Institutional Update 2013-2014

Lake Region State College(1516)

2013 - 2014 Academic Year

Institution Information

Instructions

- If the name of your institution has changed, you must notify your staff liaison.
- Enter the **Main Phone Number** that should be used for public contact with the institution.

If you have additional questions, please review the **Help page** (see the question mark icon in the upper right-hand corner). You may also Contact HLC by selecting the envelope icon.

	Institution Information
Name	Lake Region State College
Mailing Address 1	1801 College Dr N
Mailing Address 2	
City	Devils Lake
State	North Dakota
Country	United States
Postal Code	58301-1598
Main Phone Number	(701) 662-1600
Extension	
Fax	(701) 662-1570
Website	www.lrsc.edu

What is the enabling or authorizing legislation for the institution?

- Report the name of the act or statutory citation that enables or authorizes your institution. Contact your institution's in-house legal counsel for the information.

North Dakota Century Code Chapter 15-10-01.1

Memberships

- Select all associations of which your institution is a member or select none.

(Select all that apply)

X American Association of Community Colleges

___ American Association of State Colleges and Universities

___ American Council on Education

___ Association of American Colleges and Universities

___ Association of American Universities

___ Association of Governing Boards

___ Council of Independent Colleges

___ National Association of Independent Colleges and Universities

___ National Association of Public and Land-Grant Universities

___ National Association of State Universities and Land Grant Colleges

___ State Association of Independent Colleges and Universities

Contact Information

Instructions

- Include designations such as S.J., B.V.M., etc. in the Suffix field.
- Do not include academic credentials such as M.B.A., M.S.N, D.B.A, J.D., etc.
- If the permanent position is vacant, enter the interim or acting officer.

If you have additional questions, please review the **Help page** (see the question mark icon in the upper right-hand corner). You may also Contact HLC by selecting the envelope icon.

The **Chief Executive Officer**:

- Is the principal administrative official responsible for the direction of all affairs and operations of the institution.
- The component of an institution that conducts post-secondary education but who may report to a governing board.

Have you made changes to the contact information below?

(Select one)

___ No Change

_X_ Update Contact (new information for this person)

___ New Contact (new person in this role)

Contact Type	Chief Executive Officer
Prefix	Dr.
First	Douglas
Middle	

Last	Darling
Suffix	
Title	President
Institution Name	Lake Region State College
Address 1	1801 College Dr N
Address 2	
City	Devils Lake
State	North Dakota
Postal Code	58301-1598
Country	United States
Phone	(701) 662-1544
Extension	
Fax	(701) 662-1570
Email Address	doug.darling@lrsc.edu

The **Chief Academic Officer**:

- The senior academic administrator at the institution.

Have you made changes to the contact information below?

(Select one)

___ No Change

_X_ Update Contact (new information for this person)

___ New Contact (new person in this role)

Contact Type	Chief Academic Officer (CAO)
Prefix	Mr.
First	Lloyd
Middle	
Last	Halvorson
Suffix	
Title	Vice President of Academic and Student Affairs
Institution Name	Lake Region State College
Address 1	1801 College Dr N
Address 2	
City	Devils Lake
State	North Dakota
Postal Code	58301
Country	United States
Phone	(701) 662-1681
Extension	
Fax	(701) 662-1570
Email Address	lloyd.halvorson@lrsc.edu

The **Chief Financial Officer**:

- Is the principal administrative official responsible for the finances of the institution.

Have you made changes to the contact information below?

(Select one)

___

___ No Change

_X_ Update Contact (new information for this person)

___ New Contact (new person in this role)

Contact Type	Chief Financial Officer
Prefix	Mr.
First	Corry
Middle	
Last	Kenner
Suffix	
Title	Vice President of Administrative Affairs
Institution Name	Lake Region State College
Address 1	1801 College Dr N
Address 2	
City	Devils Lake
State	North Dakota
Postal Code	58301
Country	United States
Phone	(701) 662-1505
Extension	
Fax	(701) 662-1591
Email Address	corry.kenner@lrsc.edu

The **Accreditation Liaison Officer**:

- Has been appointed by your CEO.
- Serves as the primary contact between your institution and the Commission.

- Communicates changes at the institution to the Commission.
- Responds to communications from the Commission.
- Provides oversight for the currency, accuracy and timeliness of institutional information submitted to the Commission, including the Institutional Update.

