



Presidents and Chief Academic Officers,

I have not heard of any issues with the proposed timeline so we will go with the timeline below. If you have any questions, please contact me.

On or before	
March 18, 2015	Community colleges are able to load Master Course List information into CCPE's database site.
April 1, 2015	Due date for submission to CCPE of the Master Course List for non-credit reimbursable courses.
April 10, 2015	Due date for submission of questions to community colleges based on CCPE review of non-credit reimbursable courses.
April 20, 2015	Due date for submission of responses to CCPE's questions of non-credit reimbursable courses.
April 30, 2015	Due date for final submission of the corrected Master Course List for non-credit reimbursable courses by the community colleges based on discussions between community colleges and CCPE to questions and responses.
May 1, 2015	Due date for submission to CCPE of the Master Course List for credit courses.
May 8, 2015	CCPE provides the consolidated Master Course List that includes all institutions' courses with credit and non-credit courses separated.
May 21, 2015	CAO meeting to discuss consolidated Master Course List.
June 5, 2015	Due date for final submission to CCPE of the corrected Master Course List for both credit and non-credit reimbursable courses by the community colleges based on discussions between community colleges and CCPE to questions and responses from the May 21 st CAO meeting. This version must be certified by the community college's President.
July 1, 2015	Master Course List provided to the auditor's by CCPE.

Gary

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