



# SHEEO

STATE HIGHER EDUCATION EXECUTIVE OFFICERS ASSOCIATION

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## South Carolina Commission on Higher Education

### Vertical Tabs

1. Agency and Contact Information

**1A1. Agency Name:**

South Carolina Commission on Higher Education

**1A2. Agency Description - Please review the description below and revise as appropriate (e.g., state executive agency, agency with appointed board, department or division within agency, etc.):**

The South Carolina Commission on Higher Education licenses all out-of-state institutions that are operating or soliciting having a physical presence in South Carolina in any delivery format as well as in-state institutions not exempt by statute.

**1A3. Agency Contact - Please review and correct as necessary the contact information below:**

Clay Barton, Program Coordinator, Postsecondary Institution Licensing  
South Carolina Commission on Higher Education  
1122 Lady Street  
Suite 300  
Columbia, SC 29201  
803-737-7781 [cbarton@che.sc.gov](mailto:cbarton@che.sc.gov) [1]

**1A4. Who should institutions contact if they have questions about your agency's authority, policies, or application process:**

Same as above.

**1B. Links - Please provide web links to your agency home page, the regulations pertaining to authorization, and any other links important for understanding your agency's responsibility for authorization:**

[Regulations:](#) [2]

[Statute:](#) [3]

[Clarification of Operating or Soliciting Definition](#) [4]

**1C1. Other Agencies - According to our records, the following agencies also have**

**responsibility for authorization in the state. Please correct, add to, or clarify this list of authorizing authorities as necessary. These agencies will also be requested to complete this survey:**

None.

**1C2. If the division of responsibility among these agencies is not clear, please explain:**

Not applicable.

## 2. Types of Educational Providers Authorized

**2A1. Institution Types Authorized - Indicate the types of institutions that your agency authorizes. Feel free to provide a short explanation of any ambiguity:**

Public, in-state degree granting institutions

Public, out-of-state degree granting institutions

Private, in-state, not-for-profit degree granting institutions

Private, out-of-state, not-for-profit degree granting institutions

Private, in-state, for-profit degree granting institutions

Private, out-of-state, for-profit degree granting institutions

Non-degree, not-for-profit institutions

Non-degree, for-profit institutions

**2B1. Multiple Agencies - Is an institution required to obtain approval from more than one agency to be authorized in your state (excluding purely programmatic approvals):**

No

**2C1. Accreditation - Is accreditation required for an institution to be authorized in your state:**

Yes

**2C2. If yes, please explain:**

Out-of-state degree-granting institutions must be accredited by a recognized accrediting agency (U.S. Department of Education or CHEA).

**2C3. If yes, what type of accreditation is required? Please check all that apply:**

Regional

National

Programmatic/specialized, if applicable

**2D1. Does your agency authorize specific academic programs offered by institutions, only institutions themselves, or both:**

Both Institutions and Programs

**2E2a. Nursing:**

Yes

**2E2b. Name and Contact Information:**

Board of Nursing

<http://www.llr.sc.gov/POL/Nursing/> [5]

**2E2c. URL:**

[Board of Nursing](#) [5]

**2E6a. Others (please list):**

Yes

**2E6b. Name and Contact Information:**

South Carolina Department of Labor, Licensing, and Regulation has oversight of specific occupations including nursing, barbering, and cosmetology.

Board of Cosmetology

<http://www.llr.sc.gov/POL/Cosmetology/> [6]

Board of Barbering

<http://www.llr.sc.gov/POL/Barber/> [7]

**2E6c. URL:**

[Board of Cosmetology](#) [6]

3. Exemptions

**3A1. General Exemptions - Are certain institutions or programs exempt by law or policy from your state authorization requirements:**

Yes

**3A2. If yes, to which institutions or programs does the exemption apply? How does it work (please describe)? If available, please provide any pertinent web links:**

A degree-granting institution chartered by the SC Secretary of State before 1953; religious or theological programs (those with specific theological, biblical, divinity, or other religious designation).

**3A3. If yes, how does the institution or program claim an exemption? For example, is the exemption automatic as long as it meets specified criteria, does the institution or program notify the agency and the exemption is granted, is there an application process, etc.:**

The exemptions are automatic as long as the specified criteria are met; there is not required notification to the agency or apply for an exemption.

