

<b>Approving Authority:</b>	University Council
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<b>Policy Adviser:</b>	Vice Chancellor

**1.0 Purpose:** To ensure that any student who joins USIU completes their degree program successfully

**2.0 Policy:**

A. USIU's Teach out plan for academic Programs shall be invoked under the following circumstances:-

1) The Secretary of Education notifies WSCUC that the Secretary has initiated an emergency action against USIU in accordance with section 487(c)(1)(G) of the HEA or an action to limit, suspend, or terminate USIU participating in any Title IV, HEA program, in accordance with section 487(c)(1)(F) HEA, and that a teach-out plan is required

- 2) WSCUC acts to withdraw, terminate, or suspend accreditation or candidacy of USIU.
- 3) USIU notifies WSCUC or the Commission for University Education (CUE) that it intends to cease offering one hundred percent of at least one program.
- 4) A state licensing or authorizing agency notifies WSCUC or CUE that USIU's license or legal authority to provide an educational program has been or will be revoked.
- 5) In the event of closure of a program due to inadequate enrollment; inability to hire appropriate faculty for successive years in a row; or financial instability.

In order to provide for the fair and equitable treatment of all current students by offering them smooth pathways to complete their degrees, USIU shall follow the procedures outlined below:-

- i. The University Senate shall direct the school to conduct a special program review of the affected program to establish its viability.
- ii. The school shall submit the findings and the documentation of the special program review to the Management Board through the University Senate.
- iii. If the Management Board takes the decision to discontinue the program, they will present documentation to the University Council for approval upon recommendation from the University Senate.
- iv. The Vice Chancellor shall then notify the accrediting bodies of the decision.
- v. The Vice Chancellor shall inform all stakeholders of the impending discontinuation of the program.
- vi. The University shall discontinue enrolment but support the teaching of the students already in the system for the official duration of the program or within two years, or identify a similar program within the university for transfer. If a similar program

is not available within the university, an alternative institution offering a similar program will be identified and students transferred there.