Expectations & Guidelines
for Students

It is expected that students adhere to the safety rules established for Central Carolina Technical College. Student violations of the CCTC COVID-19 guidelines will be addressed through the Code of Conduct.

Spring 2021

In order to help protect the health, safety and well-being of our students and employees, while continuing to advance the mission of the college, Central Carolina Technical College's spring 2021 schedule will be a combination of hybrid, in-person (face-to-face), online and Zoom.

In-person (face-to-face) courses will be prioritized for lab/shop courses in select career and technical programs for which online instruction is not feasible.

The current formats allow for modifications as we make adjustments to protect the safety and well-being of our students and employees. The college is committed to bringing back more in-person classes once the virus is no longer a threat.

Students will be notified of any changes to their schedules. Students will also receive course-specific scheduling information from their instructors. After classes begin, CCTC will regularly evaluate conditions if changes are necessary.

Hybrid - choose to attend in person or via Zoom. Also includes online coursework. Section examples: *H*20, Z*H*1, Z*H*2, etc.

Face-to-face - meet at a scheduled time on campus in a traditional classroom setting while observing social distancing guidelines and wearing a required face mask/covering. Section examples: 100, 101, 200, etc.

Online - no scheduled class meetings. Coursework does have deadlines for assignments, quizzes and tests. Section examples: *D*20, *D*40, *D*60, etc.

Zoom - class meets virtually at a scheduled time as listed on the schedule via Zoom. Section examples: *Z*20, *Z*21, *Z*23, etc.

*All formats have assignments with required deadlines.

CCTC course options are subject to change based on COVID-19 and maximum classroom capacities.

Monitoring COVID-19

If you are sick or have symptoms of COVID-19, stay home, notify your instructor(s) and do not come to campus until the college receives documentation from you for a negative COVID-19 test or you have quarantined for 14 days. Your instructors will be flexible and allow alternatives for assignment or course completion. You are advised to seek medical attention if your symptoms are severe or persistent.
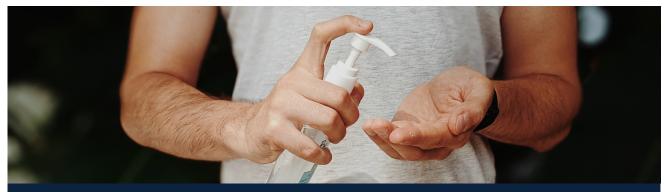
Students should stay home:
- If you have experienced any new or worsening flu-like symptoms such as fever, cough or shortness of breath.
- If you have traveled in the last 14 days or have had family members travel in an airplane or to high-risk areas for transmission of COVID-19.
- Have been in close contact with someone under evaluation for COVID-19 or with someone who has a confirmed infection of COVID-19.

Safety Practices

Face Masks/Face Coverings: Face masks/coverings must be worn on campus. Central Carolina Technical College will provide appropriate face masks to students who do not have one.

Handwashing: Wash your hands often with soap and water for at least 20 seconds. If soap and water are not readily available, use a hand sanitizer that contains at least 60% alcohol. Avoid touching your eyes, nose and mouth, and wash your hands after touching your face. Hand sanitizing stations will be located in high traffic areas on campus.

Social Distancing: People without symptoms may be able to spread the virus. Stay at least six feet (about two arm's length) from other people. Do not gather in groups. Stay out of crowded places and avoid mass gatherings.

Questions?

General Questions about Admissions and Financial Aid
- Use the Uchat feature on the college website
- Questions about Admissions: admissions@cctech.edu
- Questions about Financial Aid: finaid@cctech.edu

Concerns about face-to-face classes or labs
- Contact your Instructor or Dean

Issues with individuals not practicing social distancing or other college guidelines or areas that need to be sanitized
- Contact security: securityoffice@cctech.edu

Scheduling meetings with CCTC staff
- Virtual visit: cctech.edu/zoom-meetings or email admissions@cctech.edu
- In-person visit: QLess (use your phone camera to scan the QR code provided to the right)