



Policy A1.5 Academic Actions Notification
Form A1:5K: Termination of an Academic Program or Concentration

Reporting Schedule Notification Dates:

- _____ May 15 for all actions approved between Jan 1 and April 30
- _____ Aug 15 for all actions approved between May 1 and July 31
- _____ Jan 15 for all actions approved between Aug 1 and Dec 31

Note:

- If terminating an academic program, all concentrations will automatically be terminated.
- If there are any students in the program/concentration, Notification of Termination **must** be accompanied by a teach-out plan per SACSCOC *Closing a Program, Site, Branch or Institution Good Practices* Statement and the policy, *Substantive Change for Accredited Institutions of the Commission of Colleges*, Procedure Three.

Institution: _____

Termination of: ____ academic program **OR** ____ concentration(s)

10 Digit Program CIP Code (XX.XX.XXXX.XX): _____ **Phase Out Date** (month/year): _____

Academic Program Title: _____ **Degree Designation:** _____

Concentration Title(s): _____

Institutional or Governing Board Approval Date (month/year): _____

Implementation Date (month/year): _____

Provide a brief rationale for terminating the academic program or concentration(s).

Chief Academic Officer Signature (electronic signature acceptable)

Date