The addition and subsequent review of locations outside of the main campus of an institution is part of WSCUC's Substantive Change Process. The two classifications of locations are:

**Additional Location:** An additional location is a site where 50 percent or more of at least one program is offered. This applies to locations within the United States or abroad.

**Branch Campus** is an expanded off-campus location that may serve as an administrative and support center for additional locations and as a facility for offering off-campus programs. A specific review for approval of a branch campus is required. To be designated as a branch campus, the location must meet all of the following requirements:

- 50 percent or more of at least one program will be offered at the location
- The location is permanent in nature
- The location has its own faculty and administrative or supervisory organization
- The location has its own budgetary and hiring authority

Please see the Substantive Change Manual for more information regarding locations and the review process.

**WSCUC Substantive Change Location Application Form**

**LOCATION INFORMATION**

Location Type

- Branch Campus

Street Address

City

State Zip

Country

- Afghanistan

Start Date of Proposed Change

Requested Month of Review

https://wscuc.force.com/amp/institutionportallocation