

## Top Ten FAQ's - Professional Licensure Notifications in a Nutshell

1. **By what authority must the institution provide professional licensure notifications?**
  - A. These Federal regulations are tied to the institution's participation in Title IV HEA programs.
2. **What are the consequences to the institution for non-compliance with these Federal regulations?**
  - A. Possible consequences: Title IV participation could be affected as well as exposure to private lawsuits.
3. **Must institutions provide notifications for programs delivered face-to-face at the institution?**
  - A. Yes, notifications required by 34 CFR 668.43 are required regardless of modality.
4. **Does the curriculum meet state educational requirements by participation in a professional compact?**
  - A. Not necessarily, compacts such as NASDTEC and NLC address post licensure. Notifications are for determinations of pre-licensure curriculum meeting state educational requirements.
5. **Are notifications required even if the program is accredited?**
  - A. Yes, accreditation does not absolve an institution from providing disclosures for that program.
6. **Must the institution research educational requirements in every U.S. state and territory?**
  - A. For Federal compliance, "has not made a determination" is an acceptable notification per the Federal regulations and confirmed in the Federal Register announcement. However, students will be reviewing. Best to develop a strategy, especially around research of larger programs at the institution.
7. **How often should an institution check for updates to state educational requirements?**
  - A. There is no time frame listed in the regulations. However, the institution will want to develop a routine of review to ensure that information does not become stale amounting to misrepresentation (34 CFR 668.71).
8. **If a curriculum meets most, but not all, state educational requirements, can the institution indicate a positive response notification that the curriculum DOES meet state educational requirements?**
  - A. If the curriculum meets "most" but not all state educational requirements, then the curriculum DOES NOT meet state educational requirements... even 98% covered or just one course short. A yes answer could be perceived as misleading see Federal regulations for Misrepresentation 34 CFR 668.71 and 668.72.
9. **Can a direct notification be an email that links to the public notifications webpage?**
  - A. The direct notification is intended to be individualized as the language specifically addresses the prospective or enrolled student. Additionally, the regulation speaks to the specific program and the specific state where the enrolled or prospective student is located as providing "notice to that effect" to the student.
10. **How often should the location of the student be reviewed?**
  - A. Institutions must develop and document processes to track students. The regulations direct that the institution must also indicate location upon formal receipt of information from the student, in accordance with the institutions procedures that the student's location has changed to another state.

