Is the course delivered electronically to individuals, either via the internet or other means (broadcast, CD-ROM, etc.)?

- **YES**: No prior CB notification or approval required.

- **NO**
  - Is the course delivered Off-Campus (face-to-face), On-Campus Self-Supported, OR Electronic-to-Groups (2-way video, etc.) outside Texas to students not enrolled on campus?
    - **YES**
      - Out of state or out-of-country programs** require governing board approval. EXCEPTION: TSTCs and Lamar two-year institutions require governing board approval and CB notification; approval is automatic unless CB objection.
    - **NO**
  - Is the course study abroad?
    - **YES**
      - Study Abroad courses must be reported to the CB using the Online Certification Form. Approval is automatic unless CB objection.
    - **NO**
  - Courses offered only to students in Texas require affected Regional Council(s) approval.*** Appeal to Commissioner/Board. EXCEPTIONS: No approval required for courses in programs approved for delivery to specific locations (e.g. a MITC or university center).

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*For Institutions with Approved Institutional Reports and Certifying Compliance with Subchapters P and Q and The Principles of Good Practice

**Semester credit hours generated in the courses that compose these programs may not be submitted for formula funding.

***These procedures apply to formula funded and non-formula funded certificate and degree programs delivered for academic credit.