

March 2024

**GEORGIA NONPUBLIC
POSTSECONDARY EDUCATION COMMISSION**



GNPEC Annual Institutional Survey

Thank you to the many institutions that completed our annual institutional survey. We are reviewing and considering your feedback carefully.

Staff Changes

The NPEC staff welcomes Caroline Fairhurst to the role of Compliance Specialist. Caroline is taking the place of former Institution Inspector, Annelise Cantrell. Annelise has left NPEC to pursue a different opportunity, and we wish her continued success. Caroline has already begun conducting in-person site visits, and we are so happy to have her on the team. Please contact your RS if you have any questions.

Reminders

Timely Renewal of Authorization

Please be reminded that a complete Renewal of Authorization application **and** applicable fees are due at least 60 days prior to your institution's authorization expiration date.

Submission of application and fee(s) after the due date but prior to 30 days before expiration will be assessed 25% of Authorization and TGTF Fee, if applicable.

Submission of application and fee(s) within 30 days of the expiration will be assessed 50% of Authorization and TGTF Fee, if applicable.

Automatic revocation of authorization will result if renewal application is submitted after the expiration date. Should the institution seek to regain authorization, it must apply as a new institution (Initial Authorization Application) including being subject to all appropriate fees and bonding requirements.

Institutional Responsibilities During a Closure

In the event your institution must close, it is the institution's obligation to ensure no new students are enrolled during the months prior to the closure, current students have been taught out prior to the closure, active transfer agreements have been made and filed with NPEC for all programs that have currently enrolled students who were not able to complete the program, and records (preferably digital) are surrendered to NPEC.

Using the term "Apprenticeship"

The United States Department of Labor states that apprenticeships combine paid on-the-job training with classroom instruction to prepare workers for highly skilled careers. To reduce confusion or the

potential of misleading advertisement, please do not use the term apprenticeship unless your organization is offering both paid on-the-job training with classroom instruction.

Comments Tab in Edvera

Please make all application-related comments in the “Comments” tab of the application you are completing in order to ensure a comprehensive record of communication.

Making Payments

Please use correct “Fee Type” in the dropdown when making payments online.

Please include the institution’s name as it is listed in Edvera when making a payment whether online or if paying by check.

LinkedIn

If you haven’t done so already, connect with [GNPEC on LinkedIn](#) for updates, news, and events.

UPCOMING EVENTS

Renewal of Authorization Application Training

The next renewal training will be held virtually on Wednesday, May 15, 2024, at 10 am. This is a great opportunity for those completing the Renewal of Authorization for the first time or the tenth time to get helpful tips and information regarding the renewal application process.

Please contact your institution’s Regulatory Specialist if you wish to attend.

Upcoming Commission Meeting

The next Commission Meeting will be held at Covenant College on Monday, May 20, 2024, at 1 pm. Please email info@gnpec.ga.gov for details.

Additionally, please consider submitting a [School Spotlight](#) form for staff to potentially highlight at our next Commission Meeting if your organization, students, or graduates have received accolades or other recognitions. We would love to hear about the impactful ways our institutions are serving Georgia!