

# NOTICE OF DISCONTINUED PROGRAMS

Accrediting Commission of Career Schools and Colleges (ACCSC)

The Notice of Discontinued Programs form is solely for the purpose of notifying the Commission regarding discontinued program(s) that have no active enrollments. If the school is discontinuing a program that currently has enrolled students and requires a teach-out plan, please complete the *Programmatic Teach-Out Plan Approval Form*.

Please do not submit this form if the school has previously submitted a *Programmatic Teach-Out Plan Approval Form* for the applicable program(s).

This form must be submitted in an electronic format, prepared in accordance with ACCSC's [Instructions for Electronic Submission](#). The plan must contain all items, at a minimum, listed below:

SCHOOL #	SCHOOL NAME	TYPE		CITY	STATE	DEGREE GRANTING
		Main:	<input type="checkbox"/>			
		Branch:	<input type="checkbox"/>			

CONTACT PERSON	PHONE	EMAIL

## DISCONTINUED PROGRAM(S):

PROGRAM TITLE (e.g. Business Administration)	INSTRUCTIONAL CLOCK HOURS	TOTAL CLOCK HOURS & OUTSIDE PREP HOURS	TOTAL CREDIT HOURS	TYPE OF CREDIT HOURS		FULL CREDENTIAL & ABBREVIATION (e.g. Associate of Science – AS)
				Semester:	<input type="checkbox"/>	
				Quarter:	<input type="checkbox"/>	

Provide a brief description regarding the reasons why the school discontinued the program(s):

Upon receipt of this completed form the Commission will update the school's record in accordance with the dates provided above. The Commission expects that the school will continue to maintain compliance with ACCSC Standards of Accreditation.

I certify that the information herein and attached hereto is correct.

NAME	SIGNATURE	TITLE	DATE

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The Commission approves the discontinuation of the program(s) as listed above. The school's record will be updated in accordance with the information provided in this form.

<p><b>For Office Staff Use Only</b> Approved by / Date Approved</p>
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