



COLORADO

**Division of Private
Occupational Schools**

Department of Higher Education

Jared Polis
Governor

Dr. Angie Paccione
Executive Director

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Chief Occupational Education Officer/Director

Programs and courses at Occupational Schools may resume in-person classes at 50% of the occupancy limit not to exceed 50 people per room. If the room is extra large, the Occupational School may allow up to 100 people indoors within their usable space calculated using the [Social Distancing Space Calculator](#). Schools are responsible for ensuring that **Social Distancing Requirements** are strictly followed. Refer to the [Department of Higher Education's guidelines](#) for further information. Occupational Schools must follow the requirements for indoor events listed in Section I.H.4 of Public Health Order 20-28.

In accordance with the guidelines above, all Private Occupational Schools must inform your Program Specialist at DPOS of your plans to continue providing education by using the required affidavit form found on the website. State statute and rule requires that any permanent change in method of delivery must be approved by the Private Occupational School Board.

Be aware of and adhere to:

- All local county and municipal requirements where the School is located
- Provide DPOS with the required affidavit form found on the [website](#) which outlines the school's educational plan going forward once the temporary approvals expire with the current Executive Order on July 31st, 2020 (possibly to be extended).
- You may complete students that are actively enrolled under the temporary approval. Future cohorts must receive training as approved by the Board.
- If you are changing the delivery method of your education from what was originally approved by the Board you must submit a revised and/or new Program/Stand-Alone Course Approval form, including required attachments and [fee](#) to the Division by August 31st, 2020. This date will possibly be extended in accordance with the expiration of the Executive Order.
- Have a contingency plan in place so you can quickly and efficiently transition your delivery system to a safer model to ensure continuity for your students, in the very likely event that we return to Safer at Home or Stay at Home Orders.

