**General Disclosure**

It is recommended to be posted on college and or department websites, preferably on the home page, and linked to the specific program page.

*Notice to students pursuing programs that may lead to a professional license or certification required for employment.*

The following programs may lead to a professional license or certification that is required for employment. Professional licensure/certification requirements vary from state to state, which may affect a student’s ability to apply for a professional license/certification upon the completion of the program. The U.S. Department of Education regulation, [*34 CFR 668.43 (a) (5) (v)*](https://www.federalregister.gov/d/2019-23129/p-981), requires an institution to disclose whether the program will fulfill educational requirements for licensure or certification for each state. The administrative departments that offer the programs have made the following determination regarding their curriculum.

|  |  |  |  |
| --- | --- | --- | --- |
| **Program** | **Meets** | **Does not meet** | **A determination has not been made** |
| Ex., Bachelor of Science in Nursing | Ex., TX, AK, AZ, AR, CA, CO, | Ex., DC, PR, VI, AS, CNMI, GU, MH, FM, PW | Ex., CT, DE, FL, GA, HI, ID, IL, IN, IA, KS, KY, LA, ME, MD, MA, MI, MN, MS, MO, MT, NE, NV, NH, NJ, NM, NY, NC, ND, OH, OR, PA, RI, SC, SD, TN, UT, VT, VA, WA, WV, WI, WY, |
|  |  |  |  |

We recommend students contact the appropriate state licensing agency in their state or the state where they intend to work to seek the most up-to-date information about state licensure/certification requirements before beginning the program.

*[If applicable, departments may add pertinent information related to experience requirements for licensure.]*

**Direct Disclosures**

Federal Regulations: Must be made to directly to students located in states where the program’s curriculum **does not meet** state requirements or a **determination has not been made**.

NC-SARA: *For NC-SARA purposes, institutions that are unable, after all reasonable efforts, to determine whether a program will meet state professional licensure requirements shall provide the student or applicant with current contact information for any applicable licensing boards, and advise the student or applicant to determine whether the program meets requirements for licensure in the state where the student or applicant is located.*

Current Students

*Notice to students pursuing programs that may lead to a professional license or certification required for employment.*

[Student Name],

The program you are pursuing may lead to professional license or certification that is required for employment. The U.S. Department of Education regulation, [*34 CFR 668.43 (a) (5) (v)*](https://www.federalregister.gov/d/2019-23129/p-981), requires an institution to disclose whether the program will fulfill educational requirements for licensure or certification where students are located. In addition, the regulation requires a direct disclosure be provided when a program's curriculum does not meet state requirements or if the institution has not made a determination if a program's curriculum meets state requirements. Professional licensure/certification requirements vary from state to state, which may affect a student's ability to apply for a professional license/certification upon the completion of the program.

Based on our records, you have reported that you are located in [Student's state]. The [administrative department] *(Insert one of the statements below that applies to the student)*

* has determined that the [Student's program] **does not meet** the educational requirements for [Student's state].
* has **not made a determination** of whether the [Student's program] meets the educational requirements for [Student's state].

We recommend students contact the appropriate state licensing agency in their state or the state where they intend to work to seek the most up-to-date information about state licensure/certification requirements.

A list of the current contact information of applicable licensing boards can be found at [Insert URL of a directory where Licensing boards contact information can be found]

Prospective Students

*Notice to students pursuing programs that may lead to a professional license or certification required for employment.*

[Student Name],

The program you are interested in or have applied for may lead to professional license or certification that is required for employment. The U.S. Department of Education regulation, [*34 CFR 668.43 (a) (5) (v)*](https://www.federalregister.gov/d/2019-23129/p-981), requires an institution to disclose whether the program will fulfill educational requirements for licensure or certification where students are located. In addition, the regulation requires a direct disclosure be provided when a program’s curriculum does not meet state requirements or if the institution has not made a determination if a program’s curriculum meets state requirements. Professional licensure/certification requirements vary from state to state, which may affect a student’s ability to apply for a professional license/certification upon the completion of the program.

Based on our records, you have reported that you are located in [Student's state]. The [administrative department] *(Insert one of the statements below that applies to the student)*

* has determined that the [Student's program] **does not meet** the educational requirements for [Student's state].
* has **not made a determination** of whether the [Student’s program] meets the educational requirements for [Student's state]

We recommend students contact the appropriate state licensing agency in their state or the state where they intend to work to seek the most up-to-date information about state licensure/certification requirements before beginning the program.

A list of the current contact information of applicable licensing boards can be found at [Insert URL of a directory where Licensing boards contact information can be found]