



**SUBSTANTIVE CHANGE REVIEW FORM**

Date:

**Submit this form when a significant modification or expansion of the nature and scope of the College is proposed.**

**SUMMARY OF PROPOSED CHANGE:**

**Check all that apply:**

This proposed change may be a substantive change in accordance with Southern Association of Colleges and Schools, Commission on Colleges in the following category:

**Check:**

<input type="checkbox"/>	Acquisition (sale, exchange, transfer of a component of an institution's or entity's assets to a SACSCOC accredit institution)
<input type="checkbox"/>	Initiating a merger/consolidation with another institution
<input type="checkbox"/>	Acquiring assets, including programs and sites, from another institution or entity
<input type="checkbox"/>	Changing governance, ownership, control, or legal status of an institution
<input type="checkbox"/>	Adding a permanent location at a site where the institution is conducting a teach-out for students from another institution
<input type="checkbox"/>	Changes in Measure of Student Progress to Completion
<input type="checkbox"/>	Competency-based Education by Course/Credit-based Approach – Institutional-level Approval
<input type="checkbox"/>	Distance Education – Institutional Level Approval
<input type="checkbox"/>	Governance Change
<input type="checkbox"/>	Institution Closure
<input type="checkbox"/>	Institution Relocation
<input type="checkbox"/>	Institutional Contingency Teach-out Plan
<input type="checkbox"/>	Level Change
<input type="checkbox"/>	Merger/Consolidation
<input type="checkbox"/>	Mission Change
<input type="checkbox"/>	Ownership, Means of Control, or Legal Status Change
<input type="checkbox"/>	Prison Education Program – Institutional-level Approval
<input type="checkbox"/>	Clock-Credit Hours Conversion
<input type="checkbox"/>	Competency-based Education by Direct Assessment
<input type="checkbox"/>	Cooperative Academic Arrangements with Title IV Entities or Non-Title IV Entities
<input type="checkbox"/>	Correspondence Education
<input type="checkbox"/>	Dual Academic Awards
<input type="checkbox"/>	Joint Academic Award with non-SACSCOC Institutions or SACSCOC Institutions
<input type="checkbox"/>	Method of Delivery – Approval
<input type="checkbox"/>	Method of Delivery – Change/Addition
<input type="checkbox"/>	New Instructional Program
<input type="checkbox"/>	Instructional Program Closure (closed at entire College)
<input type="checkbox"/>	Instructional Program Closure (closed at one site, but remains open at other sites or moves from one site to another site)
<input type="checkbox"/>	Program Designed for Prior Learning
<input type="checkbox"/>	Program Length Change (increase/decrease by 25% and time to completion increase/decrease by one semester/term)
<input type="checkbox"/>	Instructional Program Re-open (previously terminated/canceled)
<input type="checkbox"/>	Off-Campus Instructional Site (OCIS) Additional (new) Location

	Off -Campus Instructional Site Relocation
	Off-Campus Instructional Site Name or Address Change
	Off-Campus Instructional Site Closure
	Off-Campus Instructional Site Re-Open (previously closed site)
	Approved Substantive Change Request for Implementation Extension

\_\_\_\_\_  
Initiated by (Print/Type Name and Title)

\_\_\_\_\_  
Signature of Initiator

----- **Review and Determination** -----

**YES**, this change requires a Notification of Substantive Change to SACSCOC.

**NO**, this change does NOT require a Notification of Substantive Change to SACSCOC for the reasons listed below.

**Comments:**

\_\_\_\_\_  
Reviewed by SACSCOC Accreditation Liaison      Date

\_\_\_\_\_  
Signature, Vice Chancellor for Academic Affairs      Date

\_\_\_\_\_  
Signature, Chancellor (as applicable)      Date

----- **Notification** -----

Date of SACSCOC Notification of Substantive Change: \_\_\_\_\_ (Attach copy of Notification to SACSCOC)