

# **BLUE MOUNTAIN COLLEGE**

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## **PROCEDURES**

### **POLICY 2.35 ACADEMIC AFFILIATION AGREEMENTS**

Procedures for Writing an Agreement between Accredited Institutions Concerning Educational Courses/Programs

1. The agreement clearly establishes:
  - The nature of the services to be performed by each party;
  - The period of the agreement;
  - The conditions under which the agreement will be reviewed;
  - The conditions under which the agreement will be renewed; and
  - The conditions under which the contract can be terminated, including appropriate protections for enrolled students in such situations.
  
2. The agreement explicitly defines:
  - Educational courses, program(s), and services included in the contract;
  - The institution(s) awarding the credit; and
  - How the faculties of the accredited institutions will periodically review the courses and programs.
  
3. The agreement explicitly states financial arrangements that meet all legal requirements for federal and state student aid programs that might be used by students or the institutions involved in the agreement.
  
4. The agreement is executed by the duly designated officers of the contracting parties.
  
5. The agreement is submitted to the Southern Association of Colleges and Schools Commission on Colleges as a part of a request for approval of institutional change.

Current as of February 24, 2012

Title Change: October 02, 2015; August 07, 2015