**3B. Other Requirements - If an institution or program is exempt from state authorization, are there any other state requirements that an institution would need to fulfill in order to operate in your state (e.g., providing contact information, list of programs, etc.):**

Explanation attached at end of survey.  
(Question 12)

**3C1. Religious Institutions - Does your state constitution or do your state laws provide any exemptions for religious institutions:**

Yes

**3C2. If yes, are all religious institutions exempt (please describe):**

Religious or theological programs (those with specific theological, biblical, divinity, or other religious designation) are exempt.

**3C3. If yes, are religious institutions that award only religious degrees or certificates exempt (please describe):**

Yes.

**3C4. If yes, are certain religious institutions exempt that meet other criteria (please describe):**

N/A

4. Authorization of Distance Education

**4A1. Does your agency require purely (100%) distance education programs, including online or correspondence study programs that enroll residents of your state, to be authorized without regard to physical presence:**

No

**4A2. Clarifying Comments:**

South Carolina does not require authorization of institutions that only enroll South Carolina residents into online programs unless the institutions operate or solicit in such a way that they create a physical presence.

**4B1. If not, does your agency determine whether an institution must be authorized based on a physical presence (“operating”) standard:**

Yes

5. Physical Presence Policy – Common “Triggers”

**5A. If your agency uses a physical presence standard, how does your agency define physical presence? If available, please provide a link to that policy or a citation to the relevant regulation giving that standard:**

[http://www.che.sc.gov/CHE\\_Docs/AcademicAffairs/License/ClarificationofOp...](http://www.che.sc.gov/CHE_Docs/AcademicAffairs/License/ClarificationofOp...) [4]

INSTRUCTIONAL ACTIVITIES

**5B1a. Hosting short term, face-to-face, seminars or conferences in the state where students meet in person:**

Yes

**5B1b. Clarifying Comments:**

If they are required as a part of a credit-bearing course for which students pay fees or at which recruiters provide information, enroll students, and take payments.

**5B2a. Permitting a student to complete an internship, externship, field experience, or clinical practicum organized by the institution:**

No

**5B2c. Does this apply only to distance education students or more generally:**

More Generally

**5B3a. Permitting a student to complete an internship, externship, field experience, or clinical practicum found by the student acting independently:**

No

**5B3c. Does this apply only to distance education students or more generally:**

More Generally

PROPERTY IN THE STATE

**5B4a. Maintaining a location (physical building) in the state that is used for instructional activity:**

Yes

**5B5a. Maintaining a location (physical building) in the state that is used ONLY for non-instructional activity (administration, recruitment, etc.):**

Yes

**5B6a. Housing ONLY computer servers or other equipment at a physical location in the state:**

No

**5B6b. Clarifying Comments:**

**5B7a. Maintaining an in-state address or phone number, regardless of use:**

Yes

RECRUITING ACTIVITIES

**5B8a. Organized, consistent, on - the - ground recruiting of students in the state by employees or agents of the institution:**

Yes

**5B8c. What if the agent is only recruiting students in the state on an occasional basis (i.e. at job fairs):**

No

**5B8d. Clarifying Comments:**

No; not for college fairs.

THIRD PARTY AGREEMENTS/CONTRACTS

**5B9a. Having a contract/agreement between the institution and in-state institutions or in-state entities to provide services for students (i.e. library, gym, computer centers, etc.):**

No

**5B9b. Clarifying Comments:**

Not if the students are enrolled in distance learning.

**5B10a. Requiring a student to take a proctored exam at a location or with an entity in the state prescribed by the institution:**

No

**5B11a. Requiring a student to take a proctored exam with an entity in the state chosen by the student but approved by the institution:**

No

ADVERTISING

**5B12a. Advertising in local media sources that are largely viewed by residents of the state**

:

Yes

**5B12b. Clarifying Comments:**

Yes; advertisements that target South Carolina residents.

