



NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
H. Martin Lancaster, President

January 23, 2008

RESPONSE DEADLINE: February 11, 2008

MEMORANDUM

TO: Distance Learning Administrators & Coordinators
Chief Academic Officers

FROM: Dr. Delores A. Parker, Vice President
Academic and Student Services

SUBJECT: REPORTING OF DISTANCE LEARNING TELECOURSES

Please use the attached form to report Distance Learning Telecourse information for the Spring 2008 semester. Reports are due in the System Office no later than **February 11, 2008**, and must be transmitted electronically. The college should submit a negative response if **telecourses** are not being used.

The colleges need to report only the **telecourses** that are licensed by a vendor. The report should list all **telecourses** being utilized for the entire semester (Spring 2008). Colleges will be liable for penalties due to late submission of the report.

Reports should be submitted electronically to Ms. Kathy Davis, Distance Learning Technician, at davisk@nccommunitycolleges.edu. Please direct any questions regarding the reporting form or procedures to Dr. Delores A. Parker, Vice President of Academic and Student Services or Ms. Davis. Dr. Parker can be reached at (919) 807-7096 or parkerd@nccommunitycolleges.edu and Ms. Davis at (919) 807-7109.

We appreciate your participation in this process.

DAP/kd
Attachment
c: Community College Presidents

CC08-020
E-mail

**ning Course Report
NCCCS Distance Learning Programs
SPRING 2008**

NAME OF COLLEGE					CONTACT PERSON;		
REPORT TERM (MO./DAY/YR.)					DATE REPORT SUBMITTED:		
No.	I-A	i-B	i-C	I-D	ii-a	ii-B	ii-c
	CCL Prefix/No.	Program/Course Title	VENDOR'S Name**	VENDOR'S COURSE TITLE	*Type of Delivery	Number of Students	Type "NONE" IF NO PAYMENT IS REQUIRED
EXAMPLE	MAT 000	College Math 000	Vendor, Inc.	The ABC's of Math	Telecourse	25	
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
TOTAL						25	