Overview

The University System will strive to provide educational opportunities sufficient to meet the needs of the state and the demands of Georgia citizens. Institutions within the University System are encouraged to explore the possibility of external course and degree program offerings to meet these needs. The following policies will govern the operations of all University System external undergraduate and graduate credit offerings.

The Board of Regents recognizes two categories of external offerings: off-campus instruction and distance education. Off-campus instruction is defined as traditional face-to-face classroom instruction that occurs at a location away from the home premises of the institution. Distance education is defined as a formal educational process in which the majority of the instruction occurs when student and instructor are not in the same place and the instruction is delivered using technology.

Institutions wishing to offer courses and/or degree programs externally must adhere to the guidelines, criteria, and nomenclature contained in the document entitled “External Instruction in the University System of Georgia: Policies and Procedures,” as adopted by the Board of Regents on February 2, 2005, and as thereafter amended. This document is maintained in the Academic Affairs Handbook. The designation of an off-campus instructional location as a campus, center, or consortium requires approval by the Board of Regents.

Institutions wishing to offer degree programs externally (off-campus or at a distance) must first submit an external degree proposal to the University System Chief Academic Officer & Executive Vice Chancellor.

It is desirable in most instances to have the closest qualified institution respond to off-campus credit course needs. In cases where requests for services exceed the qualifications or ability of the closest institution, attempts should be made to have such requests met by other qualified University System institutions.

Prior to the offering of off-campus courses and the submission of an external degree proposal, the president of the institution proposing such work will notify and dialogue with the president(s) of any other University System institution(s) located in closer geographic proximity to the site proposed for the off-campus course work and/or external degree program. Documentation concerning the nearby institution’s acquiescence to the proposed new external degree program must be submitted as an attachment to the external degree proposal. This documentation should take the form of an e-mail or letter from the nearby institution’s president and not simply a summary of institutional agreement by the proposing institution. In the event the involved institutions are unable to arrive at a mutual agreement on the offering of off-campus credit courses, the issues will be referred to the University System Chief Academic Officer & Executive Chancellor in consultation with the Chancellor for final resolution. (BR Minutes, February 2005.)