**5B13a. Advertising in national media sources that can be accessed by residents of the state:**

No

EMPLOYMENT IN THE STATE

**5B14a. Employing full-time faculty in the state to provide instruction via distance education programs to students in the state:**

No

**5B14b. Clarifying Comments:**

**5B14c. What about adjunct faculty:**

No

**5B14d. Clarifying Comments:**

**5B15a. Employing full-time faculty in the state to provide instruction via distance education programs solely to students outside of the state:**

No

**5B15c. What about adjunct faculty:**

No

**5B16a. Employing mentors, tutors, or preceptors in the state to aid students, who are residents of the state, on an individual basis:**

No

OTHER

**5C1. Combinations - Of the activities or conditions listed above that alone would not constitute a physical presence, are there any that, if combined, would create a physical presence:**

No

6. Application Process

**6A. Description - Please provide a short description of the application process to obtain state authorization. If available, please provide web links to the specific references to all applicable state laws, regulations, manuals, forms, or other pertinent documents:**

The institution must submit a letter of intent followed by an application for initial licensure (within two years of the LOI). The staff reviews the application and documents and makes a recommendation for staff approval or for a team evaluation. Staff/team recommendations are reviewed by the executive staff and forwarded to a subcommittee of the Commission. The subcommittee reviews and makes a recommendation to the full Commission.

**6B. Processing Time - Generally, how long does it take to approve applications (assuming that the agency has received all required information from the institution)? Please provide a typical range if appropriate:**

One to two years.

**6C. Duration - What is the authorization duration:**

Typically five years (for degree-granting institutions) with annual reporting or one year for non-degree institutions with annual license renewal.

**6D. Maintenance - What does an institution need to do to maintain authorization:**

Annual reporting and continue to operate in compliance with the standards.

**6E. Reporting - What kinds of information or data must an institution report to your agency as a condition for continued authorization? How frequently is this reported or updated? Is this information published or shared publicly:**

We require updated publications, financial statements, enrollment reports, and fees. Reporting is annual and made public generally under FOIA.

**6F. Loss of Status - Can an institution lose its authorized status? If so, how?:**

Yes, an institution can lose its authorized status through failure to demonstrate compliance with the standards or by cancellation of surety bond.

**6Ga. Multi-Institutional Systems - Can a multi-institutional system or college corporation apply to your agency for authorization on behalf of all of its component institutions? If so, please describe the process:**

No, currently authorization is institution/site/program specific.

**6Gb. Would multi-institution public systems be treated the same as multi-location for-profit institutions:**

Yes; the same.

**6H. Distinctive Features - What distinctive features in your authorization process would be useful for applicants to know (e.g., certain times during the year that you process applications for authorization, sharing of applications or information about proposed programs with institutions or other stakeholders in your state for comment):**

The Committee on Academic Affairs and Licensing meets three times each year. Its recommendations are typically considered by the Commission in the month following.

7. Fees Associated with Authorization

**7A. Application Fee - Is there an application fee to initiate the authorization process? If so, what is the fee or fee schedule? Please provide a web link if available:**

Yes. The initial licensure application fee is one-half of one-percent of projected gross tuition income (minimum \$150, maximum \$5,500. Please see

[http://www.che.sc.gov/CHE\\_Docs/AcademicAffairs/License/Regulations2012.pdf](http://www.che.sc.gov/CHE_Docs/AcademicAffairs/License/Regulations2012.pdf) [2]

**7B. Other Costs - Are there any other costs associated with the state authorization process (e.g. site visits, hiring a reviewer, surety bond, tuition recovery fund, agent licensing, etc.):**

Also required for out-of-state institutions is a surety bond by an entity licensed to do business in South Carolina. The amount of the bond is based upon anticipated tuition revenues with a \$20,000 minimum bond for an out-of-state institution to operate or solicit in South Carolina. Also, if the review requires consultants, institutions pay honorarium and expenses.

**7C. Renewal Costs - What are the costs, if any, to renew authorization:**

Annual fees are one-half of one percent of gross tuition income for the prior year; minimum is \$115, maximum \$3,750.

**7D. Exemption Costs - What costs are associated with receiving a waiver or exemption to authorization:**

None.

