

## Nashville State Community College

### Course Information

Division: Business, Management, and Hospitality

Program: Finance

Course Title: Investing in Your Future

FIN 2000

Fall 2021

[Academic Calendar](#)

### Instructor Information

Name:

NSCC Email

Phone or Zoom Link:

Office Location:

Office Hours: TBD

### Course/Catalog Description

An overview of basic investment terminology and strategy and an analysis of various investment options, instruments, risks, return, costs, and global opportunities.

### Course Delivery

Online: FIN 2000 is an online course in which practically all the content and interactions will be accessed through the [NS Online D2L](#) course. (Online course offerings are expected to be 100% asynchronous. Instructors may add synchronous content to the course, but it should be optional or recorded and available to be viewed later. Mandatory synchronous interactions must be stated in the original course catalog description to inform the student of these types of requirements before registering for an online course. This includes required test proctoring or “in class” meeting requirements.)

Credit Hours: 1 credit

Prerequisites: none

### Course Policies

This syllabus sets forth the expectations for course content, work, and grading as well as expectations for student performance and conduct. The syllabus does not constitute a contract between the student and the instructor or the College. The information contained here is subject to change at any time. Students will be notified if any changes are made. Though changes are possible, it is expected that the course will be conducted as described in this syllabus.

### Purpose of the Course

The purpose of this course is to prepare students to master the basics managing money now, with eye on the future. Each of us is responsible for securing our own financial future. This

course will explore savings, budgets (it must be done!), debt, and giving back to important causes. Each student is expected to actively contribute as individuals using online resources that will include communication, documentation of development, time management, and project management skills.

### Structure of the Course

A large portion of the course is designed for students to research and explore innovative ways to save and invest for your future. Chapter discussions and activities are meant to enhance your knowledge and relate content in ways to add diverse perspectives. There are no predetermined class meeting times, but you are expected to communicate with your instructor and peers as needed. Discussions are due by Friday, and assignments quizzes, and discussion responses due on the following Monday. Some projects are designed to be completed over a series of weeks but have associated deadlines listed in the schedule.

### Required Textbook(s) & Other Materials:

Once enrolled, all students should verify that they have the correct textbook and materials information by consulting the D2L/NS Online shell for the course.

**Textbook(s):** Foundations in Personal Finance college edition

**ISBN:** 978-1-936948-30-7

**Access Code:** The ISBN is for an access code that provides access to online textbook.

**Reference Materials:** N/A

**Supplies:** calculator

### Textbook Information

Before courses begin, you should make sure you have the correct textbook and materials for each course. You can look up your courses on the [bookstore's website](#) using your A# or by entering your course information.

### Accommodation and Accessibility Needs

If you are registered with the [Access Center](#) and require an alternate format for the textbook and other course materials, please contact the Access Center as soon as possible at 615-353-3721, 615-353-3741, or [accesscenter@nsc.edu](mailto:accesscenter@nsc.edu).

### Learning Objectives (Course Level Learning Outcomes)

To successfully complete this course, the student is expected to:

1. Develop a plan for establishing savings funds including emergency, investing, and sinking funds.
2. Define and apply a zero-based budget based on students' income and expenses.
3. Demonstrate how to reduce debt.
4. Explain effective job-search tools, such as cover letters, resumes and interviews.
5. Integrate healthy communication about money with parents, roommates, and others.

### Course Competencies:

The following are general education or detailed course competencies intended to support the course outcomes:

1. List the baby step for financial peace.
2. Explain the three basic reasons for saving money: emergencies, large purchases, and wealth building.
3. Identify the benefits of an emergency fund.
4. Calculate the power of the compound interest and describe the impact of rate of return.
5. Evaluate emergencies that can happen during college and prepare a plan for them.
6. Describe reasons why people do not do a budget.
7. List common problems associated with budget failures.
8. Summarize the benefits of a budget.
9. Design and apply a zero-based budget based on income and expenses.
10. Identify ways to earn money while attending college.
11. Describe reasons for avoiding debt.
12. Demonstrate how to reduce debt by applying the debt snowball.
13. Compare and contrast credit cards and debit cards.
14. Evaluate and refute myths associated with debt.
15. Describe the role of money in deciding a career.
16. Explain the four personality types in the DISC personality profile and identify possible majors that fit each.
17. Demonstrate how to apply for financial aid.
18. Apply effective job-search tools.
19. Explain the importance of doing a budget in a marriage relationship.
20. Summarize the key financial principles to teach children.
21. Describe the general differences that exist between men and women as they relate to money.
22. Identify the characteristics of a nerd and a free spirit and explain how they approach the budget in different ways.
23. Integrate healthy communication about money with parents, roommates and friends.
24. Practice giving time and money to help those in need.

