ONLINE DEGREE- and CERTIFICATE-GRANTING DISTANCE EDUCATION PROGRAMS
and
FIELD-BASED, ON-GROUND ACTIVITIES AND COURSES

BACKGROUND

In fall 2010, the U.S. Department of Education (USDOE) announced Program Integrity Rules, requiring all institutions of higher education participating in Title IV federal student financial aid programs to be able to document compliance with state laws in all states where they offer distance or correspondence education.

While this requirement of the Program Integrity Rules has changed because of technical issues, MSU has continued to document its compliance with the myriad of state laws. At this time, only programs listed on the Online and Off-Campus Programs site as “Approved at the University-level and Listed on the Michigan State University transcript” are affected by this ruling. http://www.reg.msu.edu/UCC/OnlinePrograms.asp

USDOE - PROGRAM INTEGRITY

While the federal state authorization rule pertaining to distance education was vacated on a technicality on July 12, 2011, it is likely to be reinstated. More important, the U.S. Department of Education has rightly indicated that compliance with existing state laws has always been a condition of Title IV eligibility, and the announced regulation simply calls attention to the need for institutions to assure they have legal authority to operate in all the states where they are providing instruction.

In addition to online degree programs and online graduate certificate programs, distance education includes some MSU hybrid or face-to-face programs if they require “physical presence” in another state. Often, this physical presence is an internship, externship, practicum, or a clinical experience. These state authorization requirements vary from state-to-state and, sometimes, program-by-program. Being in compliance with state authorization is an ongoing process. Some states require an annual renewal and some provide multi-year approvals. At MSU, departments and colleges may propose new or updated programs for academic governance review at any time during the academic year. To remain a vital institution, the curriculum must change. Sometimes only a program’s delivery method changes. In any case, if the program is online, hybrid, or includes physical presence in another state, then state authorization regulations need to be considered in order for the program to be offered. To review MSU’s program integrity status, please visit: https://esp.msu.edu/ProgramIntegrityComplianceOverview.pdf

Current as of November 2, 2015
COLLEGE AND DEPARTMENT RESPONSIBILITY

Colleges and units will be prompted by University Curriculum and Catalog every semester and summer session to review the Online and Off-campus Programs site to ensure their online programs have the correct program description, delivery method, and other pertinent information listed. http://www.reg.msu.edu/UCC/OnlinePrograms.asp

How To Proceed:

Per usual practice, all curricular requests are sent via the RO Online Forms menu at:

https://www.reg.msu.edu/Forms/FormsMenu.asp

Required changes in the Online and Off-Campus Programs site can be sent directly to:

University Curriculum and Catalog
Joy Speas, University Curriculum Administrator
Office of the Registrar
Office: 355-8420
Email: jspeas@msu.edu
Academic Program Cycle: https://www.reg.msu.edu/ucc/programcycle.asp

For questions regarding state authorization, please contact:

State Authorization Compliance
Sandy Townsend, State Authorization Coordinator
Office of the Provost
Office: 353-4550
Email: townse45@msu.edu
SUGGESTED TEXT FOR WEBSITES, BROCHURES AND STUDENT HANDBOOKS

If a college and department are planning to offer an online degree program, an online graduate certificate program, or a program that requires physical presence in a state for which Michigan State University is not seeking authorization, then explanatory text should be included on program websites and in brochures and student handbooks. Below is the currently recommended text to be included:

*Michigan State University will not be offering certain online programs* to students based on their resident at the time of application for admission to Michigan State University - see State-By-State Summary [https://esp.msu.edu/StateSummary.pdf](https://esp.msu.edu/StateSummary.pdf)

REQUIRED DISCLAIMERS

Approval to offer online distance education programs to **Alabama** or **Kentucky** students is contingent upon the inclusion of the following statements appearing in all Michigan State University catalogs, enrollment and marketing materials:

**Alabama – Teacher Education**

State authorization to provide a program related to the preparation of teachers or other P-12 school/system personnel does not indicate eligibility for an Alabama certificate. Applicants for an Alabama certificate based on reciprocity must meet Alabama’s test requirements and submit a valid, renewable professional educator certificate/license issued by another state at the degree level, grade level, and in the teaching field or area of instructional support for which an Alabama certificate is sought and for which Alabama issues a certificate. Applicants for Alabama certification in an area of administration must also document at least three years of full-time employment as an administrator in a P-12 school system(s) [www.alsde.edu](http://www.alsde.edu).

