

ADMINISTRATIVE PROCEDURE

Southwestern Oregon Community College

AP 4105 Distance Education

References:

34 Code of Federal Regulations Part 602.17 (U.S. Department of Education regulations on the Integrity of Federal Student Financial Aid Programs under Title IV of the Higher Education Act of 1965, as amended);
NWCCU Standard 2.G.7

Consistent with federal regulations pertaining to federal financial aid eligibility, Southwestern Oregon Community College must authenticate or verify that the student who registers in a distance education or correspondence education courses is the same student who participates in and completes the course or program and receives the academic credit.

The Vice President of Instruction and Student Services shall utilize one or more of these methods to authenticate or verify the student's identity:

- Secure credentialing/login and password;
- Students required to engage in classes the first week of term;
- Instructors required to have regular and substantive interactions (AP 4047); and/or
- Proctored examinations.

The Vice President of Instruction and Student Services shall establish procedures for providing a statement of the process in place to protect student privacy and estimated additional student charges associated with verification of student identity, if any, to each student at the time of registration.

Adopted: December 13, 2023