

April 12, 2020

University of St. Katherine Teach-Out Policy

In the event that the decision is made to discontinue a USK program, the University will do the following:

- Create and execute a communication plan to address the needs of affected students, faculty, and staff;
- Suspend recruitment of new students into the program and withdraw all related marketing materials;
- Publish a detailed course schedule enabling all currently enrolled students to complete the program no later than their current projected completion date;
- Define and commit faculty and other resources as necessary to meet the needs of all currently enrolled students for the duration of the teach-out period;
- Meet all teach-out requirements of USK's accrediting and licensing bodies;
- Publish guidance for how the University will assist affected students seeking to transfer to other institutions instead of persisting through the teach-out;

Students accommodated by the teach-out will be expected to do the following:

- Students participating in the teach-out must take the required courses required when they are offered. Students who seek exceptions may request an Independent Study, which the University may approve if sufficient resources are available.
- Students who fail or withdraw from a course in the published sequence may retake the course only if it is offered again before the end date of the teach-out period. With the approval of the department chairperson, the course may be retaken at another institution.
- Students who withdraw, are dismissed, or take a leave of absence from the program after the teach-out has been announced may appeal to re-enter the program only if the courses they require to complete the program are available in the published course schedule and can be completed before the teach-out end date.
- The University will assist those students who wish to transfer to another institution. Once students are accepted for transfer they will not be permitted to re-enroll in the program under teach-out.