

**SACSCOC Substantive Change Considerations
for Curriculum Changes
University of West Georgia**

In support of compliance with Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) requirements and to avoid delays in implementation, those proposing or approving curriculum or institutional changes should be mindful of the following common Substantive Changes, as described in the [SACSCOC Substantive Change Policy and Procedures](#), and lead times for notification of UWG’s SACSCOC Institutional Accreditation Liaison (SACSCOC Liaison), or designee:

Type of Change	Time before Planned Implementation to Contact Executive Director of Accreditation and Quality Enhancement (designee of Liaison)
New Program with ≥50% New Content	1 year
New Program with 25-49% New Content	6 months
Adding a Method of Delivery (≥50%) to an Existing Program	6 months
Program Deactivation or Termination	6 months before cessation of program admissions
Method of Delivery Closure	6 months before cessation of admissions
Closure of a Program at Any Site	6 months before cessation of admissions
New Off-Campus Instructional Site with Delivery of 25-49% of a Program’s Content	6 months
New Off-Campus Instructional Site with Delivery of ≥50% of a Program’s Content	1 year
Off-Campus Instructional Site Relocation	6 months
Off-Campus Instructional Site Name or Address Change	6 months
Off-Campus Instructional Site Closure	6 months before cessation of admissions
Dual Academic Award	6 months
Joint Academic Award with non-SACSCOC Institution or Entity	1 year
Joint Academic Award with SACSCOC Institution	6 months
Cooperative Academic Arrangement with Title IV	6 months
Cooperative Academic Arrangement with Non-Title IV Entities	1 year