

November 2023 SARA Renewal Reminder ^[1]

November 6, 2023 by erika.swain@cu.edu ^[2]

Three times in two weeks??!! I KNOW!

It's almost that time again—**SARA RENEWAL SEASON!**

At the end of the month (usually the week right after Thanksgiving), all three CU campuses will receive notification that it's time to submit our SARA renewal form and information to our SPE, Heather Delange, at CDHE for review and approval. This renewal is necessary for our institutions to continue participating in SARA and offering education to students online and on-ground outside of Colorado. Campus SARA leads will have 30 days from the date of the email to submit the information to Ms. Delange. Once submitted, and barring any compliance issues, the campus will receive an approval notice along with an invoice.

As in previous years, after your campus has paid your SARA invoice, you can contact the appropriate System office with a copy of your invoice and the speedtype it was paid from; the System office will then reimburse your campus. There have been no changes to the SARA renewal form from last year. Additionally, as in previous years, our SPE has asked that we please include the text from, or copies of, our direct disclosures, and links to our general disclosures as an appendix to the renewal form.

Important Reminder: Your renewal must be submitted before the end of December, and it requires a signature from either your Provost or Chancellor. Schedule your 15-minute meeting with them now to get this done and avoid any delays due to the holidays. This meeting can also be an opportunity to update them on recent federal changes that will impact your institution's state authorization and licensure communications, as well as their potential impact on organizations like NC-SARA.

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