### Course Policies

As students in this course, you should strive to obtain as much knowledge and improve skill sets that will aid your transition into financial independence. As a NSCC student working in an online environment, you should be courteous, thoughtful, detailed, and diligent throughout your coursework. Lack of initiative or motivation will surely impede your opportunity to complete this course successfully.

### Student Responsibilities

My goal is for you to excel in this class and to develop the skills necessary to succeed in your chosen career. However, you have the major responsibility for doing well. Achievement of course objectives will require you to know what you need to do to improve your performance and actually do it. You are expected to research all materials and software needed to complete your projects, apply the feedback returned to you, and document your process throughout. You cannot meet the objectives of this course by being a passive learner. As the semester progresses, you should be able to implement several ideas to improve your performance. In addition, you are expected to ask questions to clarify expectations, evaluations, or other aspects of the course not clear to you. Nashville State provides many student resources for academic and personal support; see the “Nashville State Community College Resources” section of this syllabus for more information.

### Academic Integrity and Student Authentication

Students are expected to work with academic integrity. Working with academic integrity in this course means answering quiz questions with out the help of others and producing your own work in writing assignments and projects. Cite sources when you do rely on the work of others. A first violation of academic integrity will result in a grade of zero on that assignment. A second violation of academic integrity will result in a grade of F for the course.

### Contact Preferences

- Email Communications:
  - Be sure you use your NSCC student email and put FIN 2000 in the email header.
  - State your question or issue in detail so I can answer it effectively
  - Include your preferred name.
  - Reply times may vary from 24-48 hours but I may answer you sooner if I am available. Any questions after Friday afternoon may have to wait until the following Monday morning.
- Office Appointments.
  - Make sure our appointments have been confirmed.
  - I am physically located at the Southeast Campus, Room 1512.
  - I am also available to meeting virtually through Zoom by appointment that is scheduled by email or phone.
- Phone Communication Expectations:
  - I will answer or return phone calls during office hours.
  - When leaving a voice mail, please include your preferred name, reply number and the reason for your call.

### Instructor Presence/ Communication Plan

- The instructor will communicate with you weekly through emails within the class email system and with news items on the course homepage.

- Individual feedback will be provided in the assignments drop box for assignments submitted at that location. Discussion feedback will be provided in the comments section of the gradebook.
- Grading feedback is based of the rubric provided for the assignment.
- Students will interact with each other in discussions that assigned in each learning module.

#### *Participation/Attendance*

To the extent that attendance is kept in this class it is not for the purpose of the College but is instead associated with the instructor's individual grading rubric. The beauty of this online course is that the work is asynchronous. That is, you can complete work when you have available time. Still there are expectations about when assignments, exams, and discussions must be submitted to regulate the workload to minimize stress. Weekly due dates are posted to encourage weekly interaction with the material and to evenly distribute the work throughout the semester.

Participation in this course is dependent entirely upon the student. Along with the required readings and assignments, this course will challenge you to think for yourself financially. You should make it a point to regularly login to the NS Online course (at least 3 times a week) to check course announcements, posts and respond to weekly assignments, and to communicate effectively with the class and the instructor. Online courses do abide to the Code of Federal Regulations (see NSCC Student Course Engagement Record-Keeping and Reporting ) and will be required to submit assignments within the first three weeks of the semester within NS Online D2L.

#### *Time Management/Expectations*

This online course may require approximately 2 - 4 hours a week to complete all necessary assignments since it is a one credit hours class. Associated weekly readings and assignments will also be expected to be completed quickly so plan accordingly. Pro Tip: Treat this course like a part-time job and set aside several hours a week to dedicate to completing your projects and weekly assignments. Some weeks may be lighter than others, but the work ethic you represent will affect your ability to meet the course learning objectives and successfully pass this course.

