



December 14, 2011

VIA EMAIL (martins@nccommunitycolleges.edu)

Ms. Q. Shanté Martin
General Counsel
North Carolina Community College System
5001 Mail Service Center
Raleigh NC 27699-5001

Re: Kaplan College, Charlotte – Dental Assistant Program

Dear Ms. Martin:

I write on behalf of Kaplan College, Charlotte to formally request the State Board of Community Colleges to grant the withdrawal of the College's approval to operate its Dental Assistant program. The College stopped enrolling student in the Dental Assistant program effective November 18, 2011. Attached please find the requested teach-out plan for our Dental Assistant students. It includes their names, status, start date and anticipated graduation date.

Kaplan College, Charlotte will continue to operate its campus including all other programs approved by the State Board for it to operate including Medical Assistant and Medical Billing and Coding.

Should there be any additional information needed by the System, please do not hesitate to contact Dave Adams (dadams2@kaplan.edu or 312.385.1359) or John Carreon (jcarreon@kaplan.edu or 312.385.1266). Thank you for your cooperation and support.

Sincerely,

A handwritten signature in black ink, appearing to read "Connie Jakubcin", written over a white background.

Connie Jakubcin
Executive Director, Kaplan College, Charlotte

cc: David J. Adams, Deputy General Counsel, Kaplan, Inc.
John P. Carreon, Vice President, State Affairs, Kaplan, Inc.