Have you made changes to the contact information below?

(Select one)

___ No Change

X Update Contact (new information for this person)

___ New Contact (new person in this role)

Contact Type	Accreditation Liaison Officer (ALO)
Prefix	Mrs.
First	Brandi
Middle	
Last	Nelson
Suffix	
Title	Director of Institutional Effectiveness
Institution Name	Lake Region State College
Address 1	1801 College Dr N
Address 2	
City	Devils Lake
State	North Dakota
Postal Code	58301
Country	United States
Phone	(701) 662-1509
Extension	

Fax	(701) 662-1570
Email Address	brandi.nelson@lrsc.edu

The **Data Update Coordinator**:

- Has been appointed by your CEO.
- Is responsible for providing accurate, complete and timely information for the Institutional Update.

Have you made changes to the contact information below?

(Select one)

___ No Change

_X_ Update Contact (new information for this person)

___ New Contact (new person in this role)

Contact Type	Data Update Coordinator
Prefix	Mrs.
First	Brandi
Middle	
Last	Nelson
Suffix	
Title	Director of Institutional Effectiveness
Institution Name	Lake Region State College
Address 1	1801 College Dr N
Address 2	
City	Devils Lake

State	North Dakota
Postal Code	58301
Country	United States
Phone	(701) 662-1509
Extension	
Fax	(701) 662-1570
Email Address	brandi.nelson@lrsc.edu

Instructions

- Only data for the current data collection year can be updated. Data from previous years is for informational purposes only.

If you have additional questions, please review the **Help page** (see the question mark icon in the upper right-hand corner). You may also Contact HLC by selecting the envelope icon.

Financial Information

	FY 2013	FY 2012	FY 2011
Ending month of fiscal year:	June	June	June
Last completed audit year:	2013	2012	2011
Did you receive your last completed audit within 6 months of the close of your fiscal year?	Yes	Yes	Yes
Was you most recent financial audit UNQUALIFIED?	Yes	Yes	Yes
Did your most recent audit report include a going concern for disclosure?	No	No	No

Public Composite Financial Index

Instructions

- To complete this section, utilize your last complete fiscal year audit.
- Guidelines and illustrations regarding the financial ratios for public institutions are found in **Strategic Financial Analysis for Higher Education, 7th ed.**
- A worksheet for calculating Composite Financial Index is available on the **Help page**.
- All strength factors are limited to a scale of -4 to 10.
- For all entries, if a corresponding number does not apply, enter 0 (zero). Blank entries will not be accepted.
- Only data for Fiscal Year 2013 can be updated. Data from previous years is for informational purposes only.

If you have additional questions, please review the **Help page** (see the question mark icon in the upper right-hand corner). You may also Contact HLC by selecting the envelope icon.

Primary Reserve Ratio Calculation

- The numerator total is the same total as in viability.

	FY 2013	FY 2012	FY 2011
Institution unrestricted net assets	2212296.00	3078020.00	3561106.00
Institution expendable restricted net assets	415227.00	629498.00	524104.00
Component Unit (C.U.) unrestricted net assets	747002.00	726570.00	716921.00
C.U. temporarily restricted net assets	1418339.00	1146047.00	1123884.00
C.U. net investment in plant	0.00	0.00	0.00
Numerator Total	4792864.00	5580135.00	5926015.00
Institution operating expenses	14985468.00	15814977.00	13806082.00
Institution non-operating expenses	211259.00	42557.00	50114.00
C.U. total expenses	557246.00	461348.00	507488.00
Denominator Total	15753973.00	16318882.00	14363684.00
Primary reserve ratio	0.30	0.34	0.41
Primary reserve strength	2.29	2.57	3.11
Primary reserve weight	0.35	0.35	0.35
Primary reserve CFI	0.80	0.90	1.09

Net Operating Revenue Ratio Calculation

	FY 2013	FY 2012	FY 2011
Institution operating income (loss)	-7627761.00	-7517141.00	6195795.00
Institution net non-operating revenues	6427545.00	6350981.00	6197577.00
C.U. change in unrestricted net assets	20432.00	9649.00	78170.00
Numerator Total	-1179784.00	-1156511.00	12471542.00
Institution operating revenues	7357707.00	8297836.00	7610287.00
Institution non-operating revenues	6638804.00	6393538.00	6247691.00
C.U. total unrestricted revenues	577678.00	470997.00	585658.00
Denominator Total	14574189.00	15162371.00	14443636.00
Net operating revenue ratio	-0.08	-0.07	0.86
Net operating revenue strength	-4.00	-4.00	10.00
Net operating revenue weight	0.10	0.10	0.10
Net operating revenue CFI	-0.40	-0.40	1.00

