Appendix F

THE UNIVERSITY OF NORTH CAROLINA

Notification of Intent to Plan a New Distance Education Degree Program

*THE PURPOSE OF ACADEMIC PROGRAM PLANNING: Planning a distance education degree program provides an opportunity for an institution to make the case for need and demand and for its ability to offer a quality program. This notification, and the planning activity to follow, do not guarantee that authorization to establish will be granted.*

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|  |  |
| --- | --- |
| Constituent Institution: |  |
| CIP Discipline Specialty Title: |  |
| CIP Discipline Specialty Number: |  |
| Level: |  |
| Exact Title of the Proposed Program: |  |
| Degree Abbreviation: |  |
| Date of Initiation |  |

Will this sequence of courses be completely individual access (e.g., Internet, DVD)?  
Yes No 

If "yes," what will be the mode of delivery?   


If "no," list proposed sites.   


If short-based, length of time to complete the prog (e.g., 1 year, 18 mos.):   


SACS/COC substantive change questions (1=Procedure One; 2=Procedure Two)

Site-based (where the instructor is present):

Is the institution initiating instruction where the student may earn more than 25% and less than 50% of credits toward a degree at a site 30 miles or more from the campus? (2)  
Yes No 

Is the institution initiating an (additional) off-campus site at which students may earn at least 50% of an educational program? (1)  
Yes No 

Is the institution adding significantly different degree programs at a currently approved site? (2)  
Yes No 

Distance learning (where instructor and student are geographically separated):

Is the institution offering its first credit courses via technology-based instruction by which students can obtain at least 25% of credits toward a degree program? (2)  
Yes No 

Is the institution expanding a previously reported program from less than 50% of credits to 50% or more of a degree program? (2)  
Yes No 

Is the institution adding a significantly different program from previously reported programs offered via technology-based instruction? (2)  
Yes No 

Does this action constitute a substantive change? If so, by what date should SACS be notified?  


1. Briefly describe the proposed program and intended audience.



2. Describe the proposed instructional delivery systems (e.g., on-site instruction, interactive video, Internet, etc., including combinations of these).



3. Describe need for the program (referencing results of surveys or special studies). If site-based, is any other institution (public or private) offering a similar program in the location(s)? If individual access, is any other UNC institution offering a similar individual access program?



4. Projected total annual enrollment:

Year 1 

Year 2 

Year 3 

Year 4 

Year 5 

This intent to plan a new distance education degree program (or program site) has been reviewed and approved by the appropriate campus committees and authorities, including the Chief Academic Officer.

Yes 

Contact Name  


Contact Title  


Contact Email Address  




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