

March 18, 2020

Dear Columbia State student,

As you are aware, the outbreak of the coronavirus (COVID-19) has drastically impacted colleges and universities across the country. Columbia State is no exception.

At this time, there have been no cases connected to Columbia State. However, we continually monitor the latest news and recommendations from public health officials. We have also convened a COVID-19 Task Force and Advisory Group to review information and make decisions to best protect the health and safety of all students, faculty and staff. The Task Force in work with others across campus have decided to transition instruction and college services to a virtual environment in concert with the [Level 3 preparedness plan](#).

Over the past several days, your faculty and staff have worked tirelessly on your behalf. Faculty have begun to transition all on-ground courses into online/alternate formats and staff have worked to move services to a virtual environment.

Beginning, Monday, March 23, all classes will transition to online/alternate instruction. All college campuses will remain closed, and all offices will transition to a virtual work environment.

This is not a step taken lightly, but one taken in protection of your health and safety, and one that provides for the continuation of your studies. We understand there will be challenges but we are here to work with you.

We will be posting links to important student resources such as links to online tutoring, instructions on accessing Online Campus, and special offers for free internet service from local broadband companies. Please visit www.ColumbiaState.edu/StudentResources to learn more.

Please continue to check your Columbia State email for updates. Your professors will email you with specific instructions for each of your courses. These instructions may vary from professor to professor. Please be advised that faculty are working to transition the course content this week, so it may be Monday before you receive your instructions.

If you do not have access to a computer or internet, please complete the Technology Access Form at www.ColumbiaState.edu/StudentResources. We are working to identify students who cannot obtain off-campus access in an effort to provide assistance in identifying potential solutions.

I know you have a lot of questions regarding coursework, financial aid, commencement and more. In a transition of this magnitude, there are many pieces to be worked out. We will work diligently to answer your questions over the coming days.

At this time, a decision has not been made regarding commencement. We will continue to evaluate the status of the coronavirus and the recommendations of public health officials as we get closer.

Due to the rapidly evolving situation, we do not know at this time if we will be able to resume on-ground classes this semester. Your health and safety is our top priority. We will continue to send you updates via your Columbia State email; it is important that you check your email daily. Additional information can also be found on the college's COVID-19 website at www.ColumbiaState.edu/Coronavirus.

Please take the recommendations of public health officials seriously and help prevent the spread of germs by maintaining good handwashing habits and practicing social distancing. For more information about the coronavirus, visit www.cdc.gov/COVID19. Information can also be found on the Tennessee Department of Health website at www.tn.gov/health/cedep/ncov.html.

We are eagerly anticipating the day we can welcome you back to campus.

Stay healthy!

A handwritten signature in black ink, appearing to be 'JF Smith', written in a cursive style.

Dr. Janet F. Smith
President
Columbia State Community College