

Alabama Commission on Higher Education

GUIDELINES ON IMPLEMENTATION OF A NEW PROGRAM

If approval is given by the Commission, a new program should be implemented in accordance with the timeline presented in the proposal. The institution must notify the Commission in writing when the program is implemented (that is, when the institution has admitted the first student(s) into the program). The institution also must notify the Commission in writing if the stated date or academic term of implementation changes. If the program is not implemented within 24 months of the date of approval, regardless of whether the Commission has been notified of the delay, the approval will be null and void and the program will be removed from the Commission's academic program inventory. Once an approval is declared null and void, an institution will have to submit and receive Commission approval of a new program proposal to offer the program.

After a new program is approved by the Commission, it will be entered in the Commission's academic program inventory with an approval date under the status column to denote that the program has been approved, but has not been implemented. Upon receipt of the written notice from the institution that the program has been implemented, the approval date will be removed from the status column. When programs are implemented, the status column will be blank.

This policy will apply to all programs approved on October 12, 2001 or later. Programs approved prior to the October 12, 2001 Commission meeting also must be implemented within two years of October 12, 2001 or the Commission approval will be null and void.

Adopted on 10/12/01