STATE OF WASHINGTON
HIGHER EDUCATION COORDINATING BOARD
917 Lakeridge Way SW • PO Box 43430 • Olympia, WA 98504-3430 • (360) 753-7800 • FAX (360) 753-7808 • www.hecb.wa.gov

DEGREE AUTHORIZATION

PHONE (360) 753-7869 • FAX (360) 704-6203

November 3, 2011

Dr. Robert Keown
Executive Director
Technical College System of Georgia
1800 Century Place, NE
Atlanta, GA 30345

Dear Dr. Keown:

Thank you for your inquiry as to whether the institutions within the Technical College System of Georgia's degree-granting educational activities would constitute operation in Washington State. We are in receipt of the form you have completed concerning those activities.

You have indicated the following:

1. The institutions listed in this letter do not have and do not intend to have a physical presence in Washington State, which can include a branch campus, administrative office, or use of a Washington-based address and/or telecommunications number; and

2. The institutions listed in this letter do not conduct and do not intend to conduct local advertisement and recruitment in the state that would specifically target Washington residents, such as ads in local media or a recruiting agent based in the state; and

3. The degree programs offered by the institutions listed in this letter do not include a component in which the student is required to complete an internship, externship, clinical training, etc. at a location in Washington State.

On that basis, it is the determination of the Higher Education Coordinating Board that authorization by our agency is not required for the following institutions:

- Altamaha Technical College
- Athens Technical College
- Atlanta Technical College
- Augusta Technical College
- Central Georgia Technical College
- Chattahoochee Technical College
- Columbus Technical College

- Georgia Northwestern Technical College
- Georgia Piedmont Technical College
- Gwinnett Technical College
- Lanier Technical College
- Middle Georgia Technical College
- Moultrie Technical College
- North Georgia Technical College
- Oconee Fall Line Technical College
- Ogeechee Technical College
- Okefenokee Technical College
- Savannah Technical College
- South Georgia Technical College
- Southeastern Technical College
- Southern Crescent Technical College
- Southwest Georgia Technical College
- West Georgia Technical College
- Wiregrass Georgia Technical College

Should the circumstances of these institutions' educational activities change, please contact us for a revised determination.

It is our understanding that Albany Technical College, which is part of the Technical College System of Georgia, has not yet responded to the questionnaire. The determination made in this letter does not apply to that institution. It will need to provide us with a completed questionnaire in order for us to make a separate determination that will apply only to that particular college.

Sincerely,

Michael J. Ball
Associate Director

cc: Kathy T. May, Coordinator of Academic Services, Technical College System of Georgia

TECHNICAL COLLEGE
TCSG
SYSTEM OF GEORGIA

Ronald W. Jackson
Commissioner

Dr. Josephine Reed-Taylor
Deputy Commissioner

October 26, 2011

Ms. Karen Oelschlager
Program Associate
Washington State Higher Education Coordinating Board
P.O. Box 43430
Olympia, WA 98504-3430

Dear Ms. Oelschlager:

I am sure you are aware that in October 2010, the U.S. Department of Education released regulations requiring out of state institutions offering distance education to students within another state to determine if authorization is needed by each state in which the institution is offering distance education.

The Technical College System of Georgia [TCSG] (consisting of 25 technical colleges) is a state public system and is supported by taxation from local and state funds from the state of Georgia. All of our 25 technical colleges within the TCSG system are public colleges offering technical certificates of credit to two year degrees. Each technical college has a president and all technical college presidents report to the TCSG Commissioner. The Commissioner reports to the Governor of Georgia and to the Technical College System of Georgia State Board. The State Board of the Technical College System of Georgia is responsible for establishing standards, regulations and policies for the operation of the Technical College System of Georgia.

Attached is FORM: Washington State – Physical Operating Presence. The form was completed by the Office of Primarily Responsibility for each of the 24 technical colleges which completed this form. As the Executive Director for the Georgia Virtual Technical Connection (a division of the Technical College System of Georgia), I am attesting to the accuracy of the information in the attached FORM: Washington State – Physical Operating Presence.

Please verify that TCSG and the 24 public technical colleges listed in the above mentioned form may teach distance education programs/courses to the residents of the state of Washington without having to apply for licensure as none of the technical colleges contained in the form have a physical presence in the state of Washington.

1800 Century Place Suite 400 Atlanta, Georgia 30345 404.679.1600

Please see the following link establishing our board and the Technical College System of Georgia:
http://www.lexisnexis.com/hottopics/gacode/Default.asp
Locate Title 20 Chapter 4 Article 2 to access
§ 20-4-10. State Board of the Technical College System of Georgia established; members; officers
§ 20-4-11. Powers of board
§ 20-4-14. Technical College System of Georgia established; powers and duties

Your guidance and support is greatly appreciated.

Sincerely,

Robert Keown
Executive Director
Georgia Virtual Technical Connection
404-679-1667

Enclosures (1): FORM: Washington State – Physical Operating Presence

cc: Kathy T May
Academic Services Coordinator
Georgia Virtual Technical Connection

May, Kathy

From: May, Kathy
Sent: Wednesday, October 26, 2011 4:15 PM
To: 'Karen Oelschlager'
Subject: RE: Out of state distance education regulations - State of Washington
Attachments: WashingtonLetterScanned.pdf; Washington State - Physical Operating Presence.xls

Dear Ms. Oelschlager

Please find our signed scanned letter attached (pdf file) and the FORM: Washington State – Physical Operating Presence (Excel file) is also attached.

Please let me know if you need any additional information.

Many thanks for your help!!