8. Interstate Reciprocity

**8A. Do your state regulations explicitly allow or prohibit interstate reciprocal agreements about authorization? If so, please describe:**

No

**8B. What is the process, if any, to obtain a reciprocal agreement with your state:**

Not applicable.

**8C. Are there any reciprocal agreements currently in place or under consideration? If so, please list those agreements:**

Not applicable.

**8D. If interstate reciprocal agreements are not addressed in your regulations, would your agency consider establishing such agreements? Please elaborate:**

Unlikely success because of competitive climate and inconsistency of standards and enforcement for authorization and accreditation.

9. Consumer Protection and Student Complaints

**9A1. Does your agency have a process for handling complaints about postsecondary institutions or programs::**

Yes

**9A2. If yes, please describe the process or provide a web link to the material that describes the complaint process:**

[http://www.che.sc.gov/CHE\\_Docs/AcademicAffairs/License/Complaint\\_procedures\\_and\\_form.pdf](http://www.che.sc.gov/CHE_Docs/AcademicAffairs/License/Complaint_procedures_and_form.pdf) [8]

**9A3a. If yes, does this complaint process extend to institutions not authorized by the agency that may enroll residents of the state (such as explicitly distance education**

**programs with no physical presence or exempt institutions):**

Yes

**9A3b. Clarifying comments:**

We would refer SC residents enrolled in distance learning programs to the state of origin. However, the Commission has authority to investigate complaints whether or not the institution is under the jurisdiction of CHE.

**9A4. If available, please provide a web link to the complaint form:**

[Complaint Form](#) <sup>[8]</sup>

**9B. Who is the contact person for receiving complaints? Please include name, title, address, phone, and email if available:**

Included at link above.

**9C. If your agency has no formal process for handling complaints related to postsecondary institutions, what state agency would handle a complaint:**

N/A.

10. Enforcement

**10A. If your agency finds that an institution or program is operating in your state without authorization, what is the resulting warning or enforcement action:**

Issue cease and desist letter and include institution on illegally operating list on Commission's web site and referral to the SC Office of Attorney General.

11. Legislative or Regulatory Changes

**11A1. Amendments - Is your agency or state legislature currently planning to amend its regulations or alter its physical presence policy:**

No

**11B1. Federal Regulations - Is your agency or state legislature making changes in your state regulations or statutes so that institutions with locations in your state would be considered legally authorized in accordance with the federal institutional eligibility regulations:**

No

**11C1. Other Changes - Is your agency or state legislature making any other changes in your state regulations or statutes with regard to state authorization:**

No

12. Other

**12A. Is there anything else about the authorization process in your state that we and others ought to know about:**

Yes; please see attachments below.

## Religious Exemption Attachment

South Carolina Commission on Higher Education

Nonpublic Postsecondary Institution Licensing 1122 Lady Street, Suite 200, Columbia, SC 29201  
Telephone (803) 737-2260; FAX (803) 737-2297

Web site: [www.che.sc.gov](http://www.che.sc.gov) [9]

### EXPLANATION OF EXEMPTION FOR "INSTITUTIONS WHOSE SOLE PURPOSE IS RELIGIOUS OR THEOLOGICAL TRAINING" - Code Section 59-58-30(4) - Exclusions

