



December 7, 2020

Dear TCAT Student,

I wish to inform you that our institution has made the decision to shift to full online learning for all programs beginning Tuesday, December 8 through the end of the fall 2020 term. Your instructor has been notified of this change and will be reaching out to you with specific details regarding your program or status.

The decision to move to full remote learning was not made lightly but with the safety of all students, faculty, and staff in mind. The number of positive cases and exposures in our service area has necessitated this decision as well.

Please note the following:

- If you are completing Technology Foundations this term, please email Jennifer Wright (jennifer.wright@tcatshelbyville.edu). Ms. Wright plans to continue the class and NCRC testing.
- The main campus will be open through December 18 from 7:00 a.m. until 4:00 p.m. If you need to drop something off, a member of our front office staff will be glad to assist you with getting the documents to your instructor.
- The Franklin County and Lincoln County campuses will not be open, and no staff will be available to assist you at these off-campus locations.
- Student Service and Financial Aid staff are all working remotely. Please email them for assistance at one of the following email addresses:
 - Student Services - admissions@tcatshelbyville.edu
 - Financial Aid - financialaid@tcatshelbyville.edu

Please continue to monitor your student email and social media regarding further updates regarding the fall 2020 and spring 2021 trimesters.

I hope you and your family stay healthy and have a wonderful holiday.

We will make it through this together because we are #TCATShelbyville strong!

President Monks