**Alabama – Nursing**

State approval of a program to offer Alabama licensed nurses’ opportunities for advanced degrees does not indicate eligibility for approval to practice as an advanced practice nurse in Alabama. Applicants for approval in Alabama are required to meet the Alabama requirements for national certification, graduation from a specific-type program for the advanced practice approval, and completion of the appropriate application. Any program offering a pre-licensure track to Alabama students shall meet the requirements of the Alabama regulations for pre-licensure programs or the graduates may not be eligible to take the national licensure examination required by the Alabama Board of Nursing to enter the practice. [www.abn.alabama.gov](http://www.abn.alabama.gov)

**Kentucky – Teacher Education**

The following programs offered by Michigan State University’s College of Education are not accredited by the Kentucky Education Professional Standards Board and are not recognized for initial, additional, or renewal of certification or salary enhancement (rank change) for K-12 educators in Kentucky:

- Educational Technology-Master of Arts
- Educational Technology-Graduate Certificate
REQUIRED PRIOR NOTIFICATIONS – OUT-OF-STATE ON-GROUND OR FIELD-BASED EXPERIENCE

- **New York** – All programs and Courses. New York has an annual application and approval process related to any field-based activity (internship, externship, practicum, away programs, field experience, etc.). Please contact the State Authorization Coordinator for details.

STUDENT NOTIFICATION - PROFESSIONAL LICENSURE, CERTIFICATION & EXAMS

Applicants or students enrolling in any course or program shall be notified if graduates of the program in which they are enrolling qualify to sit for any licensure, licensure exam, third party certification, third party certification exam, or similar credential related to the program’s field of study. This notice shall be clearly stated and given regardless of whether or not the license, certification, or other credential is required for entry into the student’s chosen field of study or occupation. The notification shall be in writing and signed or otherwise acknowledge by the student.

Professional Licensure. Michigan State University has not determined whether online or hybrid courses or programs meet the requirements for professional licensure outside the state of Michigan. Applicants or students need to contact the applicable licensing board(s) in the states they wish to pursue licensure before seeking admission or beginning study in a course or program.

EDUCATION – Master of Arts (MAED) – Michigan State University has not determined whether the Masters of Education (MAED) online program satisfies licensure, endorsement, or certification requirements in all states. Licensure and certification is regulated individually by states and no two are exactly alike. Some states have different levels of licensure and/or certification requirements. For example, in Michigan, the MAED online program alone does not lead to State of Michigan endorsement or initial teacher certification. Students who wish to use this program for renewal, endorsement, or certification in their home state should contact their bachelor’s certification institution or their home state department of education for applicable requirements, rules, and regulations of their home state. Students are responsible for determining whether the MAED online program will meet their home states’ requirements for certification, licensure, or otherwise advancing a student’s teaching credentials. Contact MSU’s Online MAED academic advisor with questions or, for state department of education contact information, please visit: [http://www.ed.gov/about/contacts/state/index.html](http://www.ed.gov/about/contacts/state/index.html).

SOCIAL WORK – Master of Social Work (MSW) – Michigan State University’s Master in Social Work online hybrid programs are fully-accredited by the Council on Social Work Education (CSWE) and designed to meet the State of Michigan’s social work licensing criteria. MSU cannot confirm whether or not these programs meet licensure requirements in states other than Michigan. Students in programs who will be seeking professional licensure will need to check with the appropriate licensing board in their state to verify that the program meets the requirement for licensure. Each state’s social work licensing requirements can be found at: [http://www.socialworklicensure.org/articles/social-work-license-requirements.html#states](http://www.socialworklicensure.org/articles/social-work-license-requirements.html#states).