Contact the ARC-PA by email to begin expansion process and secure placement on a future ARC-PA agenda.

### Program Expansion to Distant Campus

**Eligibility & Process**

- **12 weeks before the site visit submit to the ARC-PA:**
  - Completed application
  - Required Fee

- **Visit to the proposed distant campus occurs**

- **Program develops tentative agenda using ARC-PA template**

- **Written Observation Report of visit provided to Program Director**

- **Optional response to Observation Report submitted by program**

- **The agenda is confirmed with the Site Visit Team Chair**

- **Concurrent visit to the main program if deemed necessary by ARC-PA**

### Commission Reviews:
- All application materials
- Site Visit Report
- Optional response from program
- Program accreditation history

### ARC-PA renders an Expansion to Distant Campus decision

- **Yes, Approved for Expansion**
- **No, Not Approved**
- **Apply Again**

### Note

**Policy 11.1** A program must have outcomes from the first cohort of students at any distant campus before applying to expand to another.

**E1.09a** The program must obtain ARC-PA approval at least six months prior to matriculating students into a distant campus.

### Accreditation-Continued

**Policy 11.1** Must have maintained five consecutive years of accreditation-continued without an adverse action at the time of submission.

- Programs can only apply to expand to one campus, i.e. a program cannot expand to more than one location at a time.
- A program must have outcomes from the first cohort of students at any distant campus before applying to expand to another distant campus.

June 2023