



Dear KC Visitors,

We want to assure you that we take the health and well-being of our campus community very seriously. To assist in our efforts to provide a healthy environment at Kilgore College, we have developed a self-screening COVID-19 symptom checklist for students, visitors, faculty and staff that is listed below. The checklist is mandatory for all who come to our KC locations.

**Face coverings must be worn while on campus.** Additionally, we ask that you **self-monitor** your temperature prior to coming to any of our locations.

**Do not** come to campus if you have any of the following new or worsening signs or symptoms.

- Cough
- Repeated shaking with chills
- Headache
- Loss of taste or smell
- Shortness of breath or difficulty breathing
- Feeling feverish or a measured temperature greater than or equal to 100.0 degrees
- Known close contact with a person who has been lab confirmed within the past 14 days to have COVID-19
- Chills
- Muscle pain
- Sore throat
- Diarrhea

It is important for the visitor to follow-up with his/her physician or healthcare provider if needed, and to abide by the provider's directive of when it is safe for the visitor to return to a KC campus, facility or other instructional site.

If a visitor is diagnosed with COVID-19, it is important for the visitor to notify the College by contacting the Office of the Executive Vice President and Chief Student Affairs Officer at (903) 983-8189.

We are all in this together. We will continue to monitor the COVID-19 situation and will follow guidance from public health officials and government agencies so we can continue to support our campus community and provide a safe environment for students, visitors, faculty and staff.

For more information, please visit [www.kilgore.edu/COVID-19](http://www.kilgore.edu/COVID-19).

*Sincerely,*

**Manny Almanza**

**Director of Marketing  
Kilgore College**