

## Texas Tech University Substantive Change Checklist

### Program/Course Level

Name:

Date:

Title:

Department:

Click the **Submit by Email** button on the bottom of the form, or save and email the form to the SACSCOC Liaison Officer, Dr. Catherine Parsonneault ([catherine.parsonneault@ttu.edu](mailto:catherine.parsonneault@ttu.edu)).

Type of Change	YES	NO
Initiating coursework or programs at a different level than currently approved		
Expanding at current degree level (significant departure from current programs)		
Initiating a certificate program at employer's request and on short notice using existing approved courses		
Initiating a certificate program at employer's request and on short notice at a new off-campus site (previously approved program)		
Initiating a certificate program at employer's request and on short notice that is a significant departure from previously approved programs		
Initiating certificate programs using existing approved courses		
Initiating certificate programs at a new off-campus site (previously approved program)		
Initiating joint programs with another SACSCOC accredited institution		
Initiating joint programs with an institution not accredited by SACSCOC		
Initiating dual programs		
Altering significantly the length of a program		
Initiating degree completion programs		
Closing a program, approved off-campus site, branch campus, or institution contracts with another institution to teach-out students (Teach-out Agreement)		