

Dear students,

We write to inform you of changes to some of our procedures as it pertains to:

1. Revised Drop/Add Procedures

We will conduct the remainder of the Drop/Add process ONLINE. You are to email your Drop/Add form to add_drop@jc.sjc.edu.bz

Your form will be processed with 48 hours of it being received. You can expect an email confirmation along with a revised schedule and bill from the office of the registrar within the said time frame.

2. Postponed Zoom Meetings

Important to note is that we WILL NOT host the two (2) scheduled zoom meetings for 9:00 am and 1:00 pm that were scheduled for Friday August 7th, 2020 until we have further information from the Ministry of Education. We will inform you as to when we will reschedule the zoom meetings at a later date.

3. Unknown Date for the Opening of School

At the moment, we are unable to provide you with a specific date for the opening of school. Do note that we are in communication with the Ministry of Education and will notify you of this information when we have obtained it.

4. Campus Access

As of Friday August 7th 2020, campus access is restricted to 25 people at a given time, You must wear a mask, wash your hands at the entrance of the gate, and practice social distancing.

5. Rentals/Purchasing of Textbooks and School Supplies

Students can purchase or rent books from the bookstore between the hours of 8:00 am and 3:00 pm. Students must provide a copy of their schedule along with a picture ID to facilitate the transaction. New students can pick up a copy of the College Seminar handbook as well.

6. Pick Up of House T-Shirt

Students can continue to pick up their house t-shirt from the student center between the hours of 9:00 am - 3:00 pm

Should you have any questions, please contact us at:

dean@jc.sjc.edu.bz

studentaffairs@sjc.bz or

call us at 223-3731 for more information

Regards,

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Mrs. Marcia Bouloy

Associate Dean Student Services

223 - 3731 Extn. 147

www.sjc.edu.bz