#### *Late Work*

Late work Policy: Students will gain maximum benefit from this course by submitting assignments, discussions, and exams by the posted due dates. Submitting work by the due date allows time for useful feedback. In the case of discussions, submitting posts on time gives fellow students adequate time for thoughtful replies and alternate points of view. Discussion board posts are not accepted late since the class has moved on to the next learning module and there is no opportunity for interaction. Assignments are accepted late with a 1% grade penalty per day to encourage completion even beyond the due date. Exams are accepted late in case of documented illness at the time of the exam. Please provide documentation when requesting the opening of an exam beyond the due date.

### *Student Netiquette*

The netiquette policy in this course can be summed up as follows: respect all people all the time. This means that the instructor should communicate with students in a way that always respects and honors them. Students should communicate with classmates and instructors in way that always respects and honors them. In this course, you are expected to comply with the [NSCC Standards for Netiquette](#), which emphasizes respect, dignity, and integrity.

### *Assignment Descriptions*

For each of the activities listed below, be sure to follow the deadlines provided on the **Course Schedule**, which is available on Getting Started section of the course. Missed activities will trigger the late work policy. See additional penalties and policies listed under the Late Work section of this syllabus.

### *Formative Assignments*

- Discussions are your opportunity to interact with classmates with the course concepts as the basis of discussion. Discussions allow you share with classmates and to learn from their varied perspectives. You are expected to contribute to the module discussions by responding to discussion questions or prompts on Friday and responding to at least 2 peers by Monday.
- Quizzes are an opportunity to assess your retention of concepts covered in each module. There is one attempt on each quiz and the quiz is open resource.
- Case Studies are where you can develop your own personal financial savings and investing plans. Case studies are submitted through the course assignment drop box. You will have the opportunity for revise your work based on feedback and improve your work by as much as a letter grade.

### *Summative Assignments*

Any submitted assignments that are final submissions and will be graded according to the provided rubrics for each assignment.

Exam: This course will have an online final exam. The exam is a timed event in NS Online D2L.

- Note: When taking assessments:
  - The preferred browsers to use for an assessment or PC and Mac users are Mozilla Firefox or Google Chrome. Please do not use Internet Explorer.
  - Students should seek a computer with a wired connection if available. If using a wireless connection, be sure to be close enough to the wireless router that has the strong signal.
  - If this course requires the use of the Respondus Lockdown Browser, be sure to download it from [NSCC's Proctoring Link](#).

### *Grading Policy and Feedback*

There are several gradable elements in this course, but most of your grades will come from case studies and quizzes so be sure to follow the associated rubrics. You will have multiple times

throughout the semester to receive feedback from the instructor to improve your work and you should strive to reflect and improve your own learning when given these opportunities.

### *Rubrics*

This class uses rubrics. A rubric is a scoring guide for assignments that details criteria for earning points.

### *Grading Scale and Weighting*

Grade Weighting: Each assignment in the course will count towards a calculated weight distribution.

- Discussions = 20%
- Case Studies = 35%
- Quizzes and Videos = 20%
- Exam = 25%

### Grade Scale

- A = 90%-100%
- B = 80-89%
- C = 70-79%
- D = 60-69%
- F = below 60%
- FA (never withdrew)
- FN (never attended)

According to NSCC policy, an FA is awarded to students who do not officially withdraw from a course and do not attend after the cut-off date provided in the academic calendar. Please refer to the current academic calendar available on the Nashville State web site, looking for the date that indicates it is the “Last Day to Earn F for Attendance (FA).” Students who stop attending on or before this date receive an FA; students who stop attending after this date receive an F. An FN is awarded to students who never attended class.

For online courses, attendance is defined by submission of assignments. Students who fail a course and whose last assignment is submitted on or before the FA date will earn an FA for the course. Students who fail a course and whose last assignment is submitted after the FA date will earn an F for the course. An FN is assigned to students who do not submit any assignments.

For fall 2021, the FA deadline is October 29. Students that do not participate in the course after that date will receive the grade of FA.

### [Nashville State Community College Resources](#)

You do not have to tackle the challenges of higher education alone! There are many resources available to Nashville State’s online students, from tutoring to counseling to address academic honesty. You are encouraged to utilize the available student and academic support services

throughout the semester as needed. This information will also help students access D2L support and technology resources including minimal expectations of learner technology skills, links to software applications, and technology requirements for D2L compatibility and services offered to students at Nashville State.

