**JOINT DEGREE with a USDE-RECOGNIZED ACCREDITED INSTITUTION**

**Other Than SACS-COC**

**PRIOR NOTIFICATION FORM**

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| **Institution:** | **Institution:** |
| **College/Division:** | **College/Division:** |
| **Department:** | **Department:** |
| **Degree Name (Single Program Completion):** | |
| **CIP Code:** | |
| Include a copy of all required documentation for joint educational programs as indicated by the Southern Association of Colleges and Schools, Commission on Colleges, Policy on Academic Arrangements (<http://www.sacscoc.org/pdf/Collaborative%20Arrangements%20final.pdf>).    The following documents are required by SACS and include:  1) A copy of the final signed agreement that includes a statement of intent, the anticipated beginning date, a description of the proposed collaborative agreement, the address/location of the collaborative activity, and contact information for the lead person at each participating institution.  2) Documentation that the non-SACS-COC partner institution(s) are not on public sanction.  3) Documentation that the courses or programs of the non-SACS-COC partner institution(s) are consistent with the educational purpose and goals of the SACS-COC accredited institution(s).  4) Documentation that the institution meets the provisions of Comprehensive Standard 3.4.7  (Consortial relationships/contractual agreements), including the analysis of credits accepted in transfer).  5) A plan to monitor and ensure that the quality of contributions made by the partner institution(s) meet SACS-COC expectations.  6) A plan produced by the SACS-COC accredited institution(s) ensuring that the collaborative arrangement does not result in the appearance of extending SACS-COC accreditation to partner institutions through promotional materials, academic publications, student transcripts, credentials verifying program completion, and releases to the news media.  7) Prototypes of official academic documents (e.g., student transcript, degree, diploma, certificate) representing the collaborative relationship. | |

*For additional or guiding information, see the Academic Affairs Handbook, Section 2.3.10.*