



March 15, 2020

Dear Students,

We are writing to you because we value the health and well-being of our students and their families. As you are aware, the spread of Coronavirus (COVID-19) is a matter of national concern. Although we do not have any confirmed or suspected cases of COVID-19 at our institution, we are proactively implementing a risk management plan in order to address the concerns shared by all Americans. We want to take every measure possible to reduce the chances of COVID-19 exposure.

To that end, students with lecture classes will be taught through Interactive Distance Learning or IDL. Your courses will be instructed through a combination of interactive conference calls with fellow classmates, follow-up calls from your instructor, and reinforced through homework assignments and interactive discussion. IDL instruction is currently scheduled to begin Monday, March 16th, 2020 directly after your instructor provides a brief orientation and introduction. We remain hopeful that the National Emergency will end quickly but you should expect it to last no less than the next two weeks (March 16th, 2020 to March 30th, 2020).

Some subjects cannot be taught through distance learning. In those instances, you will still attend classes on campus as usual. However, we are implementing a sanitation plan so that you will be learning in a controlled, clean environment.

Depending on your class schedule, you may be participating in a hybrid arrangement of distance learning and in-class attendance. Again, you should take direction from your instructor as to the methodology that will be applied in your courses.

If you will be attending class on campus, it is important that you stay home if you experience any sign of sickness – regardless of whether it is related to COVID-19 or not. Please note, any student on campus that shows signs of illness will be sent home immediately.

The CDC has recently published the following tips which are taken directly from their website. Per the CDC, "the best way to prevent infection is to avoid being exposed to this virus." However, as a reminder, CDC always recommends everyday preventive actions to help prevent the spread of respiratory viruses, including:

- Wash your hands often with soap and water for at least 20 seconds. If soap and water are not available, use an alcohol-based hand sanitizer.
- Avoid touching your eyes, nose, and mouth with unwashed hands.
- Avoid close contact with people who are sick.
- Stay home when you are sick.
- Cover your cough or sneeze with a tissue, then throw the tissue in the trash.
- Clean and disinfect frequently touched objects and surfaces.

In addition to the above, you should maintain at least a six foot distance between yourself and anyone who is coughing or sneezing. Generally, it is a good idea to follow flu-prevention procedures.

These are everyday habits that can help prevent the spread of several viruses. The CDC also suggests

keeping yourself informed as new information is released, and following public health advice regarding school closures, avoiding crowds, and other social distancing measures.

The below links provide additional information regarding COVID-19:

- World Health Organization (WHO): <https://www.who.int/>
- Centers for Disease Control: <https://www.cdc.gov/>
- Boston Public Health Commission: <https://www.bphc.org/>

If you have any questions or concerns, please bring them to your Campus Director.

Thank you for being a valued member of our community.

Very truly yours,

Premier Education Group LP



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