**Teach-Out Plan[[1]](#footnote-1)**

**Degree/Certificate**

**School/Department**

**College**

**Louisiana State University and A&M College (LSU)**

**DATE**

*[Note: Do not submit individually identifiable student information.]*

1. **Provide the closure date, defined by SACSCOC as the date when students are no longer *admitted*.**
2. **Explain how students (currently enrolled, students with lapsed enrollment, and prospective students) will be informed of the impending closure.**
3. **Explain how faculty and staff will be informed of the impending closure.**
4. **Explain how the Office of Enrollment Management (admissions) will be informed of the impending closure.**
5. **Explain how community or industry partners will be informed of impending closure. If not applicable, provide an affirmative statement to that effect.**
6. **Explain how all affected students will be helped to complete their programs of study with minimal disruption or additional costs***.*
7. **A description of how faculty and staff will be redeployed or helped to find new employment.**
8. **Explain whether the students subject to the teach-out plan will incur additional charges or other expenses because of the teach-out and, if so, how the students will be notified.**
9. **If the institution will provide options for students to complete at another institution(s), provide copies of all planned communication from the institution and from the teach-out institution(s) related to closure, as well as signed copies of teach-out agreements with other institutions. If not applicable, provide an affirmative statement to that effect.**

1. Adapted from the SACSCOC “Substantive Change Policy and Procedures.” [↑](#footnote-ref-1)