



University Crossing
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Joseph C. Hartman, Ph.D., P.E.
*Provost & Vice Chancellor
for Academic and Student Affairs*

February 5, 2024

Tiamekia Johnson
Paralegal and Regulatory Affairs Specialist
Massachusetts Department of Higher Education
General Counsel Unit
One Ashburton Place
Room 1401
Boston, MA 02108

Dear Ms. Johnson,

In the event of institutional closure, University of Massachusetts Lowell will, at a minimum, observe the procedures stated in the New England Commission of Higher Education guidelines titled *Considerations When Closing an Institution of Higher Education* found on the NECHE website <https://www.necche.org/> at [https://www.necche.org/wp-content/uploads/2018/12/Pp13-Considerations When Closing an Institution of Higher Education.pdf](https://www.necche.org/wp-content/uploads/2018/12/Pp13-Considerations%20When%20Closing%20an%20Institution%20of%20Higher%20Education.pdf) as well as the closure guidelines outlined by the Massachusetts Department of Higher Education available at <http://www.mass.edu/foradmin/closures/home.asp> and will include the identification of a back-up institution or other entity to safeguard student records in such a case.

Both NECHE and the Massachusetts Department of Higher Education post information on their websites about obtaining access to student records for institutions that have closed. That information can be found here <https://www.necche.org/merged-closed-and-previously-accredited-institutions/> and here <http://www.mass.edu/forstufam/diplomas/closedinst.asp>.

In the event that University of Massachusetts Lowell decides to discontinue a program before all enrolled students have completed their program of study, the University will implement a teach-out plan in accordance with the requirements of its accreditor, NECHE. The NECHE policy on teach-out plans, titled *Policy on Teach-Out Plans and Teach-Out Agreements*, is posted on the NECHE website <https://www.necche.org/>.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Joseph C. Hartman', with a horizontal line extending to the right.

Joseph C. Hartman, Ph.D., P.E.