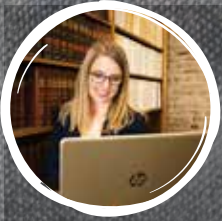


2022-2023



FOX VALLEY TECHNICAL COLLEGE

RESOURCE GUIDE



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Welcome!

I am so glad that you've chosen Fox Valley Technical College as the place to continue your education! Whether you are a recent high school graduate, returning adult student, part-time, full-time, or simply exploring your options, we are happy to be your partners on this journey.

All successful journeys begin with a good plan and I hope you will find this Resource Guide a valuable tool. The Student Services Team has taken great care to develop it, sharing important information for academic success, college resources available to you, key student policies, and finally, a link to our Academic Calendar which includes important dates. Please review the enclosed information to fully understand the benefits and responsibilities associated with being a Fox Valley Technical College student.

Our community of faculty, staff, and student leaders at all of our campuses and regional centers are eager to help you with questions, information about services or events, or to offer suggestions for ways to get more involved on campus. There are so many ways to get involved in leadership, service, or engagement, not only at Fox Valley Technical College but also in the broader community. Take advantage of these opportunities to build on your experiences and grow as an individual.

To learn about ways to get more involved, stop by Student Life in Room E137 on the Appleton campus or the Student Resource Center in Room 135 on the Riverside Campus in Oshkosh. Regardless of your campus or center location, you can always visit connect.fvtc.edu, send an email to, or call Student Life at 920-735-2545 to get more information.

I hope that our paths will cross at some point throughout your educational experience. I look forward to congratulating you at your graduation ceremony or crossing paths with you at one of our College events in the near future. All the best to you this academic year!

Dr. Chris Matheny

President



Christopher J. Matheny



ACADEMIC SUCCESS

Bookstore

eCampus is Fox Valley Technical College's official bookstore offering the most accurate and complete course materials. Order your items online through your MyFVTC account and enjoy FREE, FAST and SECURE delivery to campus or choose the delivery to home option. It is free IF the order is over \$35. The free shipping is also via USPS. You can upgrade to UPS for a faster delivery for a flat rate of \$5.



Your campus store offers new, used, rental and digital course options, a price match guarantee, year-round buyback, and outstanding customer service.



Go to fvtc.ecampus.com for the latest information.

Email

All Fox Valley Technical College students admitted to a program receive an fvtc.edu domain email address. The Fox Valley Technical College email address is designated as the official communication vehicle to provide information to students regarding registration for classes, business transactions, advising, campus activities, and other information which is needed to enhance the college experience.

For a full list of information regarding student email and policies, visit www.fvtc.edu/current-students/student-email.

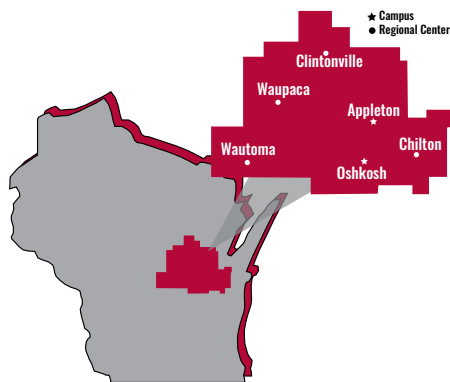


Blackboard

Fox Valley Technical College offers classes facilitated online through a learning management system called Blackboard. Online, Virtual and Hybrid Classes all use Blackboard. You can log into your Blackboard courses using your MyFVTC account username and password. Blackboard can also be accessed through a mobile-friendly Blackboard app, available in the App Store, Amazon App Store, and Google Play. See the Getting Ready tab across the top of the page when you first enter Blackboard for help with getting started.

Regional Centers

Our Oshkosh Riverside campus along with our regional campuses in Chilton, Clintonville, Waupaca, and Wautoma provide an array of services and outreach to students and employers. Our work with students is designed to enhance their opportunity to inquire, enroll, and then progress successfully through their educational careers.



We offer many Associate Degree, Technical Diploma, Certificate, and Adult Basic Education programs onsite, online, and/or hybrid delivery modalities in close proximity to where our students reside. Regional locations also offer many non-credit personal enrichment classes that are highly attractive and relevant to their constituents. Small business and leadership seminars, customized training, and facility rentals engage and respond to the specific needs of area employers. Regional locations also represent Fox Valley Technical College in a variety of local organizations and government agencies.

Oshkosh

150 N. Campbell Road, Oshkosh, WI 54902
920-236-6101 | 1-877-272-4559 | FAX: 920-236-6130



Clintonville

525 S. Main Street, Clintonville, WI 54929
715-823-1555 | 1-800-321-7133 | FAX: 715-823-1550



Chilton

1200 E. Chestnut Street, Chilton, WI 53014
920-849-4416 | 1-800-843-4131 | FAX: 920-849-9100



Waupaca

1979 Godfrey Drive, Waupaca, WI 54981
715-942-1700 | 1-888-324-3218 | FAX: 715-942-1759



Wautoma

556 S. Cambridge Street, Wautoma, WI 54982
920-787-3319 | 1-800-892-2077 | FAX: 920-787-43100



Campus Printing, Copying & Faxing

Each term, students will be provided an allowance of \$25 to be used for course-related printing and copying. This is not a charge to you, but merely an allowance. You will only owe money if you choose to print or copy in excess of your allowance.

Printing Costs	8.5x11	Larger than 8.5x11
Black & White	\$.04	\$.08
Color	\$.14	\$.28

Printing

To print, send your print job to the print queue called ReleasePrint, then log onto any printer to release the print job. To make this release process as efficient as possible, you are encouraged to use your student ID badge as a swipe card. Student ID badges can be requested through Student Life.

Copying

To copy, log onto any printer on campus and select Device Functions, follow the steps on the display screen.

Scanning

To scan, either load papers in the top tray, or place a single sheet on the glass platen. Log onto the printer, select scan, and follow the steps on the display screen.

Faxing

Faxes can be sent from any printer on campus. Log in, select Scan, and choose Outgoing Fax, follow the steps on the display screen.

For additional printing, copying, and faxing related questions, please visit kb.fvtc.edu and search for print or fax or scan the QR code.



MyFVTC

All Fox Valley Technical College students can access online services such as viewing grades and transcripts, changing addresses and other contact information, and enrolling in classes using the MyFVTC website. MyFVTC can be accessed on the Fox Valley Technical College homepage at www.fvtc.edu.

You will need your user ID and password to access MyFVTC. To receive help with this go to the following website: www.fvtc.edu/myFVTChelp.



Teaching & Learning Center (TLC)

Students who are enrolled in credit classes and would like additional assistance mastering course material in math, writing, science, and more can access tutoring and other academic support through the Teaching and Learning Center (TLC) located on the Appleton and Oshkosh campuses. Tutor schedules can be found on the “For Students/TLC” tab in Blackboard.

