

WISCONSIN INDIANHEAD TECHNICAL COLLEGE
OCCUPATIONAL THERAPY ASSISTANT
STUDENT HANDBOOK

CANCELLATION OF OTA CLASS

If all classes on campus are cancelled or school is closed due to bad weather, the announcement will be available on local radio and television channels and on the WITC Web site at www.witc.edu. You will also receive information from WITC on your phone (land line or cell and/or via text) with “WITC Alert”.

Since OTA lectures are completed via IPV and the Instructor of the course may be at a different location, the location of the Instructor of the course will determine if lecture is cancelled. For example if Ashland is the campus where the Instructor originates the lecture and Ashland classes are cancelled, no OTA lecture will originate and lecture will be cancelled for all locations, regardless of each campuses status. However, if Ashland is the campus where the Instructor originates the lecture and Rice Lake classes are cancelled, the OTA lecture will occur.

The lecture instructor will make every attempt to record the lecture material for the students who have missed lecture due to campus closing. This recording will be posted in Blackboard for student viewing.

Exams will be given on scheduled days at all campuses that are open. If a campus is closed on an exam day, the lecture instructor will arrange a make- up exam for the next morning at 7:30 am on the campus that was closed. This will be communicated to students via email.