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DEFINITIONS

Externship – an off-campus experience for which a student earns academic credit not part of another course. This includes clinical rotations and placements.

Out-of-State – anywhere not in the state of Tennessee.

SARA – National Council for State Authorization Reciprocity Agreements.

POLICY

The purpose of this policy is to ensure compliance with U.S. Department of Education regulations and SACSCOC Core Requirement 2.1. Students may only be placed in externships in locations and conditions under which Bethel University is legally authorized to operate. Students should always be placed in externships in Tennessee when such placements are available. If students are placed outside of Tennessee, prior approval, on a student-by-student basis, from the Office of University Compliance is required. Placements in states and locations in which Bethel University is not authorized to operate, even if the state participates in SARA, are prohibited. Employees who place students in such externships are subject to disciplinary action up to and including termination of employment. Each program will maintain a list of sites where externships are held and provide it to the Office of University Compliance annually. This list shall be updated as changes are made.

RESPONSIBLE PARTIES

Program directors, clinical coordinators, and the Chief Academic and Compliance Officer

PUBLICATION

University website