

**PROGRAM DESCRIPTION**

Department of Higher Education and Workforce Development

HB Section(s): 3.010

Program Name: Proprietary Schools Administration

Program is found in the following core budget(s): Proprietary Schools Administration

**1a. What strategic priority does this program address?**

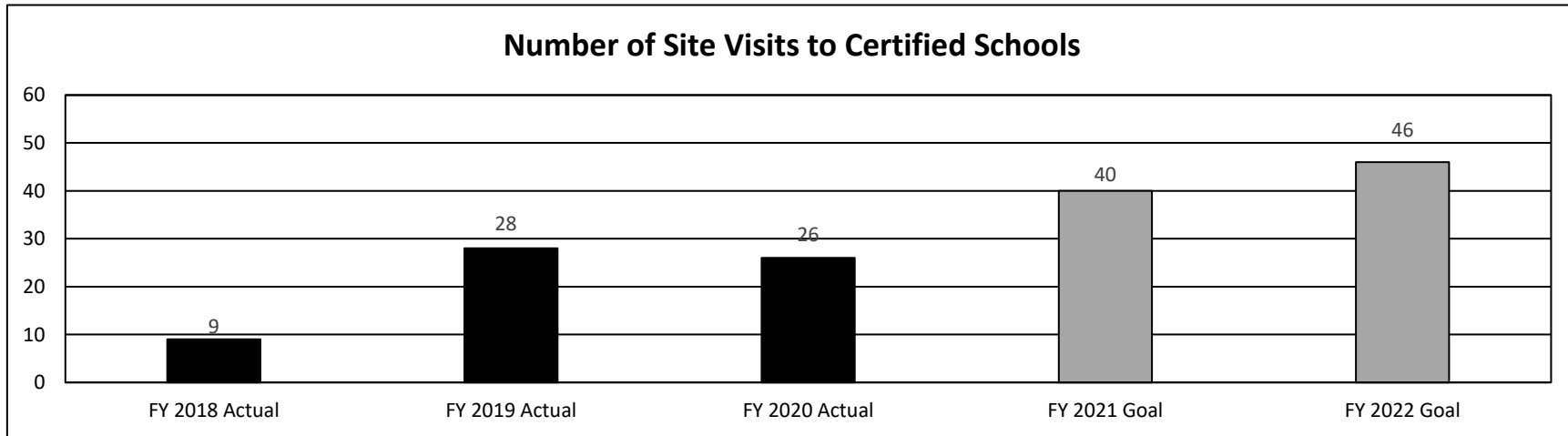
Increase quality attainment

**1b. What does this program do?**

This program is the mechanism by which the DHEWD certifies and monitors compliance with state regulations regarding the operation of non-exempt postsecondary institutions in Missouri to ensure students receive training consistent with the published objectives of their program of study, including a comprehensive annual review and periodic site visits to instructional locations.

The program also provides a clearinghouse for student transcripts from closed schools that are not otherwise maintained and administered by another school or approved records repository. New school applications and requests are evaluated for new programs or program revisions that increase the number of educational choices through which students may obtain certificates or degrees as well as credentials in critical workforce needs.

**2a. Provide an activity measure(s) for the program.**



The goal for FY 2020 was 34 site visits; however, due to COVID-19, several in-person site visits were cancelled or postponed. The department is implementing limited in-person site visits as well as virtual site visits for FY 2021 and beyond.

The purpose of the site visit is to verify institutions are operating per their published policies, to meet with students and faculty to discuss issues or concerns, to provide technical assistance to administrators, and to ensure student and institutional records are maintained per state regulations.