For more information about tutoring in other content areas and to learn more about our virtual tutoring services, email TLC@fvtc.edu or call 920-993-5227.

Testing Center

The General Studies Testing Center, Room G212 on the Appleton campus, is available for students to complete tests as arranged through instructors. A valid Photo ID is required in the Testing Center.

Class Cancellation

In cases where the instructor will be absent for the day, a notice may be posted at the entrance of the classroom or lab, students may also be notified via email, Blackboard, or other method as deemed appropriate by the instructor. Students should check with their instructor for the method(s) by which the instructor will notify students of a canceled session.

Credit for Prior Learning

Whether you are transferring in credits from another college or have prior learning knowledge and skills that directly relate to the program curriculum, we make it easy to earn credits. It is possible to be granted credit for career-related knowledge and skills you've already mastered.

To learn more about Prior Learning Assessments, visit www.fvtc.edu/programs/credit-for-prior-learning.



Transfer Credit Options

Whether you are an incoming student, transferring to another two-year college, or pursuing your Bachelor's Degree, we make it easy to seamlessly transfer your credits. With full accreditation by the Higher Learning Commission, we offer credit transfer agreements with more than 65 two-year and four-year colleges.

For more information, visit www.fvtc.edu/programs/credit-for-prior-learning.



Enrollment Date & Time

Enrollment appointments are the date and time when you can register for classes. It is not an in-person appointment with Fox Valley Technical College staff. The enrollment appointment is simply the date and time that the online registration system opens for your class registrations. You may register for your classes at your appointment date and time or any time thereafter. You can find your Enrollment Appointment by logging in to your MyFVTC account.

Repeating a Course

When a student repeats a course, the grade of the most recently completed course will be used in calculating the cumulative grade point average (GPA).

Transcripts

Students may request transcripts of their records any time.

For complete information on how to request an official transcript, visit www.fvtc.edu/academics/academic-records/fvtc-transcript.



Grades

Grades are assigned to report student academic achievement. Instructors inform students at the beginning of the semester about the course requirements and evaluation criteria. Any time students are unsure of their progress, they should contact their instructor. Students may review their grades at MyFVTC by clicking on grades. Final grades are recorded on permanent transcripts at the end of each course.

To learn more about grades, go to www.fvtc.edu/about-us/policies/all-college-policies then select **Instruction/Grading System.**



Program Preparation Courses

If you need to work on math, science, sentence skills, and/or reading, Program Prep or Accelerated Learning Program (ALP) courses will help build your academic skills to be successful in your program. These courses are collegiate in terms of the level of expectations for students. Most Program Prep courses are credit-bearing, tuition-bearing, financial aidable and are not applied to program completion requirements. Students are required or recommended to take Program Prep courses based on placement test scores as prescribed by the college.

For further information, visit www.fvtc.edu/academics/program-preparation/program-preparation-courses.



Student Records

It is the policy of Fox Valley Technical College to comply with the Family Educational Rights and Privacy Act of 1974 (FERPA). Students do have rights under FERPA regarding their personal and educational information held by the College.

For more information regarding your rights under FERPA, please visit www.fvtc.edu/ferpa.



STUDENT SUPPORT

Counseling & Advising Services

Academic Advising

Academic advisors are committed to supporting you in your academic and career goals. Your relationship with your advisor is a partnership characterized by mutual respect, engagement, and responsiveness. Advisors can assist with:

- ▶ Assess and address potential barriers you may have prior to beginning your academic journey.
- ▶ Provide additional internal and external resources that will assist you in meeting your academic, personal, wellness, learning enhancement and financial goals.
- ▶ Create a Master Advising Plan to identify goals, clarify your career choice, and create a course plan through graduation.
- ▶ Review your Academic Advisement Report to assist with program progress.

For more information visit, www.fvtc.edu/support-services/counseling-advising-services.



Career Counseling

Our career counselors can help you identify skills, values, interests, and occupational and educational opportunities to determine the best pathway to meet your goals.

For more information visit, www.fvtc.edu/support-services/counseling-advising-services/career-counseling.



Substance Use Disorder Consultation & Counseling

The College provides individual counseling specific to alcohol and other drug use to students and staff through the **LifeLINE Assistance Program**.

This confidential service is provided at no additional cost to current students.

Personal Counseling

Fox Valley Technical College offers personal counseling to assist you with concerns which may interfere with your academic or personal success. Counseling is confidential and free. The staff adheres to the American Counseling Association's ethical guidelines. Counselors are legally bound to report potential suicide, homicide, and suspected child/elder abuse. Personal Counseling resources are available for issues such as:

- ▶ Acceptance (feeling uncomfortable due to age, disability, ethnicity, gender, religion, etc.)
- ▶ Anger management
- ▶ Coping with feelings
- ▶ Culture/diversity issues
- ▶ Depression
- ▶ Eating disorders
- ▶ Family and relationship issues
- ▶ Financial issues
- ▶ Grief
- ▶ Job loss
- ▶ Mental health
- ▶ Returning to school as an adult
- ▶ Self-esteem
- ▶ Stress and anxiety
- ▶ Suicide concerns
- ▶ Time management

For more information visit, www.fvtc.edu/support-services/counseling-advising-services.



Crisis Counseling

Fox Valley Technical College counselors provide intervention, risk assessment, guidance, and support in crisis situations. A crisis is when a student is experiencing a severe psychological or emotional emergency. If you are in crisis and need immediate assistance, one of our On-Call Counselors can see you in person or virtually.

For more information visit, www.fvtc.edu/support-services/counseling-advising-services.



If you are in crisis, need immediate assistance, and would like to be seen by one of our on-call counselors:

FVTC's Counseling & Advising Services

920-735-5696

Monday - Thursday: 8 am to 6 pm

Friday: 8 am to 4 pm

After hours, call your local County crisis line:

- ▶ **Outagamie & Calumet County: 920-832-4646**
- ▶ **Winnebago County: 920-233-7707**
- ▶ **Waushara County: 262-547-3388**

Or text the Hopeline at 741741 ("Hopeline" in the text).

If you are in a medical, life-threatening situation, please call 911.



Veterans Services

Students at Fox Valley Technical College who are planning on using Federal and/or State Veterans education benefits should apply for these benefits through the Veterans Resource Center, Room E119, Appleton Main Campus. Please keep in mind that a child or spouse of veteran may also be eligible for education benefits. Our Veterans Resource Center assists students with Veteran education benefits, academic advising, and other veteran support services.

Students are encouraged to contact Veterans Education Services with questions by calling 920-735-5651 or via email at veterans@fvtc.edu.



