



A Message from Dr. Washington

This [video message](#) from Kalamazoo Valley Community College President L. Marshall Washington comes with sincere wishes for your continued health and safety.

Class Withdrawal with Tuition Credit - DEADLINE is TODAY

We recognize some of you may find the new instruction methods are affecting your ability to successfully complete classes. In order to provide you with options, Kalamazoo Valley has temporarily altered the withdrawal policy for Winter Semester 2020 classes.

If the alternate delivery methods are not working for you and you prefer to withdraw, we are ready to offer you a tuition credit. The credit can be used to take any class(es) within the next year.

You can complete the **Winter Semester 2020 Withdrawal and Tuition Credit Appeal Form** to withdraw from a class and apply for the credit. If you already withdrew after the March 12 announcement, because you knew the alternate delivery methods would not work for you, you may also submit the tuition credit appeal. The form, called **Winter Semester 2020 Withdrawal and Tuition Credit Appeal Form**, is available under the announcement section when you log into [MyValley](#).

Graduation 2020 - Join the Virtual Celebration #Wewill

Winter 2020 graduates, we invite you to share your graduation story with personal videos using #Wewill on your favorite social platform. Watch this [message](#) from Dr. Washington and then keep reading to learn more!

This is about coming together and celebrating all you've overcome to complete your degree or certificate! We continue to stand together for the duration and together #Wewill!

Some prompts to get you thinking:

Even though _____. We will.....

I never thought _____. But, we will....

Our class _____. And we will.....

We'd love to include your video in a Kalamazoo Valley video released with your fellow graduates on April 26 at 2 p.m. for the virtual commencement celebration. This virtual celebration will take place at www.kvcc.edu/commencement.

If you want to participate, we have a few guidelines we'd like you to follow so that we can get the best footage possible:

1. Film in whatever way feels most comfortable. Landscape or portrait.
2. Make sure your face is visible when you're speaking to the camera. Avoid having a bright light behind you like a window, as this can make your face appear dark. Instead, face a light source so that you are illuminated.
3. Try to find a relatively quiet place where you can record your video.

Here is an example of [a video](#) that demonstrates the look and feel of what we're thinking.

After you post your #Wewill video on Instagram, Facebook or Twitter, please submit at the following [link](#). You will need to login using your Kalamazoo Valley email, and will need to fill out some basic information, acknowledge the model release form and upload your video.

Extended Time for Course Completion

If you feel you need extra time to finish your coursework, we have relaxed the requirements to qualify for an incomplete contract. These contracts extend the semester for that class and allow you additional time to finish the work you have remaining. Possibilities for extending your course deadline should be discussed with your instructor, who will initiate an incomplete contract during the week of April 20 if suitable.

It is important to note this contract does not restart the class. It is a way to stay on track with only minimal delay toward completion. The credits will remain part of Winter 2020 and will not count in a future semester or toward future financial aid. The remaining assignments will be work you must complete in addition to any future classes. **Please talk to your instructor about submitting an incomplete contract.**

Online Course Fees Waived for Summer 2020

The college is waiving online course fees for the Summer 2020 semester. If you have already paid summer tuition and fees, you will have the online course fees refunded. Refunds will be processed as follows:

- * Fees paid by credit card will be refunded to that credit card
- * Fees paid by cash or check will be refunded with a check. Check will be mailed to student address on file

* Fees paid with a payment plan payment will result in future payment plan payment amounts being adjusted to account for the lower overall semester balance remaining

Credit card refunds have already been processed, but may take some time to be reflected on your credit card statement. Checks for cash/check payments will be processed and mailed on Friday, April 17.

If you have any questions about your online course fee refund or your tuition balance, please contact the [Paystation](#).

Financial Aid Information Updates

Get the latest financial aid information in this [video message](#) from Director of Financial Aid Alisha Cederberg.

Additionally, the office is currently promoting scholarships sponsored through the KVCC Foundation for the 2020 Fall Semester.

For more information visit, www.kvcc.edu/scholarships or [Apply Now](#).

The deadline to submit an online scholarship application is May 28, 2020, unless noted otherwise. Applications will not be returned for missing information.

If you have any questions, please feel free to contact the Financial Aid Office by phone at 269.340.0707 or by email at finaid@kvcc.edu.

Canvas Orientation

You are encouraged to complete the Passport to Canvas - Canvas Orientation course. Canvas is a cloud-based learning management system currently being used by the college. Passport to Canvas is designed to provide you with a basic understanding of how to interact with Canvas and utilize its numerous features.

To enroll in the course, [click here](#), or click the Help icon on the Global Navigation Menu within Canvas, and then click the Passport to Canvas - Student Canvas Orientation Course link.

If you have questions, please contact [David Kobb](#).

Essay Contest Postponed

Every April, the English Department announces its annual essay contest and accepts submissions from students up until the first week of May. Unfortunately, the COVID-19 virus is affecting all aspects of our lives—including the 2019-2020 essay contest. Therefore, the contest will be postponed until the spring of 2021. All entries that would have been submitted this spring may be entered next year. However, some students may graduate or be otherwise unavailable to submit their work in 2021.

If you wish to submit their essays electronically--from today onward--may do so by emailing it to: engessay@kvcc.edu.

Submissions will be held until May of 2021. Students submitting in this way will receive a reminder next spring to turn in two hard copies of the essay and a hard copy of the form to the faculty reception desk.

Thank you to all you who plan to enter the contest. We appreciate your willingness to share your creative work with the rest of the Kalamazoo Valley community. Stay safe and keep writing! If you have any questions, please contact **Caroline Whiting**.

Do you have Questions for the Bookstore? We have answers!

Please visit our website at bookstore.kvcc.edu for the most reliable information on:

Rental Book Returns
Book Buyback
Graduation Attire and other Grad Items
Summer Books and Materials
Financial Aid Usage for Summer
And MORE!

Order online 24/7 and get delivery to your home. More information available on the website at bookstore.kvcc.edu.

Gena Mead

Bookstore Manager
269.488.4030

Need Assistance? Student Services can Help!

Student services are still available via email, voicemail and virtual meetings during regular business hours.

If you need assistance, please contact the following:

Admissions, Registration and Records: arr@kvcc.edu or 269.488.4423

Financial Aid: finaid@kvcc.edu or 269.488.4252

Student Success Services: success@kvcc.edu or 269.488.4311

- Career Services
- Life Resources
- Multicultural Services
- Student Employment Services
- Student Strengths Development
- Transfer Resource Services
- Veteran Services

Advising and Counseling: counseling@kvcc.edu or 269.488.4311

Tutoring: learningcenter@kvcc.edu or 269.488.4397

Library Services: libref@kvcc.edu or 269.488.4380

IT Help Desk: IT@kvcc.edu or 269.488.4250

Pay Station: paystation@kvcc.edu or 269.488.4292

Bookstore: bookstore@kvcc.edu or 269.488.4030

Office for Student Access: studentaccess@kvcc.edu or 269.488.4397

KVAAP: kvapp@kvcc.edu or 269.373.7946

Apprenticeships: apprenticeship@kvcc.edu or 269.488.4873

Prior Learning: lbrooks@kvcc.edu or 269.488.4873

Internships: intern@kvcc.edu 269.488.4635

Kalamazoo Promise Services: mmorales@kvcc.edu or 269.488.4515



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