Return on Net Assets Ratio Calculation

	FY 2013	FY 2012	FY 2011
Change in net assets plus C.U. change in net assets	-464548.00	2473227.00	720579.00
Total net assets + C.U. total net assets (beginning of year)	14920210.00	7300937.00	9998112.00
Return on net assets ratio	-0.03	0.33	0.07
Return on net assets strength	-1.56	10.00	3.60
Return on net assets weight	0.20	0.20	0.20
Return on net assets CFI	-0.31	2.00	0.72

Viability Ratio Calculation

- The **Long-Term Debt** is not obtained from the financial statements directly since this information is usually contained in the notes.
- The Viability strength factor is set to 10 when there is no long term debt.

	FY 2013	FY 2012	FY 2011
Expendable net assets (from Primary Reserve Numerator)	4792864.00	5580135.00	5926015.00
Institution long-term debt (total project-related debt)	4889762.00	5411045.00	0.00
C.U. long-term debt (total project-related debt)	0.00	0.00	0.00
Total long-term + C.U. debt (total project-related debt)	4889762.00	5411045.00	0.00
Viability ratio	0.98	1.03	0.00
Viability strength	2.35	2.47	10.00
Viability weight	0.35	0.35	0.35
Viability CFI	0.82	0.86	3.50

	FY 2013	FY 2012	FY 2011
Total Composite Financial Indicator Score	0.90	3.40	6.30
Comment	LRSC experienced an enrollment decline in FY13 and expended some of its reserves to strengthen programs. Cash from the wind tower financing was converted into the construction of the wind tower facility.	LRSC substantially increased its debt load when it entered into a fifteen-year energy performance contract and borrowed $4,881,045 of the total funding needed to construct a wind tower. Construction was in progress as of June 30, 2013.	

Instructions

- Please check with your Registrar or Financial Aid Officer for assistance in completing this section. Also see the Federal Compliance Program document on the Commission's **website**.

If you have additional questions, please review the Help page (see the question mark icon in the upper right-hand corner). You may also Contact HLC by selecting the envelope icon.

Academic Term

- Adding or modifying the **Academic Term** may require prior Commission approval. Details about the Commission's policies and procedures related to institutional change can be found on the Commission's **website**.

(Select all that apply)

____ Continuous

____ Four-one-four

____ Modular

____ Quarter

_X_ Semester

____ Trimester

Other Accrediting and State Agencies

The list of **Other Accrediting and State Agencies** is limited to those agencies that are recognized by the U.S. Secretary of Education. Agencies recognized only through CHEA (Council on Higher Education Accreditation) are not included in the list.

- For each Agency that you have a relationship with, please verify the status of that relationship. If the status has not changed, enter N/A for the effective end date.
- If the status has changed, please enter the effective start date of the new status and the end date if applicable.

Accreditor	Status	Effective Start Date	Effective End Date
North Central Association of Colleges and Schools, The Higher Learning Commission (NCA-HLC)	Good Standing	7/18/2011	

This question allows additional rows.

Enter any new relationships.

- The list of Other Accrediting and State Agencies is limited to those agencies that are recognized by the U.S. Secretary of Education. Agencies recognized only through CHEA (Council on Higher Education Accreditation) are not included in the list.
- For each Agency that you have a relationship with, please enter the status and effective start date of that relationship. If the status is current, enter N/A for the effective end date.

Accreditor	Status	Effective Start Date	Effective End Date
Accreditation Commission for Education in Nursing (NLNAC)	Applying	7/1/2013	7/1/2015

This question allows additional rows.

Does the institution have a formal student refund policy?

(Select one)

X Yes ___ No

Does the institution report any degree program, certificate or other academic program to the U.S. Department of Education in clock hours for Title IV purposes?

- Adding or modifying **Clock or Credit Hours** may require prior Commission approval. Details about the Commission's policies and procedures related to institution change can be found on the Commission's **website**.

