

## Transmittal Record

### APPLICATION FOR DISTANCE EDUCATION PROVIDER STATUS

The school named below submits the attached *Application for Distance Education Provider Status* for the establishment distance education program.

Current name of the school \_\_\_\_\_

Current address \_\_\_\_\_

Current principal \_\_\_\_\_

Proposed name of the Distance Education Program \_\_\_\_\_

New address if the program will be on a new site \_\_\_\_\_

\_\_\_\_\_

Local conference superintendent \_\_\_\_\_

The following entities have acted upon the school's request to be a distance education provider as recorded below:

**1. Local Conference Office of Education: Initial Approval of *Distance Education Provider Pre-Qualification Checklist***

Authorized signature:

Superintendent of Schools: \_\_\_\_\_ Date: \_\_\_\_\_

**2. School Board: Decision to Apply for (a) Distance Education Provider Status; (b) Approval of *Justification Statement***

a. Date of Action: \_\_\_\_\_  
Action Voted: Approved: \_\_\_\_\_ Denied: \_\_\_\_\_

b. Approval of Justification Statement: Yes \_\_\_\_\_ No \_\_\_\_\_

Authorized signatures: \_\_\_\_\_

Chair of School Board

Principal

**3. Local Board of Education: Initial approval of request for distance education provider status and review of *Justification Statement***

Date of Action: \_\_\_\_\_ Action Voted: Approved \_\_\_\_\_ Denied \_\_\_\_\_

Authorized signature: \_\_\_\_\_

Chair of Board Education

**4. School Constituency: Decision to request distance education provider status**

Date of Action: \_\_\_\_\_ Action Voted: Approved \_\_\_\_\_ Denied \_\_\_\_\_

Authorized signature: \_\_\_\_\_

Chair of Constituency

Secretary of Constituency

**5. Union Office of Education Request for an NAD On-Site Visiting Committee**

Date of request submitted to NADOE \_\_\_\_\_

Requested by: \_\_\_\_\_

Union Director of Education

Union Conference

**6. On-Site Visiting Committee**

Date of Visit \_\_\_\_\_ Recommendation: Approved \_\_\_ Denied \_\_\_ Pending \_\_\_

\_\_\_\_\_ Chair, On-Site Visiting Committee

**7. Local Conference Board of Education: Recommendation to Conference Executive Committee**

Date of Action: \_\_\_\_\_ Action Voted: Approved \_\_\_\_\_ Denied \_\_\_\_\_

Authorized signatures:

\_\_\_\_\_ Chair, Local Conference Board of Education

\_\_\_\_\_ Secretary, Local Conference Board of Education

**8. Local Conference Executive Committee: Recommendation to Union K-12 Board**

Date of Action: \_\_\_\_\_ Action Voted: Approved \_\_\_\_\_ Denied \_\_\_\_\_

Authorized signature:

\_\_\_\_\_ Chair, Local Conference Executive Committee

**9. Union Conference Board of Education: Recommendation to NAD K-12 Board**

Date of Action \_\_\_\_\_ Action Voted: Approved \_\_\_\_\_ Denied \_\_\_\_\_

\_\_\_\_\_ Secretary, Union Conference Board of Education

**10. North American Division Board of Education K-12: Approval as a Distance Education Provider**

Date of Action: \_\_\_\_\_ Action Voted: Approved \_\_\_\_\_ Denied \_\_\_\_\_

\_\_\_\_\_ Secretary, NAD Board of Education K-12