Visit Veterans Education Services online at:

www.fvtc.edu/support-services/veterans-services.

Diversity, Equity & Inclusion Services

Diversity is more than just policies, training, or numbers. It is a factor in bringing Fox Valley Technical College to life. We continue to grow our college with students that include but are not limited to gender, race, sexual orientation, ethnicity, disability, age, religion, and socioeconomic status. With respect to each individual student, we strive to provide equal access and opportunity for all to thrive and succeed. We learn from others whose experiences, beliefs, and perspectives are different from our own. We grow from the conversations and stories that made us who we are today and continue to shape whom we will become tomorrow. These lessons can be taught best in a diverse and inclusive environment, where Fox Valley Technical College is committed to creating and upholding.

Equity Commitment

We commit to fostering an inviting and supportive educational environment, where opportunities are accessible, and achievements are possible for every student and staff regardless of individual abilities, differences, and backgrounds.

Our Focus

1. Work to ensure there is equity and cultural understanding while connecting students with the necessary resources needed for their success.
2. Assist marginalized populations to break the cycle of poverty by fostering stability and support through individualized case management.
3. Identify and address barriers to help students navigate the admissions and enrollment process.
4. Develop a targeted approach to enhance the persistence and retention of students experiencing at-risk factors.
5. Develop culturally relevant workshops, equity training/frameworks, and inclusive events for students and staff.

Our Services include but are not limited to:

- ▶ Persistence & Retention for students from enrollment to graduation.
- ▶ Proactive Case Management for students
- ▶ Recruitment for Special Populations to increase access to postsecondary education.
- ▶ Connect marginalized populations within the community to resources and educational opportunities.
- ▶ Cultural Transition Support and assistance to incoming students.
- ▶ Barrier Removal and Emergency Assistance to meet the basic needs of all students.
- ▶ Sponsor both the Hmong Student Union (HSU) & Multicultural Club to promote campus engagement.
- ▶ Develop monthly activities and events to celebrate Heritage Months.

Office

Appleton Campus Room E120

Oshkosh Campus 121

Phone: 920-735-4825

Email: diversity@fvtc.edu

Connect with Us

Monday - Thursday 8:00am - 6:00pm

Friday 8:00am - 4:00pm

www.fvtc.edu/support-services/diversity-inclusion-services



Educational Support Services

Accommodations

The mission of Fox Valley Technical College's Educational Support Services is to assist in creating an accessible college community where students with disabilities have an equal opportunity to fully participate in all aspects of the educational environment. Through partnerships with students, faculty, and staff we promote students' independence and recognize their abilities, not disabilities.



Fox Valley Technical College provides accommodations and support services in compliance with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Amendment Act (ADAA) to:

- ▶ Students with documented disabilities
- ▶ Students seeking Title IX pregnancy/parenting accommodations
- ▶ Students with temporary, non-chronic impairment
- ▶ Students and guests with disabilities participating in Fox Valley Technical College sponsored activities and using Fox Valley Technical College facilities

Services Provided:

Reasonable accommodations may include, but are not limited to:

- ▶ Alternative media
- ▶ Assistive technology
- ▶ Sign Language Interpreter services
- ▶ Testing accommodations
- ▶ Note-taking

Additional services (not covered by ADA):

- ▶ Liaison with instructors, college staff and outside agencies
- ▶ Case management
- ▶ Advising/Advocacy

*Please note, Fox Valley Technical College does not provide personal attendant care.

For more information, visit www.fvtc.edu/support-services/academic-support/disability-related-services.



Enrollment Services

Enrollment Services is located by Entrance 10 on the Appleton Campus. Enrollment questions can also be answered at our Riverside Campus in Oshkosh and our other Regional campus locations in Chilton, Clintonville, Waupaca, and Wautoma. All of our campus locations work together to provide up-to-date information on all programs, admission and application procedures, and information relating to other areas of the college.

For more information, go to

www.fvtc.edu/support-services/enrollment-services.



Enrollment services can assist you with:

- ▶ Making a payment
- ▶ Application for college
- ▶ Transfer credits
- ▶ Academic records
- ▶ Program withdrawals
- ▶ Student services forms

Financial Aid

The Financial Aid office provides information about financial aid opportunities and eligibility. Fox Valley Technical College is here to help students of any age find ways to meet their educational costs. Assistance may be in the form of grants, scholarships, loans, employment, or a combination of these.

For a full list of resources related to Financial Aid,

visit www.fvtc.edu/paying-for-college/financial-aid.



Scholarships

Scholarships are grants awarded to students based on donor established criteria. Fox Valley Technical College's Foundation offers scholarships to students attending the College. Online applications are available for students in the fall and spring of each year.

Complete scholarship information can be accessed

at www.fvtc.edu/paying-for-college/scholarships.



Questions can be directed to 920-735-5608 or foundation@fvtc.edu.



Financial Wellness

The Financial Wellness Center offers information, assistance, and resources on a variety of topics such as budgeting, managing debt, and improving credit. We offer workshops along with in-person or virtual appointments with a financial coach in Appleton or Oshkosh that is free and confidential.

Contact the Financial Wellness Center at 920-735-4855 or go to www.fvtc.edu/support-services/financial-services.



Peer Leaders

Peer Leaders engage prospective students, youth, and community members by leading campus tours, and providing general college information. They work with instructional staff to learn about program areas to provide insight to visitors on campus. Peer Leaders assist with Open House, College Preview Nights, Campus Visit Days, Welcome Days, and New Student Registrations. They serve as a resource to fellow students with admissions, registration, schedule planning, organization, and use of MyFVTC and Blackboard.

Students need to fill out an application and are interviewed for this paid position, with the option of using Work Study.

For more information, visit www.fvtc.edu/paying-for-college/student-jobs/peer-leaders.



Employment Connections

Employment Connections is the primary employment resource for Fox Valley Technical College's students and graduates. They offer job search guidance and support through staff, events, and resources. Whether a student is looking for work opportunities while going to school or trying to land a full-time job after graduation, Employment Connections is the place to go.

Employment Connections offers these services and more:

- ▶ LinkedIn Assistance
- ▶ Resume and cover letter reviews
- ▶ Mock interviews
- ▶ On-campus employer recruitment & interviewing
- ▶ Job fairs and employment seminars
- ▶ Networking events
- ▶ Full and part-time job opportunities and internships on Handshake

For more information, visit www.fvtc.edu/employment-connections.



Handshake

is the #1 way college students find jobs.

Handshake focuses on helping students find the jobs that they are looking for and makes it easy for employers to recruit students.

Handshake partners with Fox Valley Technical College and employers—bringing the best opportunities to campus and onto the job posting platform for students.

The top employers—including all the Fortune 500—recruit students through **Handshake**, giving students access to jobs and internships not available anywhere else.