(Select one)

___ Yes X No

If Yes, how many academic programs are reported in clock hours? (select "not applicable" if previous question was answered "No")

Not Applicable

Identify the institution's FY 2011 Three-Year Cohort Default Rate for student loans.

- Identify the Institution's **FY2011 Three-Year Draft Cohort Default Rate for Student Loans**, which was released by the U.S. Department of Education to institutions in late March 2014.

11.90

Enter the percentage of First-time, Full-time students receiving Pell Grants.

43.47

Enter the average amount of Pell grant aid received by these students·

3893.00

Student Head Count by Level

Instructions

Report your numbers as of your institution's **IPEDS Fall 2013** reporting date.

Enter data as reported in Part A - Fall Enrollment.

Head count is unduplicated.

Enter zero if there is no enrollment.

Full-time Undergraduates are those students enrolled for:

- 12 or more semester credits, or 12 or more quarter credits, or 24 or more contact hours a week each term.
- Enter IPEDS data as displayed in Part A - Fall Enrollment for Full-time Undergraduate Students, Grand Total (men+women).
- 4 or 5 year Bachelor's degree programs.
- Associate's degree programs.
- Vocational/Technical degree or certificate granting programs below the baccalaureate level.
- Courses creditable toward an Associate's or Bachelor's degree or toward a certificate below baccalaureate level.

Part-time Undergraduates are those students enrolled for:

- Either less than 12 semester or quarter credits, or less than 24 contact hours a week each term.
- Enter IPEDS data as displayed in Part A - Fall Enrollment for Part-time Undergraduate Students, Grand Total (men+women).
- 4 or 5 year Bachelor's degree programs.
- Associate's degree programs.
- Vocational/Technical degree or certificate granting programs below the baccalaureate level.
- Courses creditable toward an Associate's or Bachelor's degree or toward a certificate below baccalaureate level.

Full Time Graduates are those students enrolled for:

- 9 or more semester credits, or 9 or more quarter credits, or a student involved in thesis or dissertation preparation that is considered full time by the institution.
- Enter IPEDS data as displayed in Part A - Fall Enrollment for Graduate Students, Grand Total (men+women).
- Any graduate programs.
- Any graduate courses creditable toward a graduate degree or post-baccalaureate certificate.
- Thesis or dissertation credits.

Part Time Graduates are those students enrolled for:

- Less than 9 semester or quarter credits.
- Enter IPEDS data as displayed in Part A - Fall Enrollment for Part-time Graduate Students, Grand Total (men+women).
- Any graduate programs.
- Any graduate courses creditable toward a graduate degree or post-baccalaureate certificate.
- Thesis or dissertation credits.

If you have additional questions, please review the **Help page** (see the question mark icon in the upper right-hand corner). You may also Contact HLC by selecting the envelope icon.

	2013 - 2014	2012 - 2013
Full-time Undergraduate Head Count	486	524
Part-time Undergraduate Head Count	1412	1450
Full-time Graduate Head Count	0	0
Part-time Graduate Head Count	0	0

Student Head Count by Category

Instructions

- Report your numbers based on **IPEDS Fall 2013** reporting date.
- Head count may be duplicated.
- Include both full and part time students.
- **Certificate-Seeking Undergraduates** are students enrolled in credit-bearing certificate program at the undergraduate level.
- **Degree-Seeking Undergraduates** are students enrolled in a degree program at the undergraduate level.
- **Post-Baccalaureate Certificate-Seeking** students are students enrolled in a credit-bearing certificate program above the baccalaureate level.
- **Post-Baccalaureate Degree-Seeking** students are students enrolled in a degree program above the baccalaureate level.

If you have additional questions, please review the **Help page** (see the question mark icon in the upper right-hand corner). You may also Contact HLC by selecting the envelope icon.

