



EMILY GRIFFITH TECHNICAL COLLEGE

2020-2021 Construction Essentials Checklist

On the first day of class, you should have:

- Work boots or heavy shoes - steel toed optional
- Spiral notebook
- Pens
- Pencils
- Combination lock or lock with key - for the equipment lockers

IMPORTANT: You will need to purchase access to NCCERConnect, interactive coursework and access to *four* different online textbooks, for approximately \$58/textbook. Your instructor will walk you through where to purchase this access within the first week of class. Below are the titles of the textbooks you will be purchasing access to.

Course Code	Book Title
CON 157, MAT 102	Core Curriculum Trainee Guide, 5th edition
CAR 101, 102, 103	Carpentry Level 1 Trainee Guide, 5th edition
EIC 104, 124, 126, 128	Electrical Level 1 Trainee Guide, 9th edition
PLU 100, 101, 205	Plumbing Level 1 Trainee Guide, 4th edition

COVID-19 Precautions

- In order to maintain a safe learning environment, all students will be given a health screening (temperature and symptom questions) prior to entering the building and be required to wear a face covering/mask as long as they are in the building and/or participating in coursework.
- Maintaining a distance of six feet between yourself and others (social distancing) at all times will also be required. This includes while outside of the building, too.
- Common spaces such as the student lounge and use of vending machines will be prohibited. Please plan to eat and drink off campus, with the exception of water if needed.



EMILY GRIFFITH

TECHNICAL COLLEGE

- Students who fail to comply with these rules may be asked to leave campus and/or be dismissed from the program.

COVID-19 Hybrid Learning

- Due to COVID-19, coursework that can take place remotely such as lecture, online homework, or quizzes will not take place on campus. Rather students will participate in coursework utilizing a computer off site.
 - This will require students to have access to a reliable internet connection and a computer with video and audio capabilities. If you do not have access to these things, please contact Vivian Jeffcoat, Dean of Instruction, at vivian.jeffcoat@emilygriffith.edu, immediately to learn more about checking out a laptop for class.
- Students will only be allowed on campus to coursework that must be completed in a lab or shop setting.

Accelerated Program

- On the first day of class for a program crucial policy, procedure, and orientation take place. It is expected that all registered students attend on the first day. If a student does not attend on the first day of a program without prior approval from the Instructional Dean or Associate Dean, they will be dropped from the program and encouraged to register at another date.
- Classes are completed at a quick pace, without breaks between classes. One class is covered in its entirety before moving to the next class. Classes range from one to six weeks.
- Due to the fast pace of the program, attendance is required for student success.
- Students need to ensure they have the required textbook on the first day of class.
- In order to access course content online, students must make payment arrangements with the Treasurer's Office prior to the first class. If a student has not made these arrangements, they will not have access to course content and may find themselves behind in class from day one.

Classroom Logistics

- In the College of Trades, Industry, and Professional Studies our programs welcome new students multiple times throughout the year. As a student, you will likely experience being in the classroom with another cohort that may be learning different content than



EMILY GRIFFITH

TECHNICAL COLLEGE

you. We believe this structure enriches the learning experience for all students, as the peer to peer learning that takes place is invaluable.