

June 2023

### Program Expansion to Distant Campus Eligibility & Process

#### Accreditation-Continued

**Policy 11.1** Must have maintained **five consecutive years** of accreditation-continued without an adverse action at the time of submission

**E1.09a** The program must obtain ARC-PA approval at least **six months prior to matriculating** students into a distant campus.

#### Note

**Policy 11.1** A program must have outcomes from the first cohort of students at any distant campus before applying to expand to another

Contact the ARC-PA by email to begin expansion process and secure placement on a future ARC-PA agenda

Concurrent visit planned to the main program if **visit deemed necessary by ARC-PA**

ARC-PA schedules and confirms site visit (In Person)

Program develops tentative agenda using ARC-PA template

#### 12 weeks before the site visit submit to the ARC-PA:

- ❖ Completed application
- ❖ Required Fee

The agenda is confirmed with the Site Visit Team Chair

Concurrent visit to the main program if **deemed necessary by ARC-PA**

Visit to the proposed distant campus occurs

Optional response to Observation Report submitted by program

Written Observation Report of visit provided to Program Director

#### Commission Reviews:

- All application materials
- Site Visit Report
- Optional response from program
- Program accreditation history

ARC-PA renders an **Expansion to Distant Campus decision**

Yes, Approved for Expansion

No, Not Approved Apply Again

- Programs can only apply to expand to one campus, i.e. a program cannot expand to more than one location at a time.
- A program must have outcomes from the first cohort of students at any distant campus before applying to expand to another distant campus.