	2013 - 2014	2012 - 2013
Certificate Seeking Undergraduate	55	47
Degree Seeking Undergraduate	609	652
Post-Baccalaureate Certificate-Seeking	0	0
Post-Baccalaureate Degree-Seeking	0	0

Institutional Head Count

Instructions

- Report your numbers as of your institution's **IPEDS Fall 2013** reporting date.
- Report unduplicated numbers.
- Enter zero if there are no employees for a category.
- If an employee serves in ***more than one category***, report that person in the category used by your institution to classify that person. ***Report that person only once.***
- If your institution ***did not*** report the **Student-to-Faculty Ratio** in IPEDS, use the **worksheets** provided to calculate the ratio. There is one worksheet for institutions having only associate and/or bachelor's level programs and one worksheet for institutions with offerings that include graduate programs. (This refers to your actual offerings rather than your Carnegie classification.)
    - **Institutions offering graduate programs only should enter zero.**

Institutional Head Count Crosswalk

Institutional Update Category	IPEDS Category
Full-time Faculty	Professors Associate Professors Assistant Professors Instructors Lecturers Research Staff Public Service Staff Instruction/Research/Pubic Service Staff
Part-time Faculty	Adjunct Faculty Graduate Assistants Professors Associate Professors Assistant Professors Instructors Lecturers Research Staff Public Service Staff Instruction/Research/Pubic Service Staff
Full-time Administration	Archivists, Curators, and Museum Technicians Business and Financial Operations Occupations Librarians Library Technicians Student and Academic Affairs and Other Education Services Occupations Management Occupations Computer, Engineering, and Science Occupations

	Healthcare Practitioners and Technical Occupations Community, Social Service, Legal, Arts, Design, Entertainment, Sports, and Media Occupations
Part-time Administration	Same as above
Full-time Staff	Service Occupations Sales and Related Occupations Office and Administrative Support Occupations Production, Transportation, and Material Moving Occupations Natural Resources, Construction, and Maintenance Occupations
Part-time Staff	Same as above

If you have additional questions, please review the **Help page** (see the question mark icon in the upper right-hand corner). You may also Contact HLC by selecting the envelope icon.

	2013 - 2014	2012 - 2013
Full-time Faculty	33	33
Part-time Faculty	11	11
Full-time Administration	39	37
Part-time Administration	0	0
Full-time Staff	39	36
Part-time Staff	1	1
Student-to-Faculty Ratio	14.00	13.26

Dual Credit

Instructions

Dual Credit, also called concurrent enrollment, is defined as students earning college credit for courses that also meet high school requirements and that are taught in the high school during the regular school day.

- Report dual credit head count from **IPEDS Fall 2013** reporting date.
- Head count is unduplicated.
- Enter zero for head count if there is no dual credit enrollment.

If you have additional questions, please review the **Help page** (see the question mark icon in the upper right-hand corner). You may also Contact HLC by selecting the envelope icon.

	2013 - 2014	2012 - 2013
Total Dual Credit Student Head Count:	685	690
Can a student earn a certificate or degree from your institution while the student is still enrolled in high school?	No	No

Certificates & Degrees Awarded

Instructions

- Report the numbers from July 1, 2012 through June 30, 2013.
- Enter zero for any category for which no certificates or degrees were awarded.

Certificates Awarded are:

- Credit bearing.
- Culminate in the awarding of a certificate or diploma but not a degree.
- May require previous college credit for admission.
- May be at any degree level or pre-associate's.

Associate's Degrees:

- Require the completion of at least 2 years of full-time equivalent college-level work in a specified field of study.
- Meet institutional requirements for completion of a degree.
- Culminate in the awarding of a degree.

Bachelor's Degrees:

- Require the completion of at least 4 years of full-time equivalent college-level work in a specified field of study.
- Meet institutional requirements for completion of a degree.
- Culminate in the awarding of a degree.

Master's Degrees:

- Beyond bachelor's degree.
- Require the completion of at least 1 year of full-time equivalent graduate-level.
- Meet institutional requirements for completion of the degree.
- Culminate in awarding of the degree.

Specialist's Degrees:

- Beyond bachelor's degree.
- Require the completion of college work beyond the bachelor's degree in a specific field of study.
- Frequently found in Education and related academic disciplines.

Doctor's Degrees:

- Beyond the master's degree.
- Research/Scholarship degree includes a dissertation or other original project.
- Professional practice degree provides the knowledge and skill for the recognition, credential, or license required for professional practice.
- Meet institutional requirements for completion of the degree.
- Culminate in the awarding of a degree.

If you have additional questions, please review the **Help page** (see the question mark icon in the upper right-hand corner). You may also Contact HLC by selecting the envelope icon.