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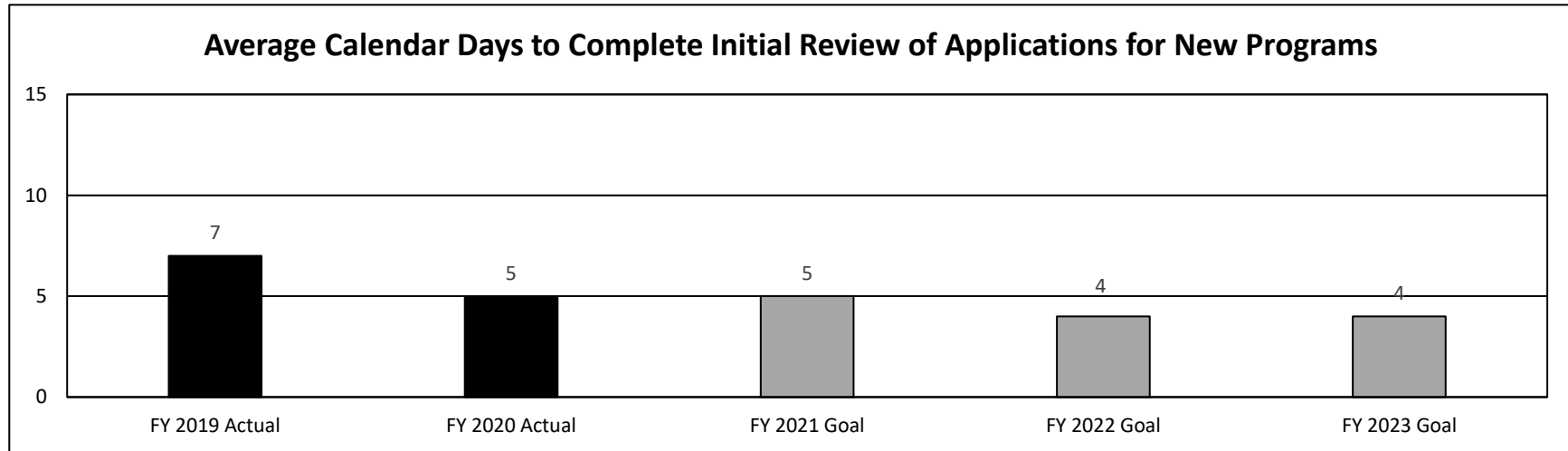
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2b. Provide a measure(s) of the program's quality.



Statutes require new program reviews to be completed within 90 days. The base goal for this measure is 7 days, and the stretch goal is 4 days.

The purpose of new program reviews is to evaluate compliance with certification standards to ensure such programs support the stated purpose of the school, the program areas are generally accepted in American higher education as a legitimate area of study for degrees or are legitimate preparation and training for vocational or academic objectives. Of the 184 new programs approved in FY 2020, 168 were considered high demand fields based on the assigned CIP Code categories.

