

UK Distance Learning

Program Materials Compliance Self-Audit 2022-2023

The University of Kentucky is required as a State Authorization Reciprocity Agreement participant and a Title IV Financial Aid eligible institution to make specific information publicly available for prospective students and the public.

Programs and colleges should review the information disseminated to the public (websites, promotional and marketing materials, student handbooks, etc.) to ensure compliance with state and federal requirements. Programs can use the self-audit checklist below to confirm they have reviewed all essential topics of information.

Please contact Emily Woods, Compliance Coordinator, UK Distance Learning, at eawo223@uky.edu for any questions or concerns.

Program Admissions, Enrollment & Program Completion	Met	Not Met	NA
Does my program website outline admissions requirements for the program?			
Does my program website provide a link to the UK Undergraduate admissions or Graduate School admissions requirements, if applicable?			
Are any requirements listed on my program's website or handbook <u>accurate and current</u> ? All course/ curriculum requirements, credit requirements, minimum GPA, oral or written examinations, internships, thesis or dissertation, clinicals, etc. should be accurate and updated if listed on a program website or handbook.			
Do my program's promotional and marketing materials provide or link to information regarding any exceptional program requirements? (For example, required clinical component, course prerequisites). This is met if your promotional materials provide a link to further information on your program website.			

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Job Placement, Salary Information, Workforce Needs	Met	Not Met	NA
Is any information or statement about graduate placements, salary information, or jobs in the market accurate and updated within the last year?			
Can any information or statement <u>not</u> provided by Burning Glass or the Bureau of Labor Statistics be backed up by evidence or documentation from the program? Evidence and documentation should be kept on file in the event of an audit.			
Accreditation and Professional State Board Approvals (If Applicable)	Met	Not Met	NA
Is a statement regarding the current status of the program’s programmatic accreditation and professional state board approvals provided on websites, handbooks, and all promotional materials as relevant?			
Do all public statements regarding accreditation and professional state board approvals provide the accreditor/approver’s contact information or a link to their website?			
Tuition and Fees Information	Met	Not Met	NA
Is information to tuition and fees included or linked to from the program website?			
If the tuition and fees information is explicitly listed on program website, is it accurate and updated?			
Financial Aid, Scholarships, and Funding Information	Met	Not Met	NA
Is information to financial aid, scholarships, and funding included or linked to from the program website?			
For certificate programs: is a statement included that Federal Title IV financial aid is not available for certificate programs?			