

POLICY

TITLE: Licensure Disclosure

POLICY NO: 2-8

EFFECTIVE DATE: 09/14/2021

VCCS POLICY NO: N/A

REVISED DATE: 10/21/2021

I. Purpose:

In accordance with federal, state and National Council of for State Authorization Reciprocity Agreements (NC-SARA), J. Sargeant Reynolds Community College (Reynolds) must provide disclosure regarding whether completion of an educational program is “designed to meet educational requirements for a specific professional license that is required for employment in an occupation, or is advertised as meeting such requirements...”

This policy applies to Title IV funded academic programs at Reynolds that are:

1. Designed to meet the educational requirements
 - a. for a specific license or certification and
 - b. is required for employment in an occupation, or
2. Is marketed or advertised to meet the educational requirements

II. Definitions:

Student location: the state where the student is physically located while enrolled

III. Policy:

A. Student Location

Reynolds must have a college-wide process for collecting and reporting student location data for purposes of providing disclosures to students in educational programs leading to professional licensure or certification required for employment or is marketed as such.

Reynolds will collect information to determine a student’s physical state location upon initial enrollment. The student is responsible for notifying the program head and changing their location in the Student Information System if their state location changes during enrollment.

B. Public Disclosure

Reynolds will make public disclosure on the college’s [Consumer Information](#) page of any program, no matter the method of delivery, designed to meet educational requirements for specific professional licensure or certification that is required for employment or is

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marketed as such. Disclosures will indicate whether the program meets such requirements in the state where the student is located, does not meet requirements in that state, or that no determination has been made.

C. Direct Disclosure

Reynolds will make individual disclosures in writing to current and prospective students that a program leading to professional licensure or certification required for employment or marketed as such does not meet educational requirements in states where students are located or that no determination has been made.

IV. Procedures: N/A

V. Other Information: N/A