



DECLARATION OF EMERGENCY DUE TO COVID-19

Emergency announcement due to COVID-19:

Florida Education Institute (FEI) is declaring an emergency temporary suspension of ground-based classes (physically attended by students) beginning Monday March 16, 2020, and until public health officials determine its safe to return to school.

FEI will make the decision to reopen gradually and depending on the guidelines of the CDC, Federal and Local public health officials. FEI is working on a “return to work” plan for its employees and a “return to school” plan for its students. For now, our students will continue to take their classes “online.” Students who have any needs or wish to not take classes online for any reason are required to write to FEI via email to services@fei.edu.

PLEASE CHECK BACK WITH THIS PAGE DAILY

LATEST UPDATE

STUDENTS STAY HOME – WE WILL BE CONTINUING YOUR EDUCATION ONLINE.

**THE ABSOLUTE BEST WE CAN DO AT THIS TIME FOR OUR COMMUNITY IS:
WEAR A MASK
PRACTICE SOCIAL DISTANCING
WASH HANDS OFTEN
SANITIZE AND CLEAN REGULARLY**

**PLEASE REFER TO THE DOCUMENTS BELOW REGARDING THE CARES ACT
EMERGENCY GRANT FOR STUDENTS. WE ARE UNDERWAY ON GETTING THIS
MONEY IN THE HANDS OF OUR STUDENTS.**

STUDENT COMMUNICATION WITH FEI

Stay connected to FEI this special website: <https://www.fei.edu/coronavirus/>

Educational Support: Email your instructor or services@fei.edu.

If you (or your family) any kind of support, please contact us by way of the following:

FEI Student Support Hotline: (786)547-3754 From: 9:00 a.m. – 8:00 pm
FEI Student Help Email: services@fei.edu

ANY ASSISTANCE YOU MAY NEED, PLEASE LET US KNOW. WE ARE HERE TO HELP YOU EDUCATIONALLY, PERSONALLY, AND EMOTIONALLY WITH YOU AND YOUR FAMILY’S NEEDS. WE MAY NOT HAVE ALL THE RESOURCES OR ANSWERS, BUT WE CAN HELP YOU BY BEING SUPPORTIVE AND GETTING YOU GOOD INFORMATION.

Coronavirus TIPS

- WEAR MASK – Whenever you leave your home.
- WASH HANDS - At the door & at regular intervals (for 20 seconds)
- STAY HOME – Limit going out / Only necessary places (Groceries)
- SOCIAL SEPARATION – Avoid crowded places
- DISINFECT SURFACES DAILY – Including utensils
- AVOID TOUCHING FACE - Again just wash hands
- COVER COUGHS & SNEEZES – Use inside elbow / Do outside
- INCREASE VENTILATION – By Opening windows / adjusting A/C
- CHANGE CLOTHING – When entering home from public places

Instructional Continuity Plan

FEI has developed an Instructional Continuity Plan to enable students to continue learning during the school closures, due to the prevention of COVID-19. This plan and all associated resources may be found at <https://www.fei.edu/coronavirus/>

CONTINUATION OF YOUR EDUCATION & LEARNING

FEI will continue educating our student via online education. Online classes will be conducted as follows:

- Your instructor will be texting and emailing you
- Zoom and email will be used to conduct your online classes
- Email communication
- Text communication
- Moodle LMS

Dear Students, Staff, and Faculty:

September 1, 2020

As you know, Florida Education Institute (FEI) has been closely following the fast-moving developments of COVID-19. FEI's leadership and our School Team Emergency Committee (STEC) continues to plan for employees and students to return to the campus as soon it is safe to do so according the guidelines of public health officials. We will inform each student as soon we know more about our safe return to campus.

We will continue online classes until further notice. Please remember to contact our Student Services Office at services@fei.edu should you have any need or wish not to take classes online for any reason.

Please refer to the documents below with very important information about the CARES Act Emergency Relief Funds for students. FEI continuous to distribute this money to students and all the information can be found our website under www.fei.edu/coronavirus/

FEI continues to clean and sanitize all its buildings daily or based on the level of activity in the buildings. If any employee is permitted to enter any campus building, they are to report the area that they worked from or visited so it may be cleaned immediately by the cleaning crew. At a minimum, every week we clean and sanitize our buildings even if they have not been compromised by anyone visiting. We will maintain this policy until the public health officials at the local and national government levels approve otherwise.

FEI wants to continue to be a source for those in our community who may need assistance finding resources during these difficult times. We have many immigrant students and family members that may not know the resources available and how to access them. We also want to know about the economic and educational impact this will have in our community.

Externship students are encouraged to contact FEI if they have not communicated already with the externship coordinator. If you are currently assigned to an externship site that continues to operate, we ask that you report us and assure us that all the adequate preventative measures in place. If your site is closed, it is important you contact the student services team.

We have received an overwhelming level of gratitude from our students and we wish to return that gratitude by doing our best for you and your future.

We will continue to closely monitor the COVID-19 situation with local, state and federal public health officials. Please visit this website daily for updates.

Wishing you good health to you and your family,

Ramon Valenti

Ramon Valenti
President

INFORMATION FOR STUDENTS:

Student Services Office is Here to Help You During this Crisis

Please make sure you know that we are here to help you in any way. Our Student Services Office can be reached by emailing services@fei.edu or at 305.444.1515. The FEI staff is working hard to provide you as much support as possible during this difficult time.

Helping Our Students During This Difficult Time

Rely on FEI to be here and support you in any way. We may not have the answers or even the resources to assist a need, but we can certainly be resourceful and be your personal HELP CENTER. Email us at services@fei.edu for any reason.

Continuation of your Education and Learning:

Temporary Delivery of Instruction via Online Education due to COVID-19.

Our institution has been focused on assuring the continuity of the teaching and learning process despite students not being able to physically attend school due to COVID-19 has been the focus of our ICP. We intend to use distance learning technology such as:

- Internet access
- Email
- Wireless communication devices
- Conferencing Technologies (video and audio communications)
- Telephone Support Hotline
- Dedicated Computer Lab (Cleaned and Sanitized with entry protocols)
- Moodle LMS

FEI will deliver instruction to students via online distance education as long as social distancing guidelines and public health officials recommend it. FEI will accomplish this by supporting regular and substantive interaction between the students and the instructor.

Students Access to Internet Resources for Emergency Online Education

Any student that may have a problem with technology and is not able to receive our online education must contact our school at: services@fei.edu.

We understand many of our student come from poor segments of our community and may need technological assistance to continue with their education during the online education period required due to COVID-19. Whether it is internet access or technological device issues, we will be happy to help you in any way we can so that you don't miss class.

Cleaning and Sanitation of our Facilities and Buildings

We have cleaned and sanitized our facilities and buildings to the highest level required by public health officials.

Travel to Hot Zones Around the World

Any student or employee traveling hot zones as determined by the CDC or State Department, will not be allowed to enter FEI building until they are quarantine for at least 14 days and receive medical clearance. Employees will have not be part of our payroll during such after-travel period.