



**NORTH CAROLINA COMMUNITY COLLEGE SYSTEM**  
*H. Martin Lancaster, President*

**MEMORANDUM**

March 26, 2001

To: Presidents  
North Carolina Community College System

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

Subject: 2001-2002 Program(s) to be Offered Under Contract

If you are planning to offer a curriculum program which is conducted on a contractual basis where State or Federal funds are disbursed to pay instructional costs, copies of the contract must be submitted to the North Carolina Community College System Office for review and approval by the System President. Please review the checklist and Rule 23 NCAC 2E.0602.

Contractual agreements must be drawn on a fiscal year basis as stated in Rule 23 NCAC 2E.0602. New contracts and contract renewals must be submitted to the System Office by May 31, 2001, for processing so that we may have them back to you by the beginning of the fiscal year.

Please submit three (3) copies of the contract with original signatures to me by May 31. Two (2) copies of the contract will be returned to you once approved by the System President.

If you plan to award a diploma for a contracted occupational program (such as cosmetology), please attach a copy of the program of study that is in compliance with the curriculum standard. Also, if the contract is for a college transfer program, please submit a copy of the curriculum that is in compliance with 23 NCAC 2E.0204(3)(b) and 23 NCAC 2E.0501(c) and a crosswalk of university courses included in the curriculum to equivalent courses included in the *NC Community College System Common Course Library*.

DAP/JF/te  
Enclosures: Contract Checklist  
Rule 23 NCAC 2E.0602  
c: Mike Pittman  
Jennifer Frazelle

CC01-064  
E-Mail