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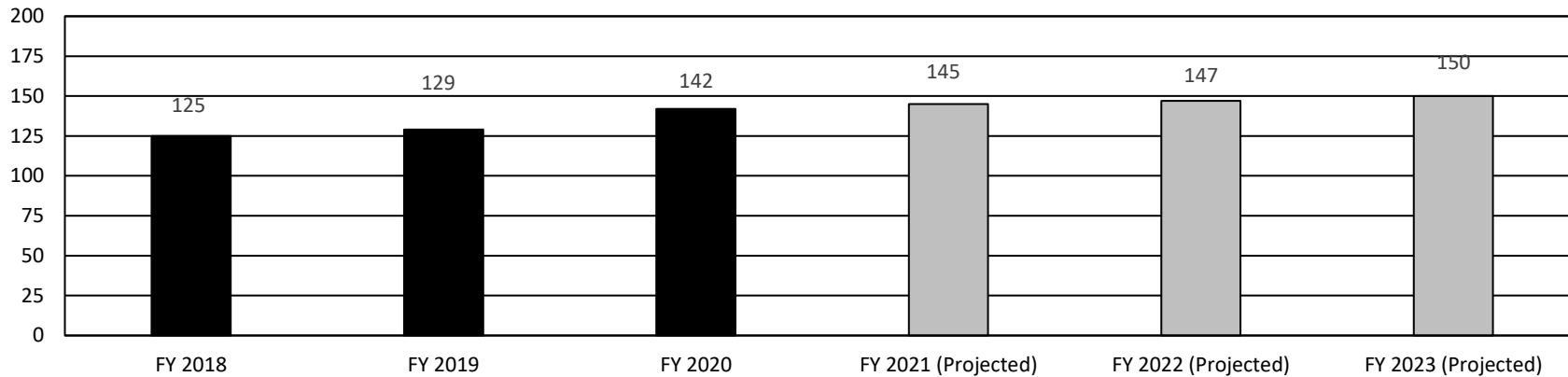
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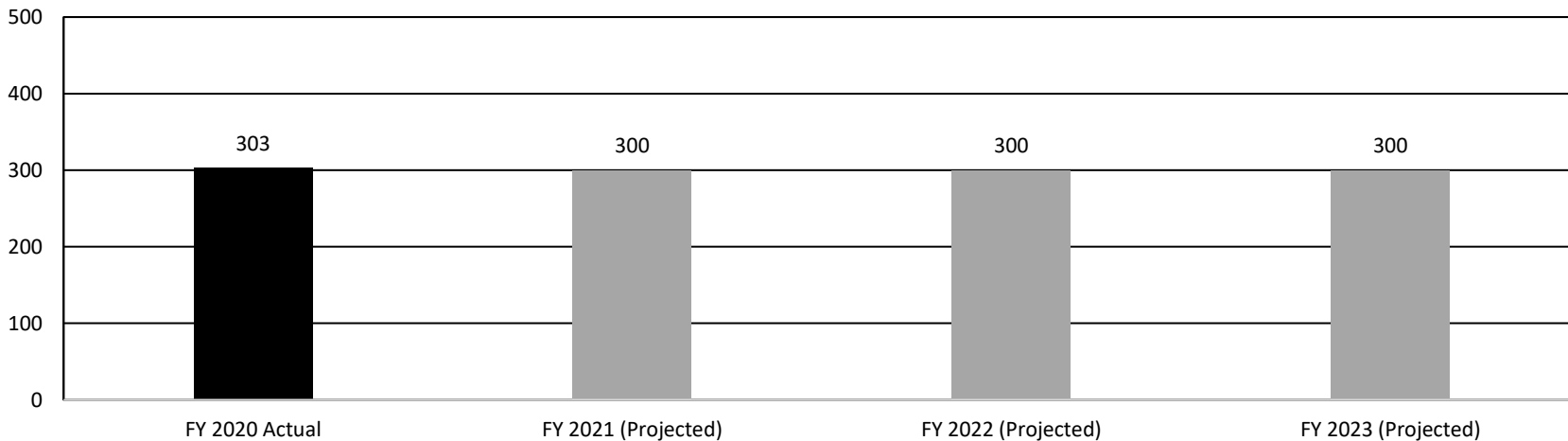
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2c. Provide a measure(s) of the program's impact.

**Number of Certified Schools (Main Locations and Non-Public)**



**Number of Official Student Transcripts Mailed**



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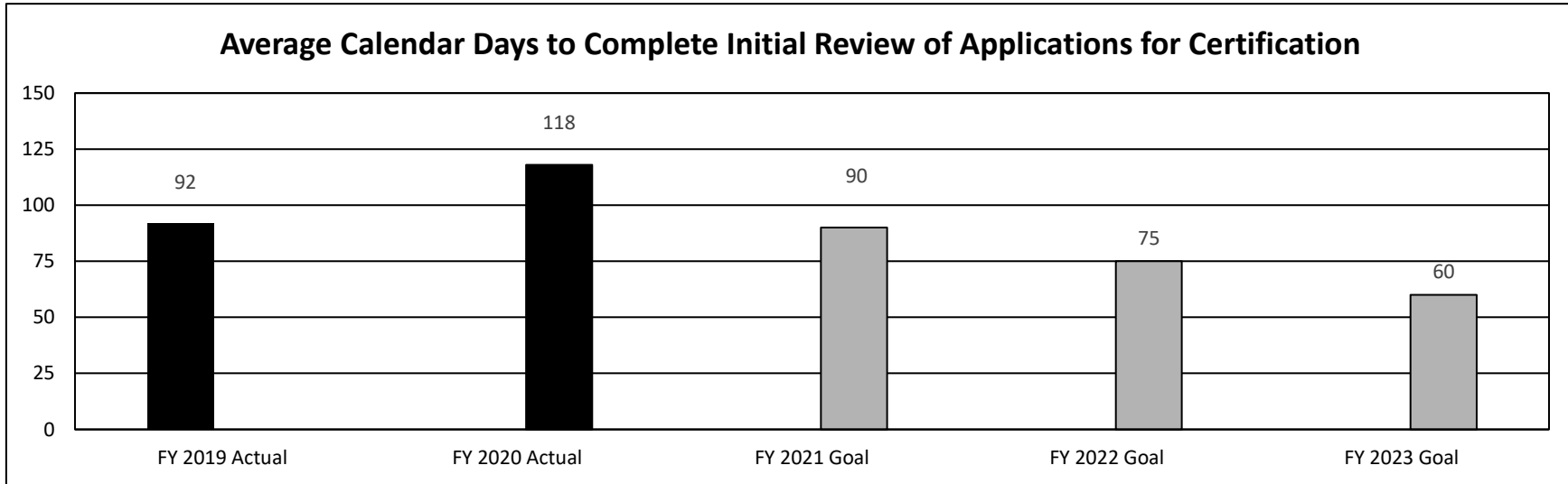
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2d. Provide a measure(s) of the program's efficiency.