Create your **Handshake** profile and discover jobs that are a good fit for you. You can filter and search through jobs roles based on your interests, and discover new career possibilities.

Best of all, recruiters will message you directly with event invites and job opportunities.

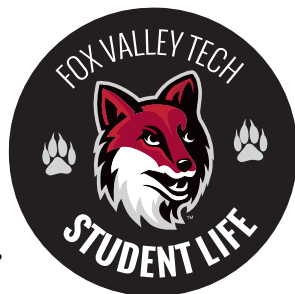
Join today and get recruited by the top employers for full-time, part-time jobs and internships—no experience required.



Don't get stressed. Get started. Joinhandshake.com

Student Life

The Student Life department at Fox Valley Technical College provides all students the opportunity to participate in student activities, events, leadership development, organizations, as well as Student Government Association and Campus Engagement Organization. In addition, students can find a relaxing environment to visit in between classes, purchase stamps, discount tickets and, FOXES gear, or socialize with friends. Visit room E137 to find more opportunities for on-campus recreation such as video games, billiards and board games.



A yearly Speaker's Series is provided by the department as well as the Foxes LEAD program which helps students gain valuable interpersonal skills for the workplace. Welcome Days, a program for new students to become familiar with the College is also sponsored by Student Life. For the most up-to-date information on Student Life offerings please use the FOXES Connect app or visit connect.fvtc.edu.

For more information, please see information under Student Life or visit www.fvtc.edu/college-overview/student-life.



RESOURCES

Dental Clinic

Fox Valley Technical College offers two competitive and accredited dental programs-Dental Hygiene and Dental Assisting. The Dental Clinic currently located at the Appleton Campus provides comprehensive dental hygiene therapy to anyone. These services are provided by dental hygiene students and include but are not limited to comprehensive medical history, oral cancer screenings, digital radiographic imaging, patient education, dental prophylaxis (cleaning), periodontal therapy, and fluoride treatments. Dental hygiene students become licensed to administer local anesthetic and nitrous oxide. Local anesthetic at times may be needed during patient treatment and is performed under the supervision of a dentist.

The Dental Clinic at Fox Valley Technical College welcomes new and existing patients. Please contact the dental hygiene program for more information at 920-735-4884.

At that time, you will be asked a few screening questions and your contact information will be made available for students to contact you. Students recruit their own patients and appointments will be made based on student schedule availability.

Parent/Child Center

The Parent/Child Center provides child care for students and staff of Fox Valley Technical College, as well as members of the community. The center is located at the Appleton campus and is licensed for 96 children, ages 6 weeks through 5 years year-round, and 6-9 years old during the summer only. Wisconsin Shares Child Care Subsidy Payments are accepted from families who are approved by the State.

We provide for the educational, social/emotional and, physical needs of the children, while also providing a learning experience/opportunities for college students enrolled in various programs at FVTC.

FVTC PCC Email: ParentChildCenter@fvtc.edu

Child care Subsidy Website: <https://dcf.wisconsin.gov/wishares>

For more information, visit www.fvtc.edu/campus-resources/child-care-center.





Food Service

Food Service is offered on the Appleton campus and offers menu selections for breakfast and lunch items. Vending options are also available at most Fox Valley Technical College locations.

Food Service menus and schedules will be posted on www.fvtc.edu/campus-resources/dining-on-campus.



Food Pantry

The Fox Valley Technical College Food Pantry serves the needs of currently enrolled students experiencing financial hardship or crisis leading to food insecurity. We are here to ensure students have access to nutritious foods that help power learning and wellness. It is our promise that all of you will be treated with dignity and respect on your educational journey. It is our pleasure to serve you.

Located in room E105. Check the FVTC website for hours of operation www.fvtc.edu/support-services/emergency-resources/fvtc-student-food-pantry.



Housing

Tech Village is an exciting campus community located only 2 blocks from the Appleton campus. This housing opportunity offers apartment style living with private kitchens and baths, and includes all utilities.

Students attending classes in Oshkosh may be interested in our affiliation with UW-Oshkosh. This program offers traditional residence hall rooms and community bathrooms, with all utilities included.

More information on housing, visit www.fvtc.edu/campus-resources/housing.



FVTC Students with Children

Being a parent and a student can be challenging. FVTC wants to support students who are raising children while expanding on their education. To show our support, we offer a wide range of services to students who are balancing school, work, and a family to make their college experience easier and enjoyable.

Check out the following resources:

Starting Point

A Free Foundational Course for Women and their Children

to start their education: www.fvtc.edu/academics/adult-education/starting-point-20-empower

FVTC Parent Child Center

For quality childcare: www.fvtc.edu/campus-resources/child-care-center

Part-time YMCA Drop In Care

For Parenting Students enrolled in a class or working towards obtaining their GED or HSED.



Scan Me!

Parenting and Emergency Resources

www.fvtc.edu/support-services/emergency-resources

FVTC Students with

Children Private Facebook Group

For family friendly Student Life Events

www.facebook.com/groups/2265401143608921



Scan Me!

Contact information: Kara Nowak | nowakk@fvtc.edu | 920-735-5722

EMPLOYABILITY ESSENTIALS



Adapt to Change

Anticipate changes and positively respond to them.



Think Critically and Creatively

Apply independent and rigorous reasoning that leads to informed decisions, innovation, and personal empowerment.



Work Collaboratively

Work collaboratively with others to complete tasks, solve problems, resolve conflicts, provide information, and offer support.



Communicate Effectively and Respectfully

Apply appropriate writing, speaking and listening skills across various settings to engage diverse audiences.



Act Responsibly

Apply ethical standards in both personal and professional behavior.



STUDENT LIFE PRINCIPLES



Balance

How school fits in with your life.



Belongingness

Making connections with others at school.



Support

Getting the resources you need when you need them.





Student Finance Navigators

Student Financial Navigators work 1-on-1 with students facing personal, financial and academic challenges that may act as a barrier to attending college. Our goal is to connect students with campus and community resources to address their financial barriers and basic needs.

To request assistance, complete form at www.fvtc.edu/SFHelp.

Questions can be directed to SFN at (920) 735-4881 or SFHelp@fvtc.edu.





Fitness Center

The College has a Fitness Center that supports the concept of total wellness of mind, body, and spirit. The Fitness Center is located in Room E170 on the Appleton campus and features a variety of exercise equipment available for free use by students and staff (this does not include friends and family members). Shower facilities and locker rooms are also located near the Fitness Center.

The Fitness Center is open Monday - Friday from 7:00 a.m. until 9:00 p.m. and Saturdays from 8:00 a.m. 4:00 p.m. Additionally, you may participate on your own remotely using our own Fox Valley Technical College Fitness Center app.



