

Submit your Institutional Update by April 4, 2016.

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HIGHER LEARNING COMMISSION

Dear Myrna Perkins,

Every year, HLC requires each member and candidate institution to provide an update on organizational health through the Institutional Update. Submission of the Institutional Update is a requirement for maintaining accreditation or candidacy with HLC.

New This Year

Specific differences from last year's questions include the following:

- Public institutions will be required to submit financial data twice. The first time, institutions will be asked to submit data directly from their audited financial statements, which will include the impact of GASB 68. (GASB 68 is the Statement on Accounting and Financial Reporting for Pensions issued by the Governmental Accounting Standards Board.) In the second instance, institutions are asked to submit data adjusted to exclude the impact of GASB 68.
- HLC has added a clarification regarding the Student Head Counts by category and seeks the total number of non-degree-seeking students.
- HLC has added a question regarding the student achievement data published by the institution.
- HLC has changed the question regarding distance education offerings. Institutions will be asked to verify the distance and correspondence education stipulations. Institutions will not be able to review a list of distance or correspondence education approvals at this time.

Persons Responsible for Filing the Report

Your institution's Accreditation Liaison Officer has identified the following individuals as having a role in submitting the Institutional Update. These individuals have also received this message with their own login information.

Data Update Coordinator: Charles W. Perkins

Chief Financial Officer: Mark E. Dean

Accreditation Liaison Officer: Myrna L. Perkins

Chief Executive Officer: Carl R. Heilman

If you need to make changes to these contacts, please do so in the Institutional Update.

Timetable and Reporting Period

The 2016 Institutional Update site is officially open. The deadline for submitting the completed Institutional Update is **April 4, 2016**.

Access and Login Information

To access the Institutional Update, go to <https://inst-update.hlcommission.org>.

You will need the following information to log in to the Institutional Update:

Username: MPerkins1

Password: SyQifNWr

Thank you,
Higher Learning Commission

REMINDER

Your completed report must be filed with HLC by April 4, 2016.

Thank you in advance for your prompt response.



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