#### Technology Support

The [NSCC Help Desk](#) assists students and employees for campus systems as well as help with student personal equipment used for coursework. Help Desk Technicians offer remote troubleshooting assistance via phone, email, and remote desktop. Email support is strongly encouraged by contacting [helpdesk@nsc.edu](mailto:helpdesk@nsc.edu).

#### Technology Statement

- All classes at the NSCC are web enhanced.
- It will be essential for students to have access to a computer and an internet connection to complete assignments, engage in online discussions, and access various course materials and technologies through D2L/NS Online course shells.
- Students may also be required to use free video conferencing platforms (ex: Zoom, Teams) for classes and meetings.
- Students will be responsible for appropriate dress while on video, to ensure a distraction free environment (mute sound as needed) and to ensure their background is neutral for others to view.
- If you have questions or concerns regarding access to a computer or internet resources, please review [Nashville State's Laptop Loaner Program and Internet Access](#) information or contact your instructor.
- Certain publisher materials or supported technologies may not work on cellphones, mobile devices, or Chromebooks.

#### *Minimum Technology Requirements*

Students taking courses that utilize online learning will be required to access a reliable computer and high-speed internet. You should have or will acquire the following technology skills throughout this course:

1. Downloading and installing software applications.
2. Using Microsoft Office 365 (or similar alternative software) to draft and save in multiple file formats.
3. Copying and pasting between documents and D2L. To **select all** press and hold *Ctrl* (the control key) on the keyboard and then press the *A* on the keyboard. To **copy**, press and hold *Ctrl* and then press the *C* on the keyboard. To **paste**, press and hold down *Ctrl* and then press *V*.
4. Communicate effectively using a webcam and microphone in synchronous interactions using supported video conferencing tools (Zoom or Microsoft Teams) to participate in video conferencing sessions, view recordings, or create recordings (if applicable).

5. Using D2L to upload files, post to discussion boards, complete tests, and submit files and assignment entries (where applicable).
6. Using NSCC email accounts to communicate with your instructors.

You should also have access to the following software and hardware:

- *Computer or Laptop; Chromebooks or mobile devices may not be sufficient.*
- *High-Speed Internet*
- **Internet Browsers:** [Google Chrome](#) and [Firefox](#) are the recommended browsers to use with NS Online D2L.
- [Install Office 365](#) (free)
- **Mandatory Accessory:** Webcam (built-in or external),
- *Recommended Accessory: Noise-cancelling headphones/microphone (external, not one built into your computer)*
- *Student Wi-Fi Zones*
  - [White Bridge Campus](#)
  - [Southeast Campus](#)
  - [Clarksville Campus](#)
  - [Humphreys County Campus](#)

#### [NS Online/ D2L](#)

It is students' responsibility to check D2L/NS Online course shells for all enrolled courses and myNSCC, including student email, on a regular basis. These are the official communication channels between the college and students, who are responsible for the information communicated through those channels. D2L/NS Online contains specific course information and myNSCC contains information important for other purposes.

To register or access Nashville State online courses, go to [NS Online](#). NSCC web courses have a "W" section number. Any course ending with section number R50 is a TN eCampus course.

#### [Student Email](#)

Find student email within Office 365. Use your student email address as the login ID and your myNSCC password. Download the Microsoft Office suite once you are logged in by clicking the "Office 365" download link on the upper left.

#### [Computer Lab Access](#)

Computers are available for student use at each campus during campus open hours. Open computer lab availability may vary from campus to campus. Students should check NSCC website for current hours of operation.

- **White Bridge Campus** [WBR Library Computer Sign Up](#)
- **Southeast Campus** Call 615-916-5865 or email [John.Cherry@nsc.edu](mailto:John.Cherry@nsc.edu) for an appointment.

- **Clarksville Campus** Call 931-472-3556 or email [Reginald.Mclain@nsc.edu](mailto:Reginald.Mclain@nsc.edu) for an appointment.
- **Dickson Campus** Call 615-740-5998 or email [DicksonCampus@nsc.edu](mailto:DicksonCampus@nsc.edu).
- **Humphreys County Campus** Call 931-296-1739 ext. 311 or email [Bryan.Trout@nsc.edu](mailto:Bryan.Trout@nsc.edu).

## NSCC Support Services

Listed below are Nashville State support service and policies. These support services are listed for your benefit should you feel the need to use them. These services or policies may change or be updated periodically. The instructor reserves the right to change or adapt materials within the course as needed.

