



Timelines for 2010: Notice of Intent and Program Application

*For Associate of Applied Science (AAS) degree
and certificate of completion programs*

Department forms change periodically and it is the college's responsibility to use the most current forms available.

Forms, handouts and useful resources are located at

<http://www.odccwd.state.or.us/prgapproval/appsandwkshts.aspx>

- 1. New Program/Location Notice of Intent (NOI) Due Dates.** The first step of the state program approval process is accomplished by submitting an *appropriately completed* "Notice of Intent" to CCWD-EII no later than the first Friday of the month. Receipt of the "Notice of Intent" initiates the adverse impact notification process and the official state application and approval procedures.

Thursday, December 31, 2009	Friday, July 2, 2010
Friday, February 5, 2010	Friday, August 6, 2010
Friday, March 5, 2010	Friday, September 3, 2010
Friday, April 2, 2010	Friday, October 1, 2010
Friday, May 7, 2010	Friday, November 5, 2010
Friday, June 4, 2010	Friday, December 3, 2010

- 2. Program Application Completion Due Dates.** An *appropriately completed* "Program Application" must be submitted no later than the first Friday of the month to provide CCWD-EII staff adequate time to review and prepare an abstract for the next possible State Board of Education meeting, if required.

If the Program Application is submitted by...	It may go to the State Board by...
Friday, December 4, 2009	January 28-29, 2010
	February 2010- No Meeting
Friday, February 5, 2010	March 11-12, 2010
Friday, March 5, 2010	April 22-23, 2010
Friday, April 2, 2010	May 20-21, 2010
Friday, May 7, 2010	June 24-25, 2010
	(August 18-20 – ANNUAL RETREAT)
	September- No Meeting
Friday, September 3, 2010	October 28-29, 2010
	November- No Meeting
Friday, November 5, 2010	December 9-10, 2010
Friday, December 3, 2010	January 20-21, 2011 (tentative)

NOTE: State Board of Education Meeting Dates: The State Board does not review Program Applications in July, August or November. State Board meeting dates are subject to change. For the State Board calendar, visit <http://www.ode.state.or.us/search/page/?id=215>, or contact Jan McComb at jan.mccomb@state.or.us.

For additional assistance, contact your college CTE Program Approval Point-of-Contact (POC) <http://www.odccwd.state.or.us/prgapproval/pointofcontact.aspx>.