1. CITATION FOR EXEMPTION. The South Carolina Commission on Higher Education is the licensing authority for private postsecondary education under the provisions of the Nonpublic Postsecondary Institution License Act, Chapter 58 of Title 59, South Carolina Code of Laws, 1976, as amended. Section 59-58-30 of the law states that the definition of a "nonpublic educational institution" does not include "(4) Institutions whose sole purpose is religious or theological training."
2. CITATION FOR DEFINITION OF "RELIGIOUS OR THEOLOGICAL." Section 59-58-20(18) defines "religious or theological training" as "...the awarding of nonacademic degrees, diplomas, or certificates with a specific theological, biblical, divinity, or other religious designation."
3. TYPE OF DEGREES EXEMPT INSTITUTIONS MAY AWARD. Bible colleges and theological seminaries are exempt from licensure requirements if they limit their South Carolina offerings to courses for Bible or theological credentials. Credentials must be titled clearly to label them as professional, such as "Associate of Biblical Studies" or "Bachelor of General Ministry," or "Master of Divinity." An exempt institution may offer programs that prepare graduates for service in ministry. In addition to religious terms in the degree title, the curriculum must support religious or theological content and objectives. An exempt institution may not award Ph.D. degrees, or associate's, bachelor's, or master's degrees in arts or sciences.
4. APPROPRIATE ADVISING. Institutions must take care that students are not misled about the purposes and uses of credentials it awards. Publications and advising should clearly state that use of credentials issued by unlicensed or unaccredited institutions is limited; that this type of credential may not be accepted by employers for jobs; and it is unlikely that institutions that hold recognized accreditation will accept the credit for transfer. The description of each program where the major is in a specific field (such as Christian Education or Pastoral/Ministerial/Christian Counseling) should include a specific disclaimer that the program does not meet requirements for professional licensure or certification.
5. PROHIBITION OF CLAIMS. As stated in South Carolina Commission on Higher Education Regulation 62-25.K., "An institution exempt from the Commission's oversight may not claim that it is under authority of the Nonpublic Postsecondary Institution License Act or the Commission. It may not claim that the South Carolina Commission on Higher Education recognizes it, grants it authority to operate, offer, or award a credential, or use any other misleading language referring to approval, recognition, authority, licensure, accreditation, certification, registration, or oversight." Regulation 62-26 states that "Reference in advertising to accreditation shall name the agency and shall be limited to accreditation currently held by the institution through nationally recognized accrediting agencies as defined and listed by the United States Department of Education."

6. CLAIMS OF ACCREDITATION. The Commission encourages institutions that do not hold recognized accreditation to use a statement such as, "The institution is not accredited by a recognized accrediting agency." However, institutions accredited by an agency that is not recognized must include a disclosure that, "The accrediting body name is not recognized by the U. S. Department of Education or the Council for Higher Education Accreditation." Information about accreditation (or lack thereof) must be restricted so that it does not confuse students about the meaning of accreditation.

7. FURTHER REVIEW; AUTHORIZATION TO INVESTIGATE. The Commission reserves the right to examine the status of any exempt institution based on information available in the future to the Commission or based on changes in authority the General Assembly grants to the Commission. The Commission may review information, web sites, and publications and inform institutions to make additions, deletions, and corrections. Regulation 62-27 gives the Commission the authority to intervene on the behalf of a person filing a complaint against an institution that is exempt from the oversight of the Commission.

8. INFORMING THE COMMISSION. So that the staff might better be able to respond to inquiries from the public, please inform the Commission of activities of exempt institutions.

9. LETTER OF EXEMPTION. Make a request in writing for a letter from the Commission specifically acknowledging exemption. Include the name of the institution, officials of the institution, a list of the programs to be offered, and a copy of publications.

10. RECOGNIZED ACCREDITING AGENCIES. The Commission recommends that officials at exempt institutions contact a recognized accrediting agency and carefully consider complying with the requirements for recognized accreditation, especially in the areas of faculty credentials, curricula structure, and credit awards. Three recognized accrediting agencies that accredit theological institutions are:

Association for Biblical Higher Education (ABHE)

(formerly The Accrediting Association of Bible Colleges)

Commission on Accreditation

P. O. Box 780339

5575 S. Semoran Boulevard, Suite 26

Orlando, FL 32822-1781

407.207.0808

Fax 407.207.0840

[www.abhe.org](http://www.abhe.org); [10] [info@abhe.org](mailto:info@abhe.org) [11]

ABHE accredits colleges that offer certificates, diplomas, associate and/or baccalaureate degrees aimed at preparing students for Christian ministries through biblical, church/vocational, and general studies.

Association of Theological Schools in the United States and Canada (ATS)

Commission on Accrediting

10 Summit Park Drive

Pittsburgh, PA 15275-1103

Telephone 412.788.6505

Fax 412.788.6510

[www.ats.edu/](http://www.ats.edu/) [12]

ATS accredits graduate professional schools of theology, theological seminaries, and graduate programs in theology.