Certificates

	2013 - 2014	2012 - 2013
Total Certificates Awarded	136	117
Graduate Certificates Awarded	0	0
Undergraduate Certificates Awarded	136	117

	2013 - 2014	2012 - 2013
Of the undergraduate certificates listed above, how many have a minimum length of 24 semester hours (36 quarter hours) and are NOT part of an existing degree program?	0	0

Degrees

	2013 - 2014	2012 - 2013
Associate's Degrees Awarded	185	150
Bachelor's Degrees Awarded	0	0
Master's Degrees Awarded	0	0
Specialist Degrees Awarded	0	0
Doctor's Degrees Awarded	0	0

Degree Programs Offered

Instructions

- Enter current information of degree programs offered.
- Enter zero for any programs not offered.
- Report degree programs that are offered in CIP-defined fields of study.
- Typically these correspond to majors and should be carried out up to the fourth decimal point (example: 30.1301 Medieval and Renaissance Studies).
- Do not count sub-fields or concentrations within a major as separate programs.
- Details about the Commission's policies and procedures related to institutional change can be found on the Commission's **website**.

Associate's Degree Programs:

- Require the completion of at least 2 years of full-time equivalent college-level work in a specified field of study.
- Meet institutional requirements for completion of a degree.
- Culminate in the awarding of a degree.

Bachelor's Degree Programs:

- Require the completion of at least 4 years of full-time equivalent college-level work in a specified field of study.
- Meet institutional requirements for completion of a degree.
- Culminate in the awarding of a degree.

Master's Degree Programs:

- Beyond bachelor's degree.
- Require the completion of at least 1 year of full-time equivalent graduate-level.
- Meet institutional requirements for completion of the degree.
- Culminate in awarding of the degree.

Specialist's Degree Programs:

- Beyond bachelor's degree.
- Require the completion of college work beyond the bachelor's degree in a specific field of study.
- Frequently found in Education and related academic disciplines.

Doctor's Degree Programs:

- Beyond the master's degree.
- Research/Scholarship degree includes a dissertation or other original project.
- Professional practice degree provides the knowledge and skill for the recognition, credential, or license required for professional practice.
- Meet institutional requirements for completion of the degree.
- Culminate in the awarding of a degree.

If you have additional questions, please review the **Help page** (see the question mark icon in the upper right-hand corner). You may also Contact HLC by selecting the envelope icon.

	2013 - 2014	2012 - 2013
Associate's Degree Programs Offered	16	16
Bachelor's Degree Programs Offered	0	0
Master's Degree Programs Offered	0	0
Specialist Degree Programs Offered	0	0
Doctor's Degree Programs Offered	0	0

Certificate Programs Offered

Instructions

- Enter current information on **Certificate Programs Offered.**
- Check with your Financial Aid Office to determine the certificates that are Title IV eligible.

If you have additional questions, please review the **Help page** (see the question mark icon in the upper right-hand corner). You may also Contact HLC by selecting the envelope icon.

	2013 - 2014	2012 - 2013
Total number of credit-bearing certificates offered:	9	9
Of the total number of credit-bearing certificates, how many are Title IV eligible?	9	9

Instructions

Please make sure your institution is properly distinguishing its distance and correspondence education using the federal definitions. Remember that the ***key distinction*** in the federal definition is whether the courses are self-paced and the interaction with faculty is student-initiated. Courses of this nature are correspondence education ***regardless of whether they are delivered electronically or through any other mechanism*.** The U.S. Department of Education (USDE) has informed the Commission: 1) that it is looking closely at whether institutions have properly made this identification, 2) whether the Commission has reviewed the identification, and 3) that there may be Title IV consequences for institutions that have not properly made this identification.

- Please review all degree programs offered through **Distance Education** or **Correspondence Education**. Distance education or correspondence education **programs** are those certificate or degree programs in which 50% or more of the required courses may be taken as distance-delivered **courses**.
- If you have approval for only one Distance Education or Correspondence Education program and you need to add programs, visit hlcommission.org/change and complete the Substantive Change Application. If you need to modify or delete any programs, the Commission will provide an opportunity in the next Institutional Update.

If you have additional questions, please review the **Help page** (see the question mark icon in the upper right-hand corner). You may also Contact HLC by selecting the envelope icon.

Please click the button below to view distance education and correspondence education programs reported to HLC.

