

Adopted 1/21/05

**Regulations governing review of licensure for nonpublic, post-secondary institutions proposing to open additional campuses or sites in North Carolina to offer degree programs that have been previously licensed by the Board of Governors.**

1. An institution proposing to open an additional campus or site in North Carolina to offer degree programs that have been previously licensed by the Board of Governors should send a letter of intent to the Office of the President indicating the degree programs it proposes to offer and the city and proposed location for offering them.
2. The institution shall provide an application for the proposed campus or site documenting that the institution is in compliance with, or intends to be in compliance with, the Rules and Standards at the proposed new campus or site. This application should be presented at least six month prior to the date the institution proposes to open a campus or site in a new city or locality.
3. The Office of the President will review the application for the proposed campus or site.
4. If appropriate, the Office of the President will respond in writing that the institution may proceed with its plans to open the new campus or site to offer the proposed postsecondary degree programs that have been previously approved by the Board of Governors. The Office of the President requires a site visit, within a calendar year of the date of the letter of approval, by a Team of Examiners with expertise in the field to ascertain the institution's compliance with the Rules and Standards at the new campus or site.
5. A report of the site visit by the Team of Examiners will be forwarded to the Office of the President for review and recommendation to the President.
6. The institution must comply with the Rules and Standards to maintain its license to offer the degrees at the additional site.