| **Approval Process for Undergraduate Distance Learning Modification**  ***(typically takes 1 year)*** | |
| --- | --- |
| **College** | **Full Proposal**  FP created by proposing faculty  Proposing faculty vet FP with appropriate College level governance |
| **Integrated Decision Making** | **Academic Committee**  AC reviews and approves  **Financial Affairs**  Program modification budgets are sent for approval  **Provost**  Reviews and approves  **Board of Trustees**  Reviews and approves |
| **Ohio Department of Higher Education** | **Program Approved**  Sent to Registrar  **ODHE**  ODHE approves modification |

*\*\*All distance learning programs will also work with the Office of Continuing Education and Distance Learning to ensure the appropriate state authorizations are in place before beginning the program*