John E. Mayfield Library

- [Mayfield Library](#)
- [Library Services](#)

Equity Statement

Nashville State Community College has a relentless commitment to the transformation of our institution through the intentional design of college experiences that expect and promote excellence from students, faculty, staff, and administration. We consider equity to be an obligation of higher education. We strive to ensure that each student receives what that student needs to be successful, with goals of success beyond the classroom. We do this through an evidence-based and collaborative effort, understanding that our student population has diverse needs that must be addressed. We recognize that this effort may not always be comfortable and that partnering with students is the driving force to overcome barriers to success.

Academic Freedom

“Teachers are entitled to freedom in the classroom in discussing their subject, but they should be careful not to introduce into their teaching controversial matters which have no relation to the subject.” The preceding comes from the [American Association of University Professors’ statement on academic freedom](#). Though the entire statement speaks to many issues, it is this portion on the conduct of the course that is most relevant. This means that faculty members have the right to conduct their classes in a fashion they deem appropriate as long as the material presented meets the learning objectives laid out by the entire faculty.

ADA Compliance Statement

Nashville State complies with the Americans with Disabilities Act (ADA). Nashville State complies with the Americans with Disabilities Act (ADA) and so provides accommodations for students with a documented physical, emotional, and/or learning condition. If you require accommodations for any courses in which you are enrolled, contact the [Access Center](#) at 615.353.3741 or 615.353.3721, or e-mail [accesscenter@nsc.edu](mailto:accesscenter@nsc.edu). If you are registered with the [Access Center](#) and require an alternate format for the textbook and other course materials, please contact the Access Center.

### Academic Misconduct

Any form of academic dishonesty, cheating, plagiarizing, or other academic misconduct is prohibited. Students are responsible for understanding and abiding by the [Academic Misconduct Policy](#) in the Nashville State Student Code of Conduct. In addition to other possible disciplinary measures that may be applied through regular college procedures as a result of academic dishonesty, the instructor has the authority to assign an “F” or a “zero” for the exercise, paper, or examination, or to assign an “F” for the course. Students may appeal through the appropriate college grade appeal procedures.

### *Classroom Misconduct*

Nashville State Community College has a zero-tolerance policy for disruptive conduct in the classroom. Students whose behavior disrupts the classroom will be subject to disciplinary measures. Please review the [Nashville State Student Code of Conduct policy](#). Please be aware that children are not allowed in class or to be left unattended on campus.

### *Sexual Misconduct Policies*

It is the policy of Nashville State Community College, in order to maintain an environment in which the dignity and worth of all members of the institutional system are respected, that sexual harassment of employees or students is prohibited. Such conduct is a form of behavior, which seriously undermines the atmosphere of trust essential to the academic environment. This policy is consistent with federal and state laws prohibiting sex discrimination. It is also a policy of the University that willful false accusation of sexual harassment shall not be condoned. Review [NSCC's Sexual Misconduct Policies](#).

### *Copyright*

Nashville State Community College urges everyone in its community to abide by the computer acceptable use policy and comply with copyright law. Copying or sharing music or other copyrighted material, including software, without a permissible copyright defense, such as Fair Use, or a valid license, is not only a violation of the colleges and the Tennessee Board of Regent's policies, but also illegal. It may have dire personal consequences and jeopardize the individual's continued enrollment or continued employment, as well as future job prospects.

### [Acceptable Use Policy](#) (PDF)

### Student Support Services

[Student Support Services](#) include resources you may need through the NSCC Foundation and include Campus Cupboard, Child Care Assistance, Textbook Assistance, Transportation Assistance, Community Support Services by County, Mental Health Resources, Health Insurance, Financial Empowerment Center, Support from Monroe Harding, and Homeless Student Liaison.

At the [Student Success Center](#), we'll connect you to resources and opportunities to maximize your success at Nashville State. At the center you will find our Student Success Advisors, Financial Empowerment Counselors, and Student Resource Managers.

