

From: Violeta Navarro
To: TACs
Date: May 10, 2023
Subject: ACCESS Classes - Increase in No Shows

Hi TACs,

This is a reminder to unregister students from ACCESS classes if they do not plan on attending. This will make room for other students to get registered. We often get complaints from TACs that ACCESS classes are full and they are having trouble finding an open class.

In March through April we had a total of 65 no shows. Fifty nine of those were no shows in online classes. In today's ACCESS online class we had a total of 19 no shows. We *will not* be adding any additional ACCESS classes.

For instructions on how to unregister a student please refer to the [TAC nexTEST](#) guide.

If you have any questions please let me know.

Thanks,

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