Register for the app and get all the details by visiting our website: www.fvtc.edu/campus-resources/fitnesscenter.



To contact the Fitness Center please email fitnesscenter@fvtc.edu.



Campus Care Clinic

The Campus Care Clinic is available to enrolled students with a current student ID. Services such as: wellness consultations, immunizations, blood pressure checks, lab draws, sports physicals, minor injury care, and consultations for minor conditions are provided at no charge. Acute care services are also available.

You may schedule an appointment through www.mythedacare.org or call the clinic at 920-735-5699.

You may also visit www.fvtc.edu/campus-resources/campus-care-clinic for additional information about the clinic.



ThedaCare™

Library Services

The Fox Valley Technical College Library staff answers questions and offers research help to students both in person at the information desk in the library on the Appleton campus and through the library's website (library.fvtc.edu/Start) via the live chat. The library staff also provides help by phone during staffed hours.

Library resources, guides, and tutorials are available on the library website. They include collections of articles, books, statistical sources, and multimedia, such as streaming videos. Tutorial videos demonstrate how to find resources at the library. Guides cover how to find research materials for various subject areas, how to evaluate and cite sources, and how to use research content in written assignments.

The library's online catalog lists books, audiobooks, and DVDs that the library physically owns. Additional library items may be requested through interlibrary loans. Some textbooks may be available on reserve for use only in the library.

The library has study rooms that may be reserved for two-hour periods. Computers are available in the library; campus visitors and alumni may use them, but students have priority. Students may use the copiers and printers using their FVTC credentials and members of the general public may purchase debit cards for printing and copying.

Contact a Librarian:

Phone: 920-735-5653

Email: library@fvtc.edu

Chat at library.fvtc.edu/Start



Library Service Regular Hours

Monday - Thursday: 8:00 am - 7:00 pm

Friday: 8:00 am - 4:30 pm

Sunday: 3:00 pm - 7:00 pm ONLINE ONLY

Summer & Break Hours

Monday - Friday: 8:00 am - 4:30 pm



Bulletin Boards

Bulletin boards located on the college campuses are for student organizations and departmental use only to promote internal events or events sponsored by the various college departments or organizations. Types of items that may be posted on Fox Valley Technical College's bulletin boards include club news, Student Government information, college events, announcements, and student events. There is limited space for community events. All postings are required to be submitted to Student Life or the Site Director for approval and postings. Fliers posted without approval will be removed immediately.

Businesses may not post information. Businesses may contact Employment Connections for job postings. Departments and student organizations are required to submit fliers for approval and posting.

External events posted without approval, will be removed immediately.

SWAP Board

The SWAP Board is the place to look for postings of items for sale, rooms or apartments for rent, books to buy, and transportation. The Fox Valley Technical College Swap Board is located 100% online. All postings will remain for a limited time period. Students need to put all pertinent information form and then post the information on the SWAP board.

Visit swapboard.fvtc.edu for more information.



Photo ID

Student Photo Identification Cards are available through Student Life. In order to be issued a Student Photo ID Card, an individual must be currently registered in at least one or more, one credit Fox Valley Technical College class(es). ABE and ELL students are also eligible.



Students requesting their first Student Photo ID Card should visit Student Life in Appleton or the front desk of the Riverside Campus in Oshkosh, Chilton, Clintonville, Waupaca, or Wautoma regional centers. Students must provide photo proof of identification in order to receive a student ID card.

Student Photo ID Cards are used for official college transactions, including testing services, student discounts, use of Valley Transit Bus Service and Go Transit Bus service, computer access, library book rental, locker rental, participation in Student Life events, including recreational trips and book buy-back. Your student ID card may also be used for voting in conjunction with a printout of your current class enrollment.

Each Student Photo ID Card has an expiration date. Students are responsible to request a renewed Student Photo ID Card from Student Life prior to the expiration date. There is no charge for a renewed Student Photo ID Card, but students are subject to the enrollment requirements from above in order to be issued a renewed Student Photo ID Card.

Students not having a valid Student Photo ID Card will not be eligible to receive services, discounts, or giveaways. Students who lose their ID card may purchase a replacement card for a fee, and only if their accounts are in good standing with the College.



Lockers

Lockers are available for students or a student organization at the Appleton Campus, the Riverside campus in Oshkosh, SJ Spanbauer Center. The rental period is for the academic school year (August through May). To rent a locker, a student must have a current Student Photo ID Card. Students are not required to rent a locker, but those who do must agree to the locker policy. Items not removed from lockers by May 31st of the current academic year will be disposed of. Students in need of modified lockers due to disability should see a staff member in Educational Support Services or contact Student Life.

To request a locker, visit Student Life in Appleton or the front desk of Riverside or SJ Spanbauer Center. For more information contact studentlife@fvtc.edu or 920-735-2545.

The cost of a locker rental is \$10.00 per academic year. This is from August 1 to May 31 of an academic year. Students requesting to rent a locker after the end of the Fall semester will be charged \$5.00 for the rental period of January 1 to May 31.

Mail Services

Students may mail letter size envelopes using the “outgoing” drop box located near Entrance 9 in the Appleton Campus Main Building. Letters must have postage applied and books of stamps are available in the Appleton Student Life Center.

No large packages may be mailed on campus.

Bus Transportation

Busing for Appleton and Oshkosh is available through their respective city transit services. Bus transportation is available between Appleton and Oshkosh using GO transit route 10. Busing is free for all currently enrolled Fox Valley Technical College students with an updated Student ID.

For questions on this service, please contact Student Life at 920-735-2545 or email studentlife@fvtc.edu.

Valley Transit & GO Transit

Valley Transit and GO Transit both offer students apps available in the App Store and Google Play. These free apps provide the most up to date information on routes, schedules, detours and also offer live tracking of your bus. We encourage all students to use these apps to assist them with their travels.

DOWNLOAD THE NEW
VALLEY TRANSIT APP!



Valley Transit

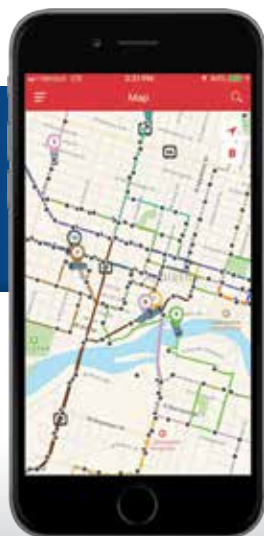
CONNECTING THE FOX CITIES



More information:

Call (920) 832-5800 or visit myvalleytransit.com/app today.

**SCAN THE QR CODE
TO DOWNLOAD THE APP TODAY!**



*Scan the QR code
to download the
app today!*





Campus Safety & Security

Campus Safety and Security services staff provide a safe and secure environment for students, staff and visitors at Fox Valley Technical College. Security officers patrol the campus buildings and parking lots during the hours of operation.

