



Center for Employment Training

Central Administration

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March 23, 2020

Dear Center for Employment Training Students:

As we close out the first week of dealing with government imposed prevention measures for the Coronavirus, we want you to remind you that we are supportive of our CET family as each one of you meet the challenges of continuing with your instructional program while caring for you and your families.

To minimize possible exposure to the COVID-19 virus and to avoid the total disruption of your studies, CET has implemented a procedure for email or online delivery of homework assignments from your instructors to you and for the electronic transmission of completed homework from you to instructors. CET faculty will stay in touch with you on selected homework assignments via CET's Canvas LMS announcements, discussion boards, assignments, and email features.

We ask that you keep open any lines of communication with your instructor(s). Times like these stress the importance of being able to communicate effectively through any available channels: Facebook, Canvas, email, smart phone, etc.

Here are additional suggestions for keeping connected and current with your instructional program:

- Use CET's Facebook page to keep up to date. If you have any questions, please reach out to us via phone or Facebook.
- Make sure you communicate with your instructor(s) or appropriate staff if you have any questions.

Many people are unable to work under the given shelter in place orders; financial situations may suffer. Educate yourself and look to CA: <https://www.edd.ca.gov/>, TX: <https://twc.texas.gov/>, or VA: <http://www.vec.virginia.gov/> for more information on unemployment.

The Center for Disease Control website (<https://www.cdc.gov/>) is a great source of information and can offer a variety of health and safety tips. Check your county's website which offers a list of local resources.

We will continue monitoring our local county/government websites and taking any actions necessary based on the situation. Remember, you are not alone during these times and we here at CET will do what we can to help you through these times.

Thank you all for your support and patience during these difficult times. Let's stay optimistic as we work together to help limit the spread of virus. We will inform you when CET will resume regular instruction.

Respectfully,

Pascal Do
Chief Operations Officer