



## EL CAMINO COMMUNITY COLLEGE DISTRICT

### Industry and Technology Division

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November 24, 2020

*Sent via E-mail*

#### **SUBJECT: SUSPENSION OF SELECT FALL 2020 COURSES**

Dear Student,

This fall 2020 semester you enrolled in one or more of the following El Camino courses/sections, areas considered essential manufacturing:

- |                 |                 |                 |                 |
|-----------------|-----------------|-----------------|-----------------|
| ▪ ATEC-1-7260   | ▪ CTEC-201-7353 | ▪ WELD-10A-7761 | ▪ WELD-40B-7770 |
| ▪ CTEC-100-7348 | ▪ CTEC-202-7354 | ▪ WELD-10A-7765 | ▪ WELD-40C-7771 |
| ▪ CTEC-142-7360 | ▪ CTEC-203-7356 | ▪ WELD-10B-7767 | ▪ WELD-45-7774  |
| ▪ CTEC-172-7365 | ▪ CTEC-210-7352 | ▪ WELD-20A-7768 |                 |
| ▪ CTEC-180-7368 | ▪ MTT-101-7677  | ▪ WELD-40A-7776 |                 |
| ▪ CTEC-200-7351 | ▪ MTT-101-7678  | ▪ WELD-40A-7778 |                 |

These courses were permitted to resume face-to-face instruction during the second 8-week term starting in mid-October. Unfortunately, the recent rise in cases of COVID-19 in the Los Angeles area and across the country resulted in several reported cases of COVID-19 on the El Camino campus in a short period of time. The majority of these cases occurred in the essential manufacturing area. This rise in confirmed COVID-19 cases was concerning to the health and safety of our faculty, staff, and students. The suspension of classes obviously affects the progress of students and the ability to reach their goals, but the health and safety of all is a priority. The College made the difficult decision to return classes to virtual instruction.

The course in which you are enrolled is unable to move to online instruction. This course is therefore being suspended and student transcripts will display a grade of IP (In Progress). When it is safe to do so, the course will resume and students can complete the coursework. The IP grade will then be replaced with a letter grade. If the course is not completed within a year, the grade may be changed to an F.

If the IP option does not work for you, an EW (Excused Withdrawal) is another option available. The EW will not affect your GPA or ability to transfer. You can request an EW at this link:

[https://elcamino.formstack.com/forms/general\\_petition](https://elcamino.formstack.com/forms/general_petition)

If you need assistance, please contact one of our counselors at this link:

[https://www.elcamino.edu/student/studentservices/counseling/industryandtechnology\\_counselors.aspx](https://www.elcamino.edu/student/studentservices/counseling/industryandtechnology_counselors.aspx)

You can also contact the Industry & Technology Division office at [indtech@elcamino.edu](mailto:indtech@elcamino.edu).

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DG/KS:ip

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