If you have questions or need to report an incident, contact the security office. For any concerns, tips, or security issues email security@fvtc.edu.

- ▶ **Appleton, Room F112: 920-735-5691**
- ▶ **Public Safety Training Center: 920-560-1699**
- ▶ **Oshkosh/Riverside: 920-236-6166**
- ▶ **In all life threatening emergencies, dial 911**

For access to the Annual Security and Fire Safety Report, and the Daily Crime and Fire Log please see the Campus Safety and Security webpage at www.fvtc.edu/about-us/campus-safety.



Download the LiveSafe App for FVTC emergency notifications.



Get the App

- 1 Download "LiveSafe" from Google Play or the App Store.
- 2 Register with your phone number.
- 3 Search for & select your organization. You're set!



POLICY

This section provides a selection of the most referenced College policies.

For a list of all current College policies please view:

www.fvtc.edu/about-us/policies/all-college-policies.



Equal Opportunity & Affirmative Action Commitment

Notification of Compliance

Fox Valley Technical College (FVTC) is an Equal Opportunity/Affirmative Action institution, providing equal opportunity to all persons, including members of underrepresented racial and ethnic backgrounds, females, veterans, and individuals of all abilities.

Fox Valley Technical College strongly and actively strives to increase diversity and provide equal opportunity within its community. Fox Valley Technical College does not discriminate against persons based on age, color, disability, ethnicity, gender, gender expression, gender identity, genetic information, height, marital status, national origin, political persuasion, pregnancy, childbirth or related medical conditions, race, religion, sex, sexual orientation, transgender status, veteran status or weight. This applies to conduct occurring on campus, and during any College program or activity off-campus or abroad including academic programs, admissions, recruitment, financial aid, housing, and employment.

Fox Valley Technical College recognizes the importance of diversity for assuring the success of students and graduates in an increasingly global environment. We seek to establish the diversity that will provide all of our students with a learning environment to develop leaders and lifelong learners. Our efforts to attract a diverse student body will be enhanced by attracting diverse staff and administrators.

Fox Valley Technical College is committed to maintaining a work and educational environment free from influence or prejudicial behavior and sexual harassment and a workplace and educational environment in which all terms, conditions, privileges, and benefits are administered in an equitable manner. Fox Valley Technical College has an internal complaint procedure and system to process and resolve grievances. For additional information regarding these processes, please contact the staff designated below:

Equal Opportunity/Affirmative Action Officer:

Rayon Brown, Vice President for Diversity, Equity, & Inclusion & Interim Vice President for Student Services

920-735-4820

brown@fvtc.edu

Title IX/Gender Equity Coordinators:

Therese Nemec, Director – Center for Instructional Excellence

920-735-4765

nemec@fvtc.edu

Shannon Gerke Corrigan, Registrar

920-735-4796

gerkecor@fvtc.edu

Americans with Disabilities Act/504 Coordinator:

Elizabeth Burns, Associate Vice President - Student Services

920-735-5795

burnse@fvtc.edu

Notificación de Conformidad

FVTC activamente se esfuerza para aumentar la diversidad y proveer oportunidades de igualdad dentro de su comunidad. FVTC no discrimina a las personas por su edad, color, discapacidad, etnicidad, género, expresión de género, identidad de género, información genética, estatura, peso, estado civil, nacionalidad, creencias políticas, embarazo, parto o condiciones médicas relacionadas, raza, religión, sexo, orientación sexual, estado transgénero, veterano o cualquier otra clase protegida.

FVTC reconoce la importancia de la diversidad para garantizar el éxito de los estudiantes y los graduados en un ambiente cada vez más global. Buscamos establecer la diversidad que ayudara a proveer a todos nuestros estudiantes con un ambiente de aprendizaje que desarrollara nuestros futuros líderes. Nuestros esfuerzos para atraer a un grupo estudiantil diverso ayudaran a intensificar una administración y un personal diverso.

FVTC se compromete a mantener un ambiente laboral y educacional libre de conducta perjudicial y de acoso sexual en el cual todos los términos, condiciones, privilegios y beneficios se administran de manera equitativa. Esto se aplica en el campus y durante cualquier programa o actividad universitaria fuera del campus o en el extranjero, incluyendo programas académicos, admisiones, reclutamiento, ayuda financiera, vivienda y empleo. FVTC tiene un procedimiento interno de reclamos y un sistema para procesar y resolver injusticias. Para obtener información adicional sobre estos procesos, comuníquese con el personal designado a continuación:

Equal Opportunity/Affirmative Action Officer:

Rayon Brown, Vice President for Diversity, Equity, & Inclusion & Interim Vice President for Student Services

920-735-4820

brown@fvtc.edu

Title IX/Gender Equity Coordinators:

Therese Nemec, Director – Center for Instructional Excellence
Appleton Campus – G118D
920-735-4765
nemec@fvtc.edu

Shannon Gerke Corrigan, Registrar
920-735-4796
gerkecor@fvtc.edu

Americans with Disabilities Act/504 Coordinator:

Elizabeth Burns, Associate Vice President - Student Services
920-735-5795
burnse@fvtc.edu

Kev Ceeb Toom Raws Txoj Cai

FVTC sib zog rhiav kom muaj kev sib luag rau txhua txhua tus neeg. FVTC yuav tsis cais ib tug neeg twg los tawm nws txoj kev laus los hluas, nws cev nqaj daim tawv, nws qhov xiam hoob qhab, nws caj ces, nws yog poj niam los txiv neej, kev xaiv tawm nws tus kheej los ua poj niam los yog txiv neej, genetic information, nws qis los siab, nws txoj kev txij nkawm, neeg txawv teb chaws, nws txhoj kev xaiv nom xaiv tswv, cev xeeb tub, yug me nyuam los sis kev muaj mob muaj nkeeg, nws haiv neeg, nws kev tseeg dab qhuas, nws txoj kev nyiam txiv neej los pom niam, nws txoj kev xaiv pauv ua poj niam thiab txiv neej, yog qub tub rog los sis qhov nws sib los nyhav, nrog rau txhua tus neeg uas yuav tau tiv thaiv.

FVTC paub txog qhov tseem ceeb ntawm kev sib luag, peb yuav ua kom tshwm sim rau cov tub ntxhais kawm thiab cov kawm tiav nyob rau ib lub teb cawg muaj ntau hom neeg. Peb nrhiav kom tau los sis tsa kev sib luag pub rau peb cov tub ntxhais kawm nrog rau txoj kev nkawm los tsa kom muaj cov coj thiab kev nkawm rau yav pem suab. Yog peb rub kev sib luag rauv txhua tus tub ntxhais nkawm ntawm peb yuav rub tau kom muaj ntau hom neeg los sis cov yuav los coj rau peb lub tsev nkawm ntawv.

