



## Memorandum

Date: March 19, 2020

To: Institutions Interested in Offering Emergency Online Instruction

From: Dawn B. Crim, Secretary-designee

The Educational Approval Program, which regulates private trade, technical, career, distances learning and degree-granting schools, operates within the Department of Safety and Professional Services. The COVID-19 crisis has prompted several private educational institutions to reach out with questions about switching from face-to-face to online instruction for the immediate future.

Ordinarily, post-secondary institutions must have approval from the Wisconsin Distance Learning Authorization Board (DLAB) to conduct online instruction. However, given current circumstances, DLAB has issued the following statement:

“Due to the disruptions to higher education caused by the COVID-19 (Coronavirus) the Wisconsin Distance Learning Authorization Board (DLAB) is honoring the U.S. Department of Education’s guidance stating that it is ‘providing broad approval to institutions to use online technologies to accommodate students on a temporary basis.’

Therefore, institutions not approved for participation in the State Authorization Reciprocity Agreement will have the ability to accommodate students using online technologies on a temporary basis with no repercussions from the DLAB. This special accommodation will remain in place until May 31, 2020 and will be reconsidered at that time to determine if an extension to that timeframe is necessary.”

Please see the Department of Education’s [guidance](#) in its entirety for more information.

Also, not all programs under the Department of Safety and Professional Services Education Approval Program are governed by DLAB. Therefore, EAP is not providing formal directives to schools about moving to online instruction. EAP advises all schools to focus on keeping students safe. They must also be sure to remain compliant with the requirements set forth by the schools’ accreditor and with terms of agreement with their students in their school catalogs and enrollment agreements.