



March 13, 2020

To Our Students and Staff,

The Coronavirus continues to dramatically impact our day-to-day lives. All of us must take steps to reduce the spread of the virus. After careful deliberation, the Lincoln Tech Group of Schools is taking action to protect the well-being of our campus population and to do our part to protect the health of our broader community.

As of this time, there have been no reported or suspected cases of Coronavirus at any of our campuses. However, in an effort to minimize the spread of the virus, we have decided to make the transition from classroom instruction to remote online learning.

In order to facilitate this transition, **all classes at Lincoln Tech, Lincoln Culinary Institute and Euphoria Institute are being cancelled on Monday, March 16.** Students who are currently participating in off-site externships, should report to those sites, assuming those facilities are open.

For our campus faculty and staff, Monday will be used as an in-service, curriculum development day in order to finalize preparations for delivering remote instruction via email, Skype and/or Canvas.

Classes will resume on Tuesday, March 17 with all students returning to their normal class schedules. On that day, instructors will begin informing students on how they will access online learning and how the new process of remote instruction will work moving forward. Online remote learning will begin on Thursday, March 19 and will continue until such time as the risk of spreading the virus has subsided.

Each of our campuses will remain open throughout this period of remote instruction to allow students to access wifi, if needed, or to receive additional assistance from various student services including Financial Aid and Career Services

We do not make this decision to change our operations lightly, but out of an abundance of caution. Our goal at Lincoln Tech remains clear – to fulfill the mission of educating our students while limiting the risk of spreading COVID-19 on our campuses.

We remain committed to providing a successful, healthy educational experience as we navigate through the completion of our students' programs of study.

Bob Butterworth  
Campus President