FVTC cog lus kom muaj qhov chaw ua hauj lwm thiab chaw kawm ntawv kom tsis muaj kev saib tsis taus ib tug neeg twg thiab raws kev teev tseg, kev tso ua thiab kev pab yuav muaj tus saib xyuas kom sib luag zov. Qhov no, yuav ua kom muaj rau tsev kawm ntawm, thiab lub sij hawm muaj qhib kev pab cuam los sis yog lus sij hawm tawm ntawm lub tsev kawm ntawm, mus kawm rau txawv teb chaws, lub sij hawm cuv npe nkawm ntawv, lub sij hawm nrhiav cov tub ntxhais kawm, nrhaiv nyiaj txiag xws li financial aid, los yog tsev nyob thab kev ua hauj lwm. FVTC muaj txoj kev saub tseg thiab txoj kev los qhia thaum ib tug neeg ua tsis yog. Yog xav paub ntxiv txog txheej txheem no, thov hu rau tus neeg ua hauj lwm dam qab no:

Equal Opportunity/Affirmative Action Officer:

Rayon Brown, Vice President for Diversity, Equity, & Inclusion & Interim Vice President for Student Services

920-735-4820

brown@fvtc.edu

Title IX/Gender Equity Coordinators:

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gerkecor@fvtc.edu

Americans with Disabilities Act/504 Coordinator:

Elizabeth Burns, Associate Vice President - Student Services

920-735-5795

burnse@fvtc.edu

Pregnant & Parenting Students

In compliance with Title IX, Fox Valley Technical College supports students who are pregnant and/or parenting during their education. A student in need of accommodation due to pregnancy or parental status must self-disclose this need to Fox Valley Technical College. This disclosure may be made to any college employee, who will refer them to Educational Support Services. Pregnant and parenting students are not required to use these services, but it is highly encouraged. For the full procedure, visit www.fvtc.edu/about-us/policies/affirmative-action-eeo and select “Pregnant and Parenting Students” on the sidebar.

Students with Disabilities

Prospective and currently enrolled students with disabilities may be protected by law from discrimination based on disability. The Americans with Disabilities Act of 1990 (ADA) is a federal civil rights law that provides protection in several ways to people with disabilities. This protection means that Fox Valley Technical College will not discriminate in recruitment, admission, or treatment of students with disabilities, make pre-admission inquiries regarding disabilities, or exclude a qualified person with a disability from any course of study. Fox Valley Technical College provides disability related accommodations to enable students to overcome or cope with their difficulties and express or demonstrate their abilities to perform essential functions of a program or course.

An individual with a disability is defined as someone who has a mental or physical impairment that substantially limits one or more major life activities such as walking, seeing, hearing, speaking, breathing, learning, caring for oneself, performing manual tasks, or working. To obtain more information or request accommodations, contact Educational Support Services at 920-735-2569. For additional information, please visit www.fvtc.edu/support-services/academic-support/disability-related-services.

Religious Accommodation

Fox Valley Technical College is committed to providing a welcoming and inclusive environment and recognizes that its students represent many diverse backgrounds. The College is committed to providing reasonable accommodation for students' sincerely held religious beliefs, observances, or practices that may conflict with college policies, procedures, examinations, or other academic requirements unless such an accommodation would create undue hardship or fundamentally alter our work, program and/or mission. For additional information, please visit www.fvtc.edu/about-us/policies/all-college-policies and select "Religious Accommodations" under the "Students" section.

Student Code of Conduct - General

Fox Valley Technical College believes in creating and maintaining a learning environment that values academic excellence, institutional integrity, justice, equity, civility and diversity. The College is committed to the academic and personal development of all students and requires the behavior of all students to be compatible with the mission and values of the College. Students are required to conduct themselves in a positive and appropriate manner at all times while attending all College sponsored activities, both on or off any district campus. The Code of Conduct is established to foster and protect the core missions and objectives of the College, to foster the scholarly and civic development of the College's students in a safe and secure learning environment, and to protect the faculty, staff, and students as well as the properties and processes that support the College and its missions. For the complete Code of Conduct visit www.fvtc.edu/about-us/policies/all-college-policies and select "General and Academic Behavior (Procedures)" under the "Students" section.

For use in all college-level conduct, including violations of alcohol policy, weapons policy, threats and acts of violence and other violations of state or federal law.

Prohibited Behaviors

Alcohol/Drug Abuse Policy

Fox Valley Technical College supports the goals and policies of a drug and alcohol free educational environment and workplace and is committed to providing students, faculty, staff, and visitors a safe and healthy campus and workplace. FVTC recognizes the health risks associated with controlled substance use and alcohol misuse and is committed to supporting students and employees who seek treatment for these issues. FVTC also recognizes that controlled substance use and alcohol misuse diminish workplace productivity, student learning and presents concerns for overall campus safety.

The provisions of this policy are intended to comply with applicable state and federal laws including, but not limited to, the Drug-Free Workplace Act of 1988, the Drug-Free Schools and Communities Act Amendments of 1989, and the Americans with Disabilities Act of 1990.

For a complete description of this policy visit www.fvtc.edu/about-us/policies/all-college-policies and select “Drug & Alcohol Free Campus and Workplace” under “Health and Safety”.

Academic Conduct

The Code of Conduct – Academic applies to behaviors that take place during participation in any Fox Valley Technical College course, workshop, seminar or other learning activities. This may include, but is not limited to:

- ▶ Misconduct during classroom instruction; including lab/fieldwork experience supervised by a Fox Valley Technical College instructor or instructional aide.
- ▶ Misconduct done during preparation for a Fox Valley Technical College course, such as research, study, online discussion boards or group work.
- ▶ Misconduct during participation in a practicum, clinical or other work-based assignment for the completion of a degree. This time may or may not be under direct supervision by a Fox Valley Technical College instructor or instructional aide.
- ▶ All other courses of misconduct as deemed by the Vice President for Instructional Services or designee. In the classroom and in all aspects of College life, the goal is to provide opportunities for all students to succeed. The College will limit or prohibit participation within the learning environment when observed behavior jeopardizes the safety of the student and/or others or violates a program policy. The College will take disciplinary action to prevent and stop behaviors, which inhibit the learning process by violating the following standards, which include, but are not limited to:

