SOUTH DAKOTA BOARD OF TECHNICAL EDUCATION
POLICY MANUAL

SERIES: 300. Academic Affairs

SECTION: 304. Location Expansion

POLICY: 304.2. Closure of Additional Location or Branch Campus

EFFECTIVE: July 1, 2021

A. PURPOSE

1. The purpose of this policy is to define the notification requirements related to the closure of an additional location or branch campus[1].

B. DEFINITIONS

1. Closure of additional location or branch campus: The closure of an additional location or branch is an action leading to an institution permanently ceasing the acceptance of new students into an additional location or branch campus after the closure date.

2. Closure Date: The closure date is the last date of the last semester that courses are offered at the additional location or branch campus.

C. POLICY

1. A technical college may close an additional location or branch campus.

    1.1. A technical college must notify the Board of Technical Education (hereinafter "Board") of its intent to close an additional location or branch campus within 30 business days of the institution's formal decision to do so.

2. A technical college may not accept new students at the additional location or branch campus after the submitted closure date.

3. Notification of additional location or branch campus closures within a given fiscal year shall be placed on the Board's informational agenda no less than once annually.

D. PROCEDURES

1. The executive director shall promulgate procedures needed to implement this policy.

[1]Per BP 304.1, the Board of Technical Education shall follow the same additional location and branch campus definitions as determined by the U.S. Department of Education (34 CFR § 600.2).

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