Program	Program Type	Modality	Start Date
19.0709, Associate, Early Childhood Education	Distance Education	Internet	07/01/2007
24.0101, Associate, Associate in Arts	Distance Education	Internet	07/01/2004
31.0507, Associate, Fitness Trainer Technician	Distance Education	Internet	07/01/2011
43.0107, Associate, Law Enforcement	Distance Education	Internet	07/01/2004
51.0203, Associate, Speech Language Pathology Assistant	Distance Education	Internet	07/01/2005
51.3901, Certificate, Practical Nursing	Distance Education	Internet,One-way or Two Way Transmission	08/01/2010
52.0201, Associate,	Distance Education	Internet	07/01/2006

Accounting and Business Administration			
52.1201, Associate, Information Technology	Distance Education	Internet,One-way or Two Way Transmission	08/01/2010
52.1899, Associate, Marketing and Merchandising	Distance Education	Internet	07/01/2007

I have reviewed the data provided above and made any necessary changes.

X Yes ___ No

Instructions

To ensure that students off campus have consistent access to Title IV federal student aid, institutions should work closely with their Financial Aid Offices to ensure that information about off-campus operations is consistently reported to the U.S. Department of Education (USDE) and to the Higher Learning Commission (the Commission). The Commission does not approve branch campuses or additional locations retroactively; therefore it is very important for institutions and the students they serve that institutions seek approval well before any students matriculate at a new or relocated campus or additional location.

- A **Branch Campus** is "a location of an institution that is geographically apart and independent of the main campus of the institution". The Commission considers a location of an institution to be independent of the main campus if the location:
  - Is permanent in nature.
  - Offers courses in educational programs leading to a degree, certificate, or other recognized educational credential.
  - Has its own faculty and administrative or supervisory organization.
  - Has its own budgetary and hiring authority.
  - A branch campus must have all four of these attributes.
- Log in to the Commission's **Location & Campus Update System** to update the information on your institution's Branch Campuses. (At this time, the system is limited for use by Accreditation Liaison Officers, Chief Executive Officers and Location Management designee for Institutions in the HLC Notification Program.)
  - Enter a head count range for each branch campus based on the actual or anticipated enrollment for the current year.
  - Adding or modifying a branch campus requires prior Commission approval. Details about the Commission's policies and procedures related to institution change can be found on the website.

If you have additional questions, please review the **Help page** (see the question mark icon in the upper right-hand corner). You may also Contact HLC by selecting the envelope icon.

Please click the button below to view branch campus reported to HLC.

There are no branch campuses.

I have reviewed the data provided above and made any necessary changes.

X Yes ___ No

Instructions

To ensure that students off campus have consistent access to Title IV federal student aid, institutions should work closely with their Financial Aid Offices to ensure that information about off-campus operations is consistently reported to the U.S. Department of Education (USDE) and to the Higher Learning Commission (the Commission). The Commission does not approve branch campuses or additional locations retroactively; therefore, it is important that institutions seek approval well before any students matriculate at a new or relocated campus or additional location.

- An **Additional Location** is defined as a place, geographically separate from any main or branch campus, where instruction takes place and students can do one or more of the following:
  - Complete 50 percent or more of the courses leading to a degree program.
  - Complete a full degree program.
  - Complete 50 percent or more of the courses leading to a Title IV eligible certificate.
  - Complete a degree program that they began at another institution even if the degree completion program provides less that 50 percent of the courses leading to a degree program.
  - There is no base or threshold number of students or distance from the campus necessary for a facility to qualify as an additional location under this definition. An additional location may have five students or 500 students; it might be five miles or 500 miles from the main or other campus.
  - Add additional location typically does not have a full range of administrative and student services staffed by the facilities personnel; such services may be provided from the main campus or another campus.
  - A facility may provide access to instruction requiring students to be present at a physical location that receives interactive TV, video, or online teaching. It is considered an additional location when 50 percent or more of a distance delivery program is available through one or more of these modalities at that facility.
- Log in to the Commission's **Location & Campus Update System** to update the information on your institution's Additional Locations. (At this time, the system is limited for use by Accreditation Liaison Officers, Chief Executive Officers and Location Management designee for Institutions in the HLC Notification Program.)
  - Enter a head count range for each additional location based on the actual or anticipated enrollment for the current year.
  - Adding or modifying an additional location may require prior Commission approval. Details about the Commission's policies and procedures related to institution change can be found on the website .

If you have additional questions, please review the **Help page** (see the question mark icon in the upper right-hand corner). You may also Contact HLC by selecting the envelope icon.

