Approximate Time to Completion*

Proposal Type	Approximate Time to Completion	Notes
Administrative changes		
Name change, new department/college/school, reorganization of existing programs	45 days	Unless Board action is required
Mission statements		
Revised mission statements	3-6 months	Requires Board approval
Preliminary authority requests	3 months	
New degree programs and certificates (Requires 30-day comment period)		
Workforce/Academic certificate programs	45-60 days	
Applied/Academic associate degrees	45-60 days	
Bachelor's and master's degree programs under $2 million	45-60 days	
Bachelor's and master's programs over $2 million	3-6 months	Requires Board approval
Doctoral programs	12-15 months	Requires Board approval
Annual doctoral reports	60-90 days	
Distance education/off-campus programs (Off-campus programs require notification to area institutions)		
Associate, bachelor's, and master's programs	45-60 days	
Doctoral programs	3-6 months	May require Learning Technology Advisory Committee (LTAC) approval; may require Board approval
Off-campus educational units (Requires notification to area institutions.)		
Off-campus educational units	6-9 months	Requires Board approval
Temporary exemption requests for low-producing programs	60 days	
Core curriculum		
Core curriculum changes	45-60 days	
Core curriculum reports	3 months	
Unique need/local need courses	45-60 days	
Benchmark/Incentive awards applications	9-12 months	Requires Board approval
NRUF doctoral program reviews	9-12 months	
Chapter 7 (degree-granting institutions other than Texas public institutions)		
Certificate of Authorization	30 days	
Certificate of Authority	6-9 months	Requires Board approval
Application for recognition of an accrediting body	6 months	Requires Board approval

*PLEASE NOTE: Factors that can affect the time to completion for a proposal include, but are not limited to, completeness of the application, objections by other institutions, a legislative session, need for governing board approval, among others.