

Thursday, April 2, 2020

I hope that this message finds you well, safe, and healthy.

As you are no doubt aware, following the direction of provincial health authorities and the BC Ministry of Education, CLOC remains closed to instruction indefinitely, due to efforts to reduce the spread of the Covid-19 virus. To confirm, this means that there will be *no in-person instruction or assessments* available to students until further notice.

Right now, teachers of all *self-paced* and *self-paced* online classes are working to determine how they will proceed with assessments and instruction until we are able to have students return in person to CLOC. In the coming days, teachers will be in touch with you by email to touch base and let you know about what is happening in their classes. The BC Ministry of Education guidelines have stated that we expect plans to be put in place by the middle of April for students to continue with their learning. Some classes *may* be able to provide information about continuing your studies earlier.

It is important to note that your assessment and course instruction make look different from what you were expecting from your course introduction and outlines. All expectations of [Coquitlam Open Learning's Academic Integrity](#) guidelines remain in place, regardless of how assessments occur, moving forward.

Please be aware that we are not able to expedite completion of courses for post-secondary admissions. Post-secondary institutions are aware and experiencing their own delays in admissions processes due to the pandemic. If you have specific questions about post-secondary admissions, please contact directly the post-secondary institution to which you are applying.

Note that we have temporarily suspended new registrations in order to determine our processes for continuing forward with our current students. If you registered for a class during spring break, your registration will be loaded within a few days. We ask for your patience as we work through the restructuring of our course delivery. Teachers are working to determine alternate sources of materials from textbooks for those courses that have them. We will provide more information about that as soon as possible.

During this unusual time, office staff may not be available to answer queries during limited office hours. Please *do not* come to CLOC unless an appointment

has been made and specific arrangements for physical distancing protocols have been prearranged.

Our counsellor and academic advisor, Patrick Okada, is still happy to help you with your course planning or other concerns. If you would like an appointment with Patrick, please send an email to CLOCOffice@sd43.bc.ca Your request will be passed along to Patrick and he will arrange to speak with you by telephone or other means.

I recognize this is a departure from our usual practices and from your experiences to date with studying at CLOC. We are working very hard to ensure students will be able to complete courses as effectively as possible.

Please regularly check the [Coquitlam Continuing Education website \(www.ce43.com\)](http://www.ce43.com) for updates. Please also check the [CLOC Information page](#), where I will endeavour to post information specific to CLOC operations within Continuing Education, including information included in these messages, where possible.

Please continue to be patient as our teachers work hard to plan for your continued success.

Warmest regards and best wishes for your health and safety,

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