

**NORTH CAROLINA COMMUNITY COLLEGE SYSTEM**  
*Dr. R. Scott Ralls, President*

June 5, 2009

Dr. J. Larry Keen, President  
Fayetteville Technical Community College  
Post Office Box 35236  
Fayetteville, NC 28303-0236

Dear Dr. Keen:

This letter is in response to the Level III Instructional Service Agreement (ISA) between Fayetteville Technical Community College (college approved to offer the curriculum) and Sandhills Community College (participating college) for the Physical Therapist Assistant (2-year program) (A45620) program.

The agreement is acceptable as written and includes the essential information needed for a Level III ISA as stated in 23 NCAC 02E. 0604. A copy of the agreement is enclosed.

The participating college should now electronically enter the course(s) that it is allowed to teach under the terms of the agreement. This program of study will be electronically forwarded to the college approved to offer the curriculum for its review and approval before the System Office receives the curriculum for final review.

If the agreement becomes inactive, a termination notice must be submitted by the President of Fayetteville Technical Community College to the Senior Vice President and Chief Academic Officer at the System Office. If you have any questions or need assistance, please contact Dr. Delores A. Parker at (919) 807-7096.

With kindest regards, I am

Sincerely,

A handwritten signature in black ink, appearing to read 'R. Scott Ralls'.

R. Scott Ralls

RSR/ris  
Enclosure

c: Dr. John R. Dempsey  
Dr. Barbara Tansey  
Dr. John Turner  
Dr. Delores A. Parker  
Dr. Judith C. Mann  
Ms. Jennifer Frazelle  
Ms. Renee Batts  
Dr. John Pettitt

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**North Carolina Community College System  
Level-Three Instructional Service Agreement (ISA)**

*College Approved to Offer the Curriculum:* **Fayetteville Technical Community College**

*Participating College:* **Sandhills Community College**

*Contact Person:* Elaine M. Eckel, Fayetteville Technical Community College (910) 678-8259

*Curriculum Program Code and Title:* **A45620 Physical Therapist Assistant (2-year program)**

**Proposed Starting Semester: Fall 2009**

**Plan for Delivery of the Course(s):** The Physical Therapist Assistant (PTA) classes will originate and be delivered through Fayetteville Technical Community College (FTCC). See attached program of study.

**Proration of Resources:** Both colleges will:

- Provide adequate physical facilities to accommodate all necessary instruction.
- Be responsible for their own local costs, including marketing, recruiting, enrolling, fee collection, and promoting this course.
- Certify that appropriate and adequate resources are available by each college to successfully operate the program.
- Terminate the agreement only upon mutual agreement of both colleges.

**Proration of FTE:**

- FTCC will register students, collect tuition and claim 100% FTE's for all students who enroll at FTCC.
- Sandhills Community College (SCC) will register students, collect tuition, and will receive 100% FTE's generated from any courses taken through SCC.

**Termination Time Frame and Conditions:**

- This agreement will be ongoing and will be terminated only upon mutual agreement of both colleges.
- FTCC or SCC must provide written notice of 45 days of intent to terminate the agreement.
- The termination agreement will provide for completion of any students enrolled at SCC at the time of termination.
- The agreement will be reviewed by both colleges annually and any changes will cause development of a new agreement.

**College Awarding the Degree:**

- The degree will be awarded by FTCC.
- This agreement is not intended to displace any other formal or informal agreement currently in effect between the two colleges or to be binding on any future agreements.

**Other Terms of the Agreement:**

Under this agreement, Fayetteville Technical Community College agrees to the following:

- Hold meetings to discuss and review program operations as necessary
- Accept related general college courses that are part of the PTA curriculum at FTCC taken at SCC or BIO 165 and 166, BIO 275, CIS 110 or 111, PHY110 and 110A. (See attached list of courses provided by SCC.)

- Accept 2 qualified students each year from SCC. If Bladen CC or James Sprunt CC does not have qualified students to use their slots those slots may be used by SCC.
- Hire the instructor(s) and pay for the instruction cost(s) for courses offered through FTCC


Under this agreement, SCC agrees to the following:

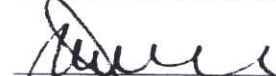
- Provide the financial and other resources needed to cover the costs of offering courses towards completion of this program.
- Provide students with the services afforded the typical college students. (Example – advisement, job placement, etc.)
- Hire qualified instructor(s) and pay all the instructional cost(s) for courses offered through SCC.
- Provide technical support to ensure that their equipment functions effectively.

*This Agreement meets the requirements of 23 NCAC 2E.0604(c) and has been mutually agreed upon by the president and board of trustees for each institution. Signing this document certifies that appropriate and adequate resources are available between participating colleges and that the joint utilization of physical facilities, equipment, materials and instructional faculty have been considered in the offering of this curriculum. Signing this document certifies that the program is established according to the guidelines of the appropriate accrediting agency or licensing authority and that only the college providing the instruction will record the letter grade on the students transcript. Signing this document also certifies that the participating college(s) shall not create, offer or advertise an independently awarded lower-level credential.*

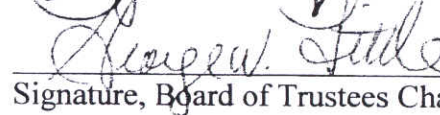
Institution: Fayetteville Technical Community College

Institution: Sandhills Community College

  
 Signature, President      4-20-09  
 Date


  
 Signature, President      Date

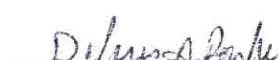
  
 Signature, Board of Trustees Chair      4-20-09  
 Date

  
 Signature, Board of Trustees Chair      Date

**North Carolina Community College System Office Use Only:**

Date Received: 5/8/09 Recommendation: Approve  Disapprove

  
 Signature of Program Coordinator      5/12/09  
 Date  
 Program Services

  
 Signature of Vice President      6/3/09  
 Date  
 Academic and Student Services

  
 Signature of President, NCCCS      5/14/09  
 Date