

HLC Substantive Change Fact Sheet  
Academic Effectiveness  
July 2021

Source: [Higher Learning Commission](#)

Description: In order to maintain accreditation with the Higher Learning Commission, institutions must apply for prior approval or notify the HLC of certain types of institutional changes (referred to as substantive change hereafter). This document serves as a quick guide for understanding the types of changes most likely to occur at UNC. Additional types of substantive change are described in the link posted above. This document reflects updates to HLC policy based on [new federal regulations](#) that went into effect on July 1st onmWhen

complete. Changes requiring  
they will not be retroactively  
potential substantive changes as  
ions between the university and

Type of Change	Notes
New academic degree programs	

Type of Change	Notes
Cancellation or suspension of any academic program	<p>Prior approval may be required under certain circumstances. When prior approval is required, the institution must submit a provisional plan for teaching out students in the program.</p> <p><b>Notify ALO as early as possible in the program cancellation or suspension process.</b></p>
Opening or relocating an additional location	<p>Prior approval required. May also require a site visit from the HLC. The review period ranges from three to six months upon submission of application.</p> <p><b>Notify ALO prior to any contracts being finalized or students admitted.</b></p>
Closure of additional location	<p>Prior approval required in some circumstances. For locations that offer one or more full degree or certificate programs, institutions must submit a provisional plan for teaching out students at the location.</p> <p><b>Notify ALO as early as possible in the decision process.</b></p>

Contractual Arrangements\*

\*The HLC no longer requires notification or prior approval for