

FAST

NEWSLETTER



WE ARE *BEYOND*
THE HALFWAY POINT
OF THE
COMPLIANCE CYCLE

73 DAYS
LEFT
UNTIL DECEMBER 31

The graphic features a blue background with white horizontal bars of varying lengths on the left side. A stopwatch is positioned on the right, with the number '73' prominently displayed in the center of its face. To the right of the stopwatch, the words 'DAYS LEFT' are written in white on a black background, and 'UNTIL DECEMBER 31' is written in blue below it.

As we continue to move through this cycle, you can do your part to help us reach our goal of 100% compliance!

MANDATORY PARTICIPANTS: Complete two (2) unique FAST courses before the Dec. 31 deadline.

Check [your learning plan](#) to see your curriculum status and add courses:

1. Click on the 'MY CURRICULA' tile.
2. Select the FAST Cohort listed (one, two, three, etc.).
3. Click on 'CHOOSE COURSES' next to the FAST Training Cycle that is not marked complete.
4. Scroll through the list of FAST courses. Select 'ADD TO LEARNING PLAN' to choose courses to complete.

Use this [link](#) to view your completed courses. Courses may not be repeated for credit. To meet your requirement, only select courses not on the completed list.

Please take into consideration planned leave and upcoming holiday schedules as you complete your required FAST courses by the Dec. 31 deadline.

SUPERVISORS: Ensure enrolled employees are working toward compliance. Allow time during regular working hours to complete courses.

If you have employees who no longer have fiscal responsibilities, please reach out to the [FAST Team](#) so we can assist you in their removal from the program.

FAST COURSE LIBRARY

The FAST team works with partners across the university to provide employees with informational and relevant courses. Click this [link](#) to access the FAST Course Library - a comprehensive list of all currently available FAST Courses. The library is an excellent resource to help you find future courses and plan your continued learning.

Do you have a course suggestion? Use [this form](#) to send us your ideas!

[EMAIL FAST](#) | [VISIT OUR WEBSITE](#)

This email was sent by: University of Kentucky
410 Administration Drive, Lexington, KY, 40506