Kathy T. May
Coordinator of Academic Services
Georgia Virtual Technical Connection
1800 Century Place, NE
Atlanta, GA 30345
404.679.1633 (phone)
404.679.1649 (fax)

From: Karen Oelschlager [mailto:KarenO@HECB.WA.GOV]
Sent: Wednesday, October 26, 2011 11:28 AM
To: May, Kathy
Subject: RE: Out of state distance education regulations - State of Washington

Thanks, Kathy.
A scanned file, as long as it contains someone's signature certifying the accuracy of the information in the chart will work.
One letter with all the colleges listed on it would work great for us as well (less work!).
We'll just send a separate letter to the one remaining college whenever they get us the questionnaire.
Thanks, Karen

From: May, Kathy [mailto:KMay@tcsg.edu]
Sent: Wednesday, October 26, 2011 8:24 AM
To: Karen Oelschlager
Cc: Michael Ball
Subject: RE: Out of state distance education regulations - State of Washington

Dear Ms. Oelschlager

I will complete the letter certifying the accuracy of the information in the Excel file today. Will you accept a scanned file as an email attachment or should I place the signed statement/letter in the regular mail?

One letter from your office (please list each technical colleges by name in the letter) addressed to me will certainly suffice.

As soon as the one remaining technical college responds, I will request that person to fax the form to the fax number listed in the below email.

Thank you so much for your guidance and help.

Kathy T. May
Coordinator of Academic Services
Georgia Virtual Technical Connection
1800 Century Place, NE
Atlanta, GA 30345
404.679.1633 (phone)
404.679.1649 (fax)

From: Karen Oelschlager [mailto:KarenO@HECB.WA.GOV]
Sent: Wednesday, October 26, 2011 11:05 AM
To: May, Kathy
Cc: Michael Ball
Subject: RE: Out of state distance education regulations - State of Washington

Dear Ms. May:

Although normally we would require a signed questionnaire from each and every college certifying the accuracy of the information, the attached chart will work fine for our purposes. However, please provide us with a signed statement attesting to the accuracy of the information in the chart.

Please also provide us, when available, with information for the one remaining college that has yet to respond to your inquiry. Or you could have them submit the questionnaire to us directly by faxing it to 360-704-6203.

I'm assuming each individual college would like a letter of response from us? If so, this may take some time to create the letters. If not, will one letter addressed to you suffice?

Please advise,

Karen

Karen Oelschlager
Program Associate
Degree Authorization
Washington State Higher Education Coordinating Board
Phone: 360-753-7869
Fax: 360-704-6203

Mailing Address via U.S. Postal Service:
P.O. Box 43430
Olympia, WA 98504-3430

Mailing Address via other carriers:
917 Lakeridge Way SW
Olympia, WA 98502

"We Help Students Succeed."

From: May, Kathy [mailto:KMay@tcsg.edu]
Sent: Wednesday, October 26, 2011 5:13 AM

To: DAinfo
Subject: Out of state distance education regulations - State of Washington

Dear Sir of Madam

I am sure you are aware that in October 2010, the U.S. Department of Education released regulations requiring out of state institutions offering distance education to students within another state to determine if authorization is needed by each state in which the institution is offering distance education.

In researching your web site and regulations I located the Distance Learning Questionnaire which your office uses to determine if an institution's distance learning activities may require authorization. Because The Technical College System of Georgia (TCSG) is the governing body for the 25 technical colleges within Georgia and is a system of colleges I was wondering if I may complete this questionnaire for our system as a whole. To ensure that each college had no operating presence in the state of Washington, I created a Google Form and asked for it to be completed by each college using the same questions as on the questionnaire. I have received 24 out of 25 responses. The responses are attached in this email as an Excel file. If this is not acceptable please let me know; I was just trying to simplify the process for the technical colleges of TCSG.

In my role as Academic Affairs Coordinator (Georgia Virtual Technical Connection) for the Technical College System of Georgia, I am asking what the public 25 Technical Colleges within the State of Georgia need to do to obtain approval to teach distance education courses in the state of Washington?

As background, the Technical College System of Georgia (TCSG) consists of **25 public technical colleges** offering technical certificates of credit to two year degrees. Each technical college has a president and all technical college presidents' report to the TCGS Commissioner. The Commissioner reports to the Governor of Georgia and to the Technical College System of Georgia State Board. The State Board of the Technical College System of Georgia is responsible for establishing standards, regulations and policies for the operation of the Technical College System of Georgia. The 25 public technical colleges within the Technical College System of Georgia are supported by taxation from local and state funds from the state of Georgia.

All 25 technical colleges within the state of Georgia are accredited by accrediting agencies recognized by the United States Department of Education. The 25 public technical colleges in Georgia are accredited by either one or two or by both of the accrediting bodies listed below:

1) the regional accrediting body the **Commission on Colleges of the Southern Association of Colleges and Schools**
2) the national accrediting body the **Council on Occupational Education.**

Please provide me with direction as to the steps necessary to obtain the needed authorization from the state of Washington or directions on the process to be exempt from authorization as courses/programs are distance education delivery. Please include all associated costs.

I am very interested in the possibility of TCSG obtaining permission/exemption from your state on behalf of all of our 25 technical colleges as opposed to each technical college seeking individual approval/exemption.

Your guidance and help is appreciated. I look forward to hearing from you soon.

Please see the following links establishing our board and the Technical College System of Georgia:
§ 20-4-10. State Board of the Technical College System of Georgia established; members; officers

§ 20-4-14. Technical College System of Georgia established; powers and duties

Kathy T. May

Coordinator of Academic Services
Georgia Virtual Technical Connection
1800 Century Place, NE
Atlanta, GA 30345
404.679.1633 (phone)
404.679.1649 (fax)