**M E M O R A N D U M**

TO: Julie Dunston, Interim Executive Director

 SIU Extended Campus

THROUGH: Click or tap here to enter text., Dean

 College of Click or tap here to enter text.

FROM: Click or tap here to enter text., Chair

 Click or tap here to enter text.

DATE: November 15, 2020

SUBJECT: Request Permission to Investigate – Off-campus

The Click or tap here to enter text. in the College of Click or tap here to enter text. is requesting permission to investigate an off-campus program in Click or tap here to enter text.to offer a Click or tap here to enter text. degree to be located at Click or tap here to enter text. in Click or tap here to enter text., Click or tap here to enter text..

Click or tap here to enter text., of Click or tap here to enter text., extended an invitation to the College of Click or tap here to enter text. to investigate the possibility of establishing the Click or tap here to enter text., Click or tap here to enter text. degree program at Click or tap here to enter text.. Enclosed is a letter of support from Click or tap here to enter text.. The pool of individuals should provide adequate enrollment for a successful program.

 It is the intention of the Click or tap here to enter text. to offer this program as distance education through the SIU Extended Campus office.

Once permission to investigate has been granted, we will visit with Click or tap here to enter text., to brief them on our program. The briefing would include topics such as tuition, classes, course schedules, and other program details. We would also conduct on-site surveys and online surveys to determine the level of interest. The level of interest must be sufficient for the program to create new revenue generation should we be allowed to open a program at this location. If enough interest is generated, we will request permission to move forward with the process at this time. Thank you.

Approved/Disapproved

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Julie Dunston Date

Interim Executive Director, SIU Extended Campus

cc: Lizette Chevalier, Associate Provost for Academic Programs