Transnational Association of Christian Colleges and Schools (TRACS)

P.O. Box 328

Forest, Virginia 24551

Phone (434) 525-9539

Fax (434) 525-9538

[www.tracs.org](http://www.tracs.org) [13]

TRACS accredits Christian postsecondary institutions offering certificates, diplomas, and/or degrees in Christian education.

For additional information contact Nonpublic Postsecondary Institution Licensing: Renea Eshleman, Program Manager, 803.737.2281, [reshleman@che.sc.gov](mailto:reshleman@che.sc.gov) [14].

Operating or Soliciting Attachment

South Carolina Commission on Higher Education Nonpublic Postsecondary Institution Licensing 1122 Lady Street, Suite 200, Columbia, SC 29201 Telephone (803) 737-2260; FAX (803) 737-2297; Web site: [www.che.sc.gov](http://www.che.sc.gov) [9]

Renea H. Eshleman, Program Manager Telephone 803.737.2281 E-mail [reshleman@che.sc.gov](mailto:reshleman@che.sc.gov) [14]

Lane Goodwin, Program Coordinator Telephone 803.737.3918 E-mail [lgoodwin@che.sc.gov](mailto:lgoodwin@che.sc.gov) [15]

CLARIFICATION OF JURISDICTION (Updated 8/15/2013) The SC Commission on Higher Education is the administering agency of the Nonpublic Postsecondary Institution License Act. The Commission does not have jurisdiction where institutions enroll SC residents into online courses or programs where the institution does not conduct activities defined as operating or soliciting in South Carolina.

Please refer to the Nonpublic Postsecondary Institution License Act; Chapter 62, SC Commission on Higher Education (CHE) Regulations; and forms, policies, and procedures of the Commission. Contact CHE licensing staff to obtain forms and ask any questions.

SECTION 59-58-20. Definitions, includes the following:

(17) "Operating or soliciting" refers to having actual presence<sup>1</sup> within the State of South Carolina and includes for the purposes of application of this Chapter:

(a) an instructional or administrative site within South Carolina whether owned, leased, rented, or provided without charge;

1 [The Commission does not require licensing of institutions that enroll residents of South Carolina into online or distance programs unless the institution operates or solicits in South Carolina.]

2 [The Commission does not require licensing of institutions where a practicum or clinical experience is in South Carolina; however, the SC Board of Nursing requires approval of programs that lead to initial licensure. [www.llr.sc.gov](http://www.llr.sc.gov).] <sup>[16]</sup>

3 [The Commission does not require licensing of institutions that offer programs online or at a distance where the sole activity is employment of faculty members who are residents of South Carolina.]

4 [The Commission does not require licensing of institutions where an in-state proctor administers exams for courses delivered by distance learning.]

5 [The Commission does not require licensing of institutions that use search engine marketing (Yahoo, Bing, Google) or web site advertisements that originate outside the borders of South Carolina.]

(b) instruction whether theory or clinical<sup>2</sup> [~~within or~~] originating from South Carolina utilizing teachers<sup>3</sup>, trainers, counselors, advisors, sponsors, or mentors<sup>4</sup>;

(c) an agent, recruiter, in-state liaison personnel, institution, or business that solicits for enrollment or credits or for the award of an educational or occupational credential; and

(d) advertising, promotional material, or public solicitation in any form that targets South Carolina residents through distribution or advertising in the state.<sup>5</sup>

Refer to SECTION 59-58-30., for exclusions to the licensing authority. Briefly, they include institutions chartered before 1953; institutions that offer kindergarten through high school; religious or theological training; recreational programs; South Carolina publicly supported institutions; courses or programs regulated and licensed or approved under an occupational licensing law of the State (such as cosmetology, barbering, nursing [www.llr.sc.gov](http://www.llr.sc.gov) <sup>[17]</sup>); employer-sponsored training; test review courses; programs or courses on federal military installations; and accredited institutions conducting seasonal recruiting through high school recruiting fairs. The Commission reserves the right to examine the status of any exempt institution based on information available in the future to the Commission or based on changes in authority the General Assembly grants to the Commission.

Institutions that offer on-line programs that are for teacher/administrator certification.

