

**CLOVER PARK TECHNICAL COLLEGE
POLICY**

CHAPTER	SECTION	TITLE	HISTORY		
			5	22	Student Email
			Revised 2024	N/A	Next review 2027

POLICY

Clover Park Technical College (CPTC) provides e-mail accounts to students as the College’s preferred method of communication.

The College reserves the right to send official communications to the College e-mail address assigned to all students. The College expects that every student will receive email at their CPTC address and the student will read their e-mail on a frequent and consistent basis.

Students have the responsibility to recognize that certain communications may be urgent and require immediate attention. A student's failure to receive and read College communications in a timely manner does not absolve that student from knowing and complying with the content of such communications.

APPROVAL:		
By: <u>J. Loveday</u>	Dr. Joyce Loveday	Date: <u>9/17/24</u>
Board Chair Review: <u>Jesús Velázquez</u>		Date: <u>10/9/24</u>