## APPENDIX F- SUBSTANTIVE CHANGE FOR CONTRACTUAL AGREEMENT 25-49% OF AN EDUCATIONAL PROGRAM

Name of the third-party entity providing services though the contractual agreement:

_____

Portion of which program(s) to be provided by the entity:

_____
_____

Percentage of Educational Program to be provided by the entity:

*When determining the percentage of the program that is provided by the third-party entity, the institution divides the number of credits provided by the third-party by the total number of credits required for completion of the program*

_____
_____

What process is in place to ensure that the portion of the program provided by the entity does not exceed the percentage listed above?

_____
_____

Location where portion of program will be provided:

_____
_____

Description of location where portion of program will be provided:

_____
_____

Describe the provisions for the award of credit by the institution for courses offered by the entity:

_____
_____

Describe the process for coordination of information between the entity and the institution:

_____
_____

List the course to be provided by the third-party entity:

_____
_____

Describe the student services to be provided by the third-party entity:

_____
_____

Describe how adequate supervision will be ensured for services to be delivered:

_____
_____

Attach a copy of the contractual agreement.