or Steven.Goulet@BristolCC.edu.

Please check BristolCC.edu/Coronavirus for updates. We will continue to clarify and communicate as much as possible. Please feel free to contact me with any questions.

Thank you,

Jennifer

Jennifer Menard | Interim Vice President, External Affairs
Bristol Community College | 777 Elsbree Street, Fall River, MA 02720 | D208
774.357.2977 / Jennifer.Menard@BristolCC.edu