The South Carolina Department of Education prescribes the parameters for credentials for teacher/administrator certification. The awarding institution must hold regional accreditation and completion of the program must lead to educator certification in the state of origin. Institutions that offer education programs must closely monitor SC residents who apply to enroll in education programs

to ensure that students enroll only into programs that comply with the SC DOE requirements. For more information, contact the South Carolina State Department of Education, Division of School Effectiveness, Office of Educator Services (803.734.0325) or e-mail [certification@ed.sc.gov](mailto:certification@ed.sc.gov) [18].

The following information is from the March 17, 2011, US Department of Education, Office of Postsecondary Education, GEN-11-05 "Dear Colleague" letter subject:

Implementation of Program Integrity Regulations. Question 16: If a State does not regulate such activities by out-of-State institutions, the institution is considered to be legally operating in that State. Question 22: If...the State does not require the institution to obtain State approval under the circumstances to offer distance education to its residents, would the institution be required for the purposes of section 600.9(c) to have a document from the State stating that no approval by that State is required? No. However, an institution would be expected to demonstrate upon request from the Department that no State approval was required. SC does not require that an exempt institution apply for an exemption. This explanation will demonstrate to the Department that no approval is required in SC where the institution is exempt. Regarding student complaints, Regulation 62-27 gives the Commission the authority to intervene on the behalf of a person filing a complaint against an institution that is exempt from the oversight of the Commission. Under requirements of Federal Regulation 668.43(b), institutions must provide students with contact information for filing complaints with the institution's State approval or licensing entity and any other relevant State official or agency that would appropriately handle a student's complaint. Out-of-state institutions must publish the information even though South Carolina does not otherwise regulate the out-of-State institution's provision of distance education.

The following is the suggested language for South Carolina. Residents of South Carolina may access a complaint form through the web site of the Commission:

[http://www.che.sc.gov/CHE\\_Docs/AcademicAffairs/License/Complaint\\_procedu...](http://www.che.sc.gov/CHE_Docs/AcademicAffairs/License/Complaint_procedu...) [8]

The form must be completed, signed, and notarized. It may be submitted with the required documentation to [reshleman@che.sc.gov](mailto:reshleman@che.sc.gov) [14] or sent to the South Carolina Commission on Higher Education, 1122 Lady Street, Suite 200, Columbia, SC 29201.

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**Source URL:** [http://sheeo.org/sheeo\\_surveys/user/12](http://sheeo.org/sheeo_surveys/user/12)

#### Links

[1] <mailto:cbarton@che.sc.gov>

[2] [http://www.che.sc.gov/CHE\\_Docs/AcademicAffairs/License/Regulations2012.pdf](http://www.che.sc.gov/CHE_Docs/AcademicAffairs/License/Regulations2012.pdf)

[3] [http://www.che.sc.gov/CHE\\_Docs/AcademicAffairs/License/LicensingStatute.pdf](http://www.che.sc.gov/CHE_Docs/AcademicAffairs/License/LicensingStatute.pdf)

[4] [http://www.che.sc.gov/CHE\\_Docs/AcademicAffairs/License/ClarificationofOperatingOrSolicitingDefinition.pdf](http://www.che.sc.gov/CHE_Docs/AcademicAffairs/License/ClarificationofOperatingOrSolicitingDefinition.pdf)

[5] <http://www.llr.sc.gov/POL/Nursing/>

[6] <http://www.llr.sc.gov/POL/Cosmetology/>

[7] <http://www.llr.sc.gov/POL/Barber/>

[8] [http://www.che.sc.gov/CHE\\_Docs/AcademicAffairs/License/Complaint\\_procedures\\_and\\_form.pdf](http://www.che.sc.gov/CHE_Docs/AcademicAffairs/License/Complaint_procedures_and_form.pdf)

[9] <http://www.che.sc.gov>

[10] <http://www.abhe.org>;

[11] <mailto:info@abhe.org>

[12] <http://www.ats.edu/>

[13] <http://www.tracs.org>

[14] <mailto:reshleman@che.sc.gov>

[15] <mailto:lgoodwin@che.sc.gov>

[16] <http://www.llr.sc.gov>.]

[17] <http://www.llr.sc.gov>

[18] <mailto:certification@ed.sc.gov>