

North Carolina Agricultural and Technical State University

Path to Online

Departments and academic programs can add the online mode of delivery to existing programs. This change does not require SACSCOC or NC-SARA application, as it is not a substantive change to the program. Follow these steps to add the online delivery mode:



1. Communicate widely; contact Extended Campus.

Program faculty and departments initiate the addition of an online delivery mode. Communicate intentions to College dean, Graduate College, and Academic Affairs leadership. Contact the Extended Campus to solidify plans. The Extended Campus provides <u>EMSI dashboard data</u> - market and competitive analysis. The staff will also detail the steps to quality online course development.



2. Complete the Request to Deliver form.

The Extended Campus will walk you through filling out the Justification for New Delivery Mode on the Request to Deliver Form. This UNC system form is required for an official change of delivery mode.

- Download the <u>Request to Deliver Form</u>



3. Create a Freshdesk ticket with OSPIE.

Once the Request to Deliver Form is completed, create a Freshdesk ticket with OSPIE to let them know you are ready to proceed. OSPIE will inform all necessary parties for approval and signatures.