### *Student Wellness*

The general well-being of students is an important component of their academic success. Nashville State Community College has several resources available to provide support when needed:

- [Tutoring options and appointments](#)
- [Academic and student resources](#) for school
- [Support services](#)

### *Student Online Resources*

- [NS Online D2L Tech Support](#)
- [Learning Center and Tutoring](#)
- [Student Resources for NS Online and Zoom](#)
- [Zoom Basics Tutorial](#)
- [Accessing myNSCC Email and Office 365](#)
- [Free Microsoft Office 365 Applications for Students](#)
- [How to Read Your Schedule](#)
- [myNSCC Quick Start](#)
- [Get Started with NS Online](#)
- [How to Purchase Textbooks](#)
  - Contact the Bookstore at [bookstore@nsc.edu](mailto:bookstore@nsc.edu)
- [Learning Center/ Tutoring](#)

### ON-CAMPUS RESOURCES

Find what you need on-campus with these [Nashville State resources](#) for students and faculty. Search for jobs at the Career Services Office, find that umbrella at the NSCC Lost and Found or buy textbooks at the bookstore.

### Financial Aid and Attendance

The College is not an attendance taking institution as defined by [34 CFR 668.22\(b\)\(1\)](#) in the Code of Federal Regulations; however, students are expected to attend all scheduled classes and laboratories.

- Absences in a course may affect a student's final grade.
- Tardiness may also affect a student's final grade.
- Students are responsible for all work/tests that occur during any missed class session(s) regardless of reason(s) for absence.
- Students who are sick or not well enough to attend class must notify the instructor as soon as possible before the scheduled class time, unless incapacitated or unable to do so. In that case, students must contact the instructor as soon as reasonably possible.
- If a student has an unavoidable conflict with a scheduled class session, students must notify the instructor, preferably before the class session, or as soon as possible.

For purposes of financial aid continued attendance is determined via engagement in the course. This can be accomplished in several ways including, but not limited to, continued attendance and/or participation in on-ground class sessions, participating in D2L as prompted (e.g., responding to an instructor's email, posting to a discussion board), and/or completing and submitting assignments.

### Academic Early Alert System

Nashville State Community College uses an Early Alert System to let students know of a faculty member's concern in one or more of these academic areas: lack of attendance, lack of classroom participation, late or missing assignments, and/or poor performance on assignments/tests. \*Please note that Early Alerts do not affect a student's academic standing. If you receive an Early Alert email, please see your instructor and your academic advisor as soon as possible.

### Class Cancellation Policy

If the class is cancelled, the instructor will notify all students by posting in the D2L/NS Online course or e-mailing through D2L/NS Online. In the event of class cancellation, students must access D2L/NS Online to complete classwork and the assignment that will be posted in the course D2L site.

### Inclement Weather, Campus Closings, and RAVE

Emergency events can happen at any time, and Nashville State Community College wants to notify students if and when they occur. For this reason, all students have been enrolled in the free [RAVE alert system](#). Nashville State will use the RAVE alert system to send a text message to students, staff, and faculty about adjusted hours of operation and/or closings at individual campuses. All students should check [the Nashville State web site home page](#) at [www.nsc.edu](http://www.nsc.edu) for announcements on campus closures, which may vary from campus to campus. Campus closures will also be announced on local television stations. Students should use their own best judgment in determining whether to report to campus during inclement weather when classes are not cancelled.

Your RAVE Username is your NSCC email address. If you have never received an email from RAVE with your password, or if you need to reset your password, select "Forgot your password?" and a new password will be emailed to you. Should the RAVE system indicate "user not found", select Register and create your own RAVE account.

Even when campuses are closed, students are still responsible for completing all assigned work. When classes are cancelled, faculty will post online assignments and any additional instructions in the D2L/NS Online course shell. Check D2L/NS Online for a message from your instructor regarding your online assignment requirements. Faculty have discretion over adjusting deadlines or due date for assignments, but students are responsible for completing all assigned work by the due date established by the instructor.

*Coronavirus Resources*

Nashville State Community College continues to monitor COVID-19. We encourage faculty, staff, and students to remain vigilant with personal health. Please refer to the latest [Coronavirus Resources](#) for the latest updates at Nashville State Community College. Students who have been exposed to COVID-19 or who have tested positive must email [virusinfo@nsc.edu](mailto:virusinfo@nsc.edu).

- [Latest news and updates](#)
- [Responsible Return to Campus Phase Plan](#)
- [Current status for campuses](#)
- [Campus safety requirements](#)
- [What students need to know \(Phase 2 &3\)](#)
- [How to self-report for COVID-19](#)