

UNIVERSITY of NEW HAMPSHIRE

Date

Address

Dear

In 2010, the US Department of Education released new regulations associated with the Higher Education Opportunity Act of 2008. These regulations include a provision that institutions offering online degrees obtain the explicit approval from each state in which their students reside (Electronic Code of Federal Regulations, [Section 600.9](#)).

The University of New Hampshire currently offers some coursework online and expects to offer a number of academic programs online in the coming year. We anticipate students who reside in your state to enroll in some of these programs.

Would you please verify for us whether «State» regulates online education from out-of-state, public institutions? If so, can you provide direction on what the University of New Hampshire must do to comply with those regulations? We are specifically interested in determining;

1. Your state's authorization requirements for an out-of-state institution delivering online programming to residents in your state, including any definitions of "physical presence";
2. Reference to the state laws and regulations governing authorization (copies or URL);
3. Application and materials required to be submitted (copies or URL);
4. The timeline and calendar year requirements related to submission authorization;
5. The length of time before your agency will act on a completed application;
6. The process you follow for reviewing the application, including any site visits or external review processes;
7. The cost to apply and any ongoing costs to the institution;

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8. Whether any exemptions (religious, military, contractual) are allowable. If so, what are the procedures and costs for requesting such an exemption;
9. Whether any reciprocal arrangements are considered to meet state authorization requirements; and
10. The period of time covered by the authorization, if granted.

If «State» does not require public institutions in other states to go through an authorization process, we would kindly ask that a waiver be provided in writing for our records.

Please respond in writing or by email to me at the address in my signature below. Thank you for your guidance and direction, we greatly appreciate your assistance. It would help us tremendously to receive your response by July 1, 2012.

If you have any questions about this request, please feel welcome to contact me!

Sincerely,

Gary Cilley
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