



Title:	Academic Affairs Teach Out Policy
Effective Date:	08/01/2016
Approved By:	Presidents Council
Responsible Party:	Provost

## I. PURPOSE

The decision to close a degree program requires careful planning and consideration for all involved. The Academic Affairs Teach Out policy is designed to protect the interests of students and faculty.

## II. DEFINITIONS

***Teach out Plan*** - a written plan developed by an institution that provides for the equitable treatment of students if an institution, or an institutional location that provides one hundred percent of at least one program, ceases to operate before all students have completed their program of study, and may include, if required by the institution's accrediting agency,

***Teach-out Agreement*** - a written agreement between institutions that provides for the equitable treatment of students and a reasonable opportunity for students to complete their program of study if an institution, or an institutional location that provides one hundred percent of at least one program offered, ceases to operate before all enrolled students have completed their program of study.

## III. POLICY

If a program is to be discontinued before all then matriculated students have completed their program of study, the University shall, in accordance with 34 CFR 602.24(c), develop, together with the program's accrediting agency(s)(regional, professional) a teach out plan, which may include a teach out agreement.

Any teach out plans and teach out agreements will be submitted to Middle States Commission on Higher Education as substantive changes in accordance with the commission's policies.