1. Academic dishonesty is defined as cheating of any kind, including misrepresenting one's own work, taking credit for the work of others without crediting them and without appropriate authorization, and fabrication of information. Common examples of an academically dishonest behavior include, but are not limited to, the following:
 - a. Cheating:
 - i. intentionally or knowingly using or attempting to use unauthorized materials, information, or study aids in any academic exercise;
 - ii. engaging in unauthorized collaboration in any academic exercise;
 - iii. submitting work for an in-class examination that has been prepared in advance; representing material prepared by another as one's own work;
 - iv. submitting the same or substantially the same work in more than one course without the prior permission of both instructors;
 - v. violating rules governing administration of examinations;
 - vi. violating any rules related to the academic conduct of a course or program.
 - b. Fabrication:
 - i. intentionally or knowingly, or unauthorized falsification or invention of any data, information, or citation in an academic exercise;
 - ii. giving false or misleading information regarding an academic matter.
 - c. Plagiarism: intentionally or knowingly representing the words, ideas, or sequence of ideas of another as one's own in any academic exercise; or failure to attribute any of the following: quotations, paraphrases, or borrowed information.
 - d. Falsification and forgery of College academic documents:
 - i. intentionally or knowingly making a false statement, concealing material information, or forging a College official's signature on any College academic document or record;
 - ii. making false statements to or concealing material information from a college employee that results in the creation of a false academic record or document. Such academic documents or records may include transcripts, registration drop/add forms, requests for advanced standing, etc. (Falsification or forgery of non-academic College documents, such as financial aid forms, shall be considered a violation of the Code of Conduct – General).

- e. Facilitating academic dishonesty, intentionally or knowingly helping or attempting to help another to commit an act of academic dishonesty.
 - f. Sanction violation: violating the terms of any disciplinary sanction imposed in accordance with this Code of Conduct – Academics.
2. Inappropriate or prohibited use of the College’s computers or computer system; including but not limited to, illegal downloading and/or peer-to-peer file sharing of copyrighted material.
 3. Violation of course rules as contained in the course syllabus or other information provided to the student.
 4. Violation of program policies and/or regulations as established by a division or department and made available to students.
 5. Unethical, inappropriate, or illegal use of technology resources of the College. Students who connect their personal computers to the campus network will also be held responsible for any violation.
 6. Disruptive behavior that detracts from the educational environment.
For a full description of this procedure, visit www.fvtc.edu/about-us/policies/all-college-policies, select “General and Academic Behavior (Procedures)” under “Students”.

Copyrights

Fox Valley Technical College employees and students must follow copyright laws. Copying proprietary software is theft and will not be tolerated. Illegally copied software subjects the College to the risk of litigation and denies software authors the compensation they deserve. Similarly, if you make materials available for others to retrieve or use copyright law must be followed. In general, every document, image, or sound is covered by copyright upon creation and may only be used or redistributed with the permission of the copyright holder. For a full description, visit www.fvtc.edu/about-us/policies/all-college-policies select “Copyright Compliance” under “Instruction”.

Information Technology Policies

Acceptable Use of Computing Resources The use of computers is a privilege provided by Fox Valley Technical College to students to support the education and research consistent with Fox Valley Technical College educational objectives. When you are provided access to College computing resources your use may be explicitly or implicitly limited. For the complete policy regarding computer usage, visit www.fvtc.edu/about-us/policies/all-college-policies, select “Acceptable Use of Computing Resources” under “Students”.

Student Email

All Fox Valley Technical College students admitted to a program will receive an fvtc.edu domain email address. The Fox Valley Technical College email address is designated as the official communication vehicle to provide information to program students regarding registration for classes, business transactions, advising, campus activities, and other information needed to enhance the College experience. All non-program students will receive official email communications to their preferred email account. For the complete policy, visit www.fvtc.edu/about-us/policies/all-college-policies and select “Student Email” under “Students”.

Title IX/Sexual Misconduct

Title IX of the Education Amendments of 1972 ("Title IX") protects people from discrimination based on sex in education programs or activities which receive Federal financial assistance. Title IX states:

No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.

Fox Valley Technical College adheres to all federal, state, and local civil rights laws prohibiting discrimination in employment and education. FVTC does not discriminate in its admissions practices, in its employment practices, or in its educational programs or activities on the basis of sex/gender. As a recipient of federal financial assistance for education activities, FVTC is required by Title IX of the Education Amendments of 1972 to ensure that all of its education programs and activities do not discriminate on the basis of sex/gender. Sex includes: sex, sex stereotypes, gender identity, gender expression, sexual orientation, and pregnancy or parenting status.

Complaints or notice of alleged policy violations, or inquiries about or concerns regarding this policy and procedures, may be made internally to TitleIX@fvtc.edu or the Title IX Coordinators:

Shannon Gerke Corrigan

Registrar/Title IX Coordinator

Enrollment Services

Room E111C – Appleton Campus
920-735-4796

gerkecor@fvtc.edu

Therese Izzo Nemec

Director, Center for Instructional Excellence

Center for Instructional Excellence

Room G118B – Appleton Campus
920-735-4765

nemec@fvtc.edu

Title IX Team

Jayne Bowman - Security Services Director

Terleen Cheslock - Strategic HR Manager

William Green - Student Conduct Manager

Derek Reiter - Security Services Manager

Hannah Westphal - Strategic HR Manager

For more information visit: www.fvtc.edu/SexualMisconduct.

Fox Valley Technical College has determined that the following administrators are Officials with Authority to address and correct sexual harassment and/or retaliation. In addition to the Title IX Team members listed above, these Officials with Authority listed below may also accept notice or complaints on behalf of Fox Valley Technical College.

Dr. Christopher Matheny - President, Fox Valley Technical College

Dr. Jennifer Lanter - Interim Chief Academic Officer

Amy Van Straten - Vice President for Finance & Facilities

Troy Kohl - Vice President for Information Technology

Susan Kaufman - Interim Vice President for Human Resources

Rayon Brown - Vice President for Diversity, Equity, & Inclusion & Interim Vice President for Student Services

Elizabeth Burns - Associate Vice President for Student Services

Deb Heath - Associate Vice President for Regional Campuses

Fox Valley Technical College has also classified most employees as Mandated Reporters of any knowledge they have that a member of the community is experiencing sexual harassment and/or retaliation.

Inquiries may be made externally to:

Office for Civil Rights (OCR)

U.S. Department of Education

400 Maryland Avenue, SW

Washington, D.C. 20202-1100

Customer Service Hotline #: (800) 421-3481

Facsimile: (202) 453-6012

TDD#: (877) 521-2172

Email: **OCR@ed.gov**

Web: **www.ed.gov/ocr**

A student who reasonably believes that a violation has occurred in one or more of these categories may file a written complaint to the Wisconsin Technical College System. Complaints must be signed by the student and submitted on the official WTCS Student complaint form located on the **www.wtcsystem.edu** website.

2022-2023 Academic Calendar

Check out the 2022-2023 Academic Calendar by scanning the code below or following the link.



www.fvtc.edu/AcademicCalendar



Fox Valley
TECHNICAL COLLEGE®
Knowledge That Works