Please click the button below to view additional locations reported to HLC.

Name	Status	Address	Open Date	Title IV Eligible	Head Count	Program Type	Location Type

Achieve Therapy and Fitness	Active	1425 South Columbia Road Grand Forks, ND 58201	08/25/2014	Yes		Total Degree	In State
Bismarck Mandan Rifle and Pistol Association	Active	4667 Sky Way Bismarck, ND 58501	08/25/2014	Yes		Total Degree	In State
Cooperstown Medical Center	Closed	1200 Roberts Ave. NE Cooperstown, ND 58425	02/17/2009	No	None		In State
Fargo Regional Training Center	Active	2802 N. University Drive Fargo, ND 58102	08/01/2010	Yes	1-99	50% - 99%	In State
Grand Forks Air Force Base	Active	319 MSS/DPE Grand Forks AFB, ND 58205	09/01/1980	Yes	1-99	50% - 99%	In State
Mayville State University	Active	330 3rd St. NE Mayville, ND 58257	08/01/2010	Yes	1-99	50% - 99%	In State
Minot Rifle & Pistol Club	Active	1600 62nd St. SW Minot, ND 58701	01/17/2012	Yes	1-99	Total Degree	In State
Public Safety Center	Active	1220 52nd St. South Grand Forks, ND 58201	08/01/2010	Yes	1-99	50% - 99%	In State

I have reviewed the data provided above and made any necessary changes.

X Yes ___ No

Instructions

Commission Policy requires that institutions notify the Commission and seek prior approval if the institution wishes to initiate a contractual arrangement in which the institution outsources some portion of its educational programs i.e. degrees or certificates offered for academic credit (including instruction, oversight of the curriculum, assurance of the consistency in the level and quality of instruction and in expectations of student performance and/or the establishment of the academic qualifications for instructional personnel) to:

- an unaccredited institution,
- an institution that is not accredited by an accreditor recognized by the U.S. Department of Education, or
- a corporation or other entity.

Adding or modifying a contractual arrangement may require prior Commission approval. Institutions should complete the screening form to add or modify a contractual arrangement related to a credit-bearing academic program (degree or certificate).

- All arrangements previously reported are displayed. Please verify that data shown are correct.

If you have additional questions, please review the **Help page** (see the question mark icon in the upper right-hand corner). You may also Contact HLC by selecting the envelope icon.

Please click the button below to view contractual arrangements reported to HLC.

There are no contractual arrangements.

I have reviewed the data provided above and made any necessary changes.

X Yes ___ No

Consortial Arrangements

Instructions

- All arrangements previously reported are displayed. Please verify that data shown are correct.
- You will need to report **Consortial Arrangements** including the name of each participating organization(s) in the Consortium that meet this definition:
  - The participating organization(s) are accredited by an agency that is recognized by the U.S. Department of Education.
  - The participating organization(s) provide 50% or more of the academic content of one or more degree programs or Title IV eligible certificate programs.
  - Your institution issues the degree or certificate for these programs.
- Adding or modifying a consortial arrangement may require prior Commission approval. Details about the Commission's policies and procedures related to institution change can be found on the Commission's **website**

If you have additional questions, please review the **Help page** (see the question mark icon in the upper right-hand corner). You may also Contact HLC by selecting the envelope icon.

Please click the button below to view consortial arrangements reported to HLC.

Consortium Name	Program	Associated Institutions	State/Country	Start Date	Head Count
Dakota Nursing Program	51.3901, Certificate, Certificate - 51.3901 Licensed Practical/Vocational Nurse Training (Practical Nursing)	Williston State College,Bismarck State College,Dakota College at Bottineau,Fort Berthold Community College	ND, US	08/23/2010	1-99
Dakota Nursing Program	51.3801, Associate, Associate - 51.3801 Registered Nursing/Registered Nurse	Bismarck State College,Dakota College at Bottineau,Fort Berthold Community College,Willist	ND, US	08/23/2010	1-99

	(Associate Degree Nurse)	on State College			
Northern Information Technology Consortium	52.1201, Associate, Associate - 52.1201 Management Information Systems, General (Information Technology)	Dakota College at Bottineau,Valley City State University,Williston State College,Turtle Mountain Community College	ND, US	08/01/2010	1-99

I have reviewed the data provided above and made any necessary changes.

X Yes ___ No