



January 9, 2014

Dr. John B. Boone  
Director of Institutional Effectiveness,  
Accreditation, and Research  
Wake Technical Community College  
9101 Fayetteville Road  
Raleigh, NC 27603-5696

Dear Dr. Boone:

Thank you for your letter, dated June 5, 2013, regarding Wake Technical Community College's intent to offer greater than 50% of program credits for multiple certificate programs and one (1) A.A.S. degree program at a new Career and Technical Education high school off-campus instructional site, effective fall 2014.

The new Career and Technical Education high school is owned and operated by the Wake County Public School System; Wake Technical Community College will have dedicated classroom and laboratory space to offer greater than 50% of program delivery for the following eight (8) certificate programs and one (1) A.A.S. in Cosmetology degree program:

- **Certificate Programs**
  - Air Conditioning, Heating and Refrigeration
  - Biopharmaceutical Technology
  - Electrical Systems
  - Geographical Information Systems
  - Nursing Assistant
  - Plumbing
  - Simulation and Game Development
  - Welding
- **A.A.S. Degree Program**
  - Cosmetology

The new Career and Technical Education high school, as yet unnamed, is physically located at the following address:

**Proposed CTE High School**  
2200 South Wilmington Street  
Raleigh, NC 27601



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The letter of June 5, 2013, states that a prospectus requesting approval for the proposed off-campus high school instructional site will be submitted to the Commission on Colleges on, or before, February 2014.

**The Commission accepts notification of the proposed off-campus high school instructional site and looks forward to receipt and review of the stated prospectus. Please submit the prospectus for the off-campus instructional site at least three (3) months before the intended starting date of program implementation.**

The required elements for a prospectus may be found in Appendix B of the *Substantive Change Policy*, available on the website, [www.sacscoc.org](http://www.sacscoc.org). Should you need assistance, please contact Dr. Robin W. Hoffman at 404-679-4501, ext. 4587, or email [rhoffman@sacscoc.org](mailto:rhoffman@sacscoc.org).

Best regards,

A handwritten signature in cursive script that reads "Belle S. Wheelan".

Belle S. Wheelan, Ph.D.  
President

BSW/TG:efk

cc: Dr. Stephen C. Scott, President  
Dr. Robin W. Hoffman