



Out-of-State Institution Distance Education Authorization

Michigan Department of Labor and Economic
Opportunity – Employment & Training
P.O. Box 30726, Lansing, MI 48909
517-335-4000
www.michigan.gov/pss

FOR OFFICE USE ONLY
Approved by: _____
Date Approved: _____
License Number: _____

AUTHORITY: 2015 PA 45

PENALTY: FAILURE TO PROVIDE THIS INFORMATION MAY RESULT IN DENIAL OF THE APPLICATION AND/OR DISCIPLINARY ACTION.

Name of Institution: _____	License Number (if applicable): _____
Mailing Address: _____	
Business Address: _____	
Phone Number: _____	Email Address: _____
Name, Title, Email and Phone Number of Principal Contact: _____	
Name, Title, Email and Phone Number of Secondary Contact: _____	
A public or private college or university that is located outside of this state that is not a party to a reciprocal agreement to provide distance education to residents of Michigan must meet the following requirements to obtain authorization to provide distance education to residents of Michigan under the terms and standards 2015 PA 45. (You must check "YES" to all to be approved.)	
<input type="checkbox"/> Yes	The institution is a U.S. degree granting institution that is accredited by an accrediting body recognized by the U.S. Secretary of Education and whose scope of authority, as specified by the Department, includes distance education. (Attach documentation of accreditation verification). Name of Accrediting Agency: _____
<input type="checkbox"/> Yes	The institution agrees to notify this agency of any negative changes to its accreditation status.
<input type="checkbox"/> Yes	For non-public institutions, the institution's most recent federal financial responsibility composite score from the U.S. Department of Education is 1.5 or above, or, if the score is between 1.0 and 1.49, the State Portal Entity can affirm that documentation has been provided to demonstrate financial stability sufficient to justify institutional participation in SARA. If an institution is owned by a "corporate parent", the federal financial responsibility score composite score of its "parent" must meet these requirements. Note: Public institutions leave this blank. FFRCS: _____ Year Reporting (most recent published): _____
<input type="checkbox"/> Yes	The institution agrees to abide by the Interregional Guidelines for the Evaluation of Distance Education .
<input type="checkbox"/> Yes	The institution agrees to be responsible for the actions of any third-party providers used by the institution to engage in operations.
<input type="checkbox"/> Yes	The institution agrees to work with this agency to resolve any complaints arising from its students in Michigan.

