

PURDUE UNIVERSITY GRADUATE SCHOOL  
DISTANCE EDUCATION PROGRAM PROPOSAL FORMAT

Campus:  
Degree Program:  
Date:

**PREAMBLE:** Provide rationale for offering the degree program via distance education. Provide evidence of labor market need, student demand, and the likely impact of the distance/online program in meeting the labor market need. Describe the relationship of the distance/online program to similar programs on the home campus and other system campuses.

Item

1. On-Campus Enrollment/Degree History (from SIS):

FY20      FY20      FY20

Headcount  
FTE  
Degrees

2. Mix of Technologies:

List and describe the technologies that will be used to deliver this program.

3. Access to the Instruction:

a. Given the technologies described above, identify the instructional settings available to students (i.e.: home; workplace; libraries and other public, non-educational settings; K-12 schools; public campuses/centers)

b. Will the institution enroll students in the program from anywhere in the state?

- Yes  
 No (If no, please explain)

4. Coursework Delivery:

a. Provide an example Plan of Study (including terms, class schedule type, expected duration/time to completion, etc...)

- b. All courses available in the program must be approved for Distance delivery. To add Distance as a new mode of delivery for an existing graduate course, you must submit a Form 40G and Supporting Document (found on the Registrar's website) to the Graduate School, Room 160.
- c. If the curriculum for the online degree includes courses offered by academic units other than the academic unit offering the degree, provide a statement of commitment from each unit, approved by the department/school head, which identifies the courses, by name and course number, it will teach using the distance/online format in support of the online degree.

5. Off-Campus Curriculum and Instruction:

- a. Will the off-campus curriculum be identical to the on-campus curriculum?
  - Yes
  - No (If no, please explain)
- b. If applicable, describe how students will complete laboratory, studio, or clinical work.
- c. Please explain how the program will provide for timely and appropriate interaction among students and faculty members.
- d. Please explain how the program will provide for timely and appropriate interaction among students.
- e. Will the program require students to come to campus for any period of time?
  - No
  - Yes

If "Yes," indicate for how long, with what frequency, and for what purpose.

6. Assessment of Student Learning:

Identify the significant competencies or learning outcomes expected of students completing this program and how the students will be assessed.

7. Availability of Academic Support and Student Services: Describe how

students have access to each of the following:

- a. Admissions
- b. Financial Aid
- c. Academic Advising
- d. Course Materials (including delivery mechanism)
- e. Library Materials (including delivery mechanism)
- f. Placement and Counseling
- g. Technical support (e.g. on-line help desk)

8. Student Fees:

Fees<sup>1</sup> Charged per Semester Hour for  
Part-Time Students

Indiana Residents    Non-Residents

On-Campus Instruction	\$	\$
Distance Education Instruction	\$	\$

<sup>2</sup> Instructional fees (tuition and technology fees) for Indiana residents enrolled in a program offered through distance education should be lower than the instructional fees for non-Indiana residents enrolled in the same program offered through distance education.

9. Academic Degree Program:

Proposal Summary (Table 1)

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<sup>1</sup> All tuition and mandatory fees

<sup>2</sup> ICHE Policy on Approving Distance Education Programs as passed by ICHE on May 11, 2012

ICHE Policy on Approving Distance Education Programs Pay particular attention to page two:

Graduate Programs, #4, statement on instructional fees,  
and for Regional Campus programs, Distance Education Programs, #1, 2, & 3.

### **Graduate Programs**

4. Instructional fees (tuition and technology fees) for Indiana residents enrolled in a program offered through distance education should be lower than the instructional fees for non-Indiana residents enrolled in the same program offered through distance education.

### **Distance Education Programs Offered by Indiana University and Purdue University Regional Campuses**

1. The Commission places priority on the approval of distance education degree programs that are commonly offered, can broaden access, can demonstrate cost savings, and are offered in collaboration with multiple regional campuses to avoid duplication of effort, where collaboration involves a coordinated strategy toward utilizing the distributed expertise of faculty, aligning curricula, scheduling course offerings, and providing academic and student support services.
2. Other distance education program proposals may be considered by the Commission, if the proposed program draws upon resources that are uniquely available to a regional campus, thus making it difficult or even impossible to offer in collaboration with other regional campuses, in which case the regional campus will be deemed to have a distinctive mission in that program area.
3. Distance education programs approved for regional campuses at or prior to the May 2012 Commission meeting, should be reviewed by Indiana University and Purdue University in the context of the expectation for collaboration described in policy component #1.