Dear Students,

Welcome to the Fall 2020 Semester! We are excited to start this new semester that will be like no other semester. While our world is still grappling with the COVID-19 pandemic, NEC has established certain guidelines and protocols intended to create an environment that is as safe as possible. Masks and physical distancing are of the upmost importance. You can find the specific policies related to COVID-19 in the student handbook. You can read the NEC Student Handbook at <u>www.nec.edu/student-hand</u>. It is your responsibility to be aware of and follow all policies, and I strongly encourage you to thoroughly review the handbook.

In addition to the policies related to the pandemic, we also have changed our policies and procedures in regards to sexual harassment/assault and stalking in accordance with revised federal regulations. Please be aware that these changes and policies can be found in the Student Handbook and, again, please review this information carefully. It is required that we notify you about our Title IX Coordinators. For any student concerns regarding sexual misconduct, the Title IX Coordinator is Stanley Horton, the Director of Student Conduct. Mr. Horton can be reached by e-mail at <u>SHorton@nec.edu</u> or via phone 603-428-2318. The Lead Title IX Coordinator for New England College is Dr. Paula Amato, and she can be reached at <u>pamato@nec.edu</u> or via phone at 603-428-2461.

Lastly, please make sure that you have signed up for NEC text messaging alerts. We use these alerts in the event of an emergency situation on campus, weather-related school closing, or other critical issues. It may be warm today but do not be surprised if there is a winter storm headed our way in the not-so-distant future. Instructions for text messaging sign-up are at the bottom of this note.

Again, welcome to the start of the fall semester, and we wish you the very best in the coming months.

Sincerely,

Jason Buck Dean of Students

Sign up now for the NEC Emergency Text Messaging Service!!



New England College uses a text messaging service contact community members in the event of an emergency on campus. This service, hosted through a company named Omnilert, also allows you to have messages sent to you in the event of a school cancellation (e.g. snow-related closings) or parking lot closings (for snow removal).

Sign-up for this service is free (standard text messaging rates would apply for each message), and you can have a second phone – perhaps for a parent or other family member – signed up to receive these messages.

How To Sign Up For the NEC Emergency Text Messaging Service:

Please go to the following website: **<u>nec.omnilert.net/subscriber.php</u>** Follow these steps:

- 1. When the sign-in screen appears, click on the "SIGN UP" link at the top right corner of your screen
- 2. When the next screen loads, fill in all of the following fields:
 - □ Username (we recommend that you use your NEC email username so that it is easy to remember)
 - □ First name
 - □ Last Name
 - □ Password (and then verify the password)

- Next, please choose the NEC campus about which you want to get campus-specific alerts (you can choose both campuses if you want to) as well as any of the optional groups to which you want to subscribe (Note: All users will receive messages about emergency situations. New users are advised to sign up for the "Closings and Cancellations" or "Parking Notifications" groups if they wish to receive messages related to closings, delays, parking lot closures, and snow removal.)
- \Box Agree to the terms of use once you have read and agree to them
- □ Click on the "Create Account" button and your account has been created!

On the next page, enter your:

- □ Cell phone number
- □ Carrier (the company that supplies your cell service)
- \Box Click "add new".
- \Box The system will send a validation code to your phone a short time later. Please open that message and find the code that is <u>inside</u> the message (not the number that the message comes from).
- □ Once you have the code, enter it on your Omnilert page in the "validation code" field.
- □ Press the "Validate" button when done.

If you want to enter a second cell phone number (for instance, if your parent would want to get these messages as well), do the following:

- □ Enter the second phone number on your Omnilert page
- □ Choose the carrier for this phone number, and complete the validation as you did for your first number.

You can have up to two cell phones in the system at any one time. You can add or delete these in your "Services" page of your Onmilert account.

EMAIL: You can also enter an email to which messages will be sent by the system. Please look for the "EMAIL ADDRESSES" area on your account page and enter an email address if you wish to receive messages this way. You will need to validate any emails address you enter (just follow the instructions on the page).

Please contact Jason Buck (<u>ibuck@nec.edu</u>) with any questions about Omnilert and emergency text messaging – and thank you for taking the time to sign up for this important communication tool.