Georgia State University
SACSCOC SUBSTANTIVE CHANGE OUTLINE

The following is a list of examples, but not intended to serve as a complete list of substantive changes and their appropriate timeline for notification to the Accreditation Liaison in the Office of Institutional Effectiveness.

A. No SACSCOC notification necessary, but the Accreditation Liaison or designee tracks and may send courtesy notification to SACSCOC:
   a. Initiating an off-campus site where students can obtain 24% or less of credits/clock hours of certificate/degree
   b. Offering courses via distance education (no SACSCOC notification is required since GSU is already a SACSCOC approved distance education provider)
   c. Expanding program offerings at a previously approved off-campus site
   d. Initiating a certificate or degree program using existing approved courses

B. Written SACSCOC notification prior to implementation of change (contact Accreditation Liaison two months prior to implementation):
   a. Initiating an off-campus site where students can obtain 25-49% of credits/clock hours of certificate/degree (including dual enrollment sites)
   b. Initiating programs/courses offered through contractual agreement or consortium including a dual or joint academic program with another institution
   c. Relocating an approved off-campus site

C. Written notification and approval prior to the last date the GSU will cease admitting new students to the program:
   a. Inactivating (closing) a program with internal teach-out protocol
   b. Inactivating (closing) a program with teach-out agreement with another institution

D. Approval of a full prospectus (contact Accreditation Liaison nine months prior to implementation):
   a. Offering a majority (50% or more) of the credit/clock hours needed to complete a degree, certificate or diploma at a new off-campus site
   b. Altering significantly the length of a program (rule of thumb is increasing or decreasing the number of credit/clock hours by 25% or more)
   c. Initiating joint or dual degrees with another institution not accredited by SACSCOC
   d. Adding significantly different programs to the academic curriculum at the university
   e. Initiating a new branch campus or off-campus instructional site
   f. Relocating a campus