The purpose of the initial review process is to ensure new postsecondary providers meet minimum standards related to program quality, financial stability, instructor qualifications, and administrative policies. This measure tracks the time from receipt of the application to the department's initial review and response to the proposed school.

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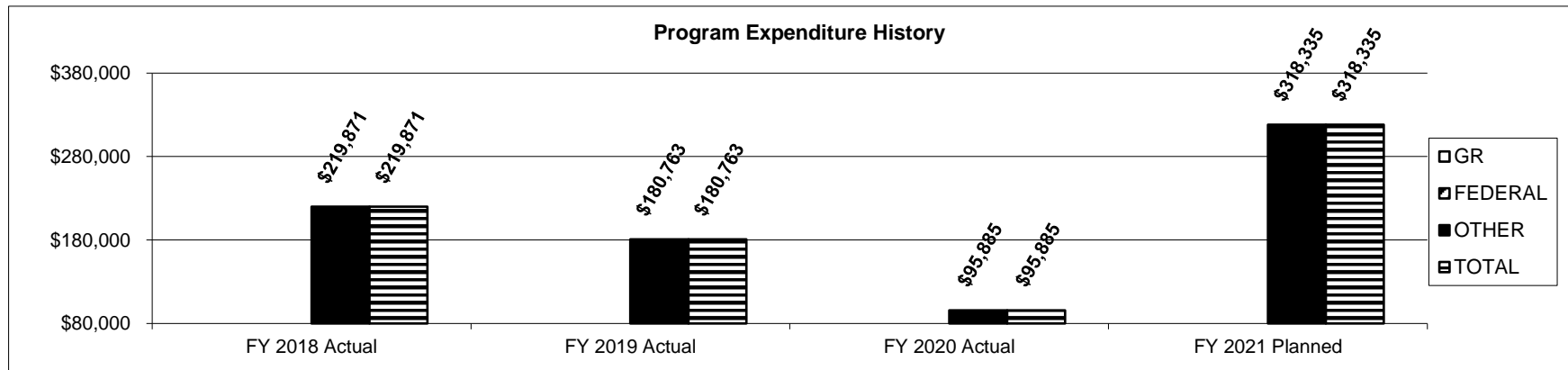
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**3. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year. (Note: Amounts do not include fringe benefit costs.)**



Note: FY 2020 Expenditures were lower due to a substantial decline in fee revenue paid by certified schools resulting from the closure of a number of large, multi-campus institutions that had previously operated in the state. This resulted in a substantial amount of unfunded appropriation authority. FY 2021 revenues are estimated to be sufficient to fully cover the cost of program operation, including all salaries and fringe amounts.

**4. What are the sources of the "Other " funds?**

Proprietary School Certification Fund (0729)

**5. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

Sections 173.600 - 173.619, RSMo

**6. Are there federal matching requirements? If yes, please explain.**

No

**7. Is this a federally mandated program? If yes, please explain.**

No