

ATTACHMENT 2

At a Glance (Revised 10/20/05) Program Approval Criteria/Submissions/State Approvals

Key Elements Related to Award		Forms/Process Required					State Approval Required		
		LMI	NOI	ODA*	College	Curriculum Form	EII	State	
Part 1 of 2		Work-sheet	Form	Adverse Impact OARs apply	Separate letter Chief Academic Officer signature	Application/ Curriculum Form (A) Program Amendment Form (P)			
		Award	Credits						
AAS Degree OAR 589-006-0050 (3) (4) OAR 589-006-0100 (5) (7) <i>Independent</i>		90-108	Yes	Yes	Yes	No	A	Yes	Yes
AAS Business and Industry OAR 589-006-0050 (9) OAR 589-006-0100 <i>Privately contracted with college; developed at the request of an employer</i> <i>Closed enrollment (Target audience: employees or clients of an org.)</i>		90-108	No	Yes	No**	No	A	Yes	Yes
AAS –Option OAR 589-006-0050 (5) <i>Specialization attached to an AAS degree</i> <i>Title includes base AAS degree title with the option title (e.g., AAS in Business and Management: Finance)</i> <i>CIP Code may be different but must be a reasonable and recognizable specialization of the base AAS degree</i>		70% of course credits must be the same as the base AAS	No	No	No	Yes	P	Yes	No
Certificate of Completion OAR 589-006-0050 (10) <i>Related to existing AAS Degree</i> <i>Related CIP Code as base Certificate of completion</i> <i>Prepares students for related occupational field</i>		12-108	No	Yes	Yes	Yes	P	Yes	No
		Courses wholly contained within base AAS							

* ODA = Office of Degree Authorization (<http://www.osac.state.or.us/oda/>)

** Must meet Business and Industry-based requirements

Key Elements Related to Award		Forms/Process Required					State Approval Required	
Part 2 of 2		LMI	NOI	ODA*	College	Curriculum Form	EII	State
		Work-sheet	Form	Adverse Impact OARs apply	Separate letter Chief Academic Officer signature	Application/ Curriculum Form (A) Program Amendment Form (P)		
Award	Credits							
Certificate of Completion OAR 589-006-005 (10) Independent <i>Not related to an existing certificate of completion or AAS degree program</i>	31-108	Yes	Yes	Yes	No	A	Yes	Yes
Certificate of Completion OAR 589-006-005 (10) Independent <i>Not necessarily related to an existing AAS degree or certificate of completion</i>	12-30	Yes	Yes	Yes	No	A	Yes	No
Certificate of Completion- Business and Industry OAR 589-006-0050 (9) <i>Privately contracted with colleges and developed at the request of the employer(s)</i> <i>Closed enrollment (Target audience: employees or clients of an organization)</i>	12-108	No	Yes	No**	No	A	Yes	Yes
Certificate of Completion OAR 589-006-0050 (10) Related to existing Certificate of Completion <i>Related CIP Code as base Certificate of completion</i> <i>Prepares students for related occupational field</i>	12-108 Courses wholly contained within base certificate program	No	Yes	Yes	Yes	P	Yes	No

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** Must meet Business and Industry-based requirements