

SHEEO State Authorization Inventory

New Jersey

Please note: For purposes of this survey, the terms “authorize” and “authorization” are used generically to include approve, certify, license, regulate, recognize, empower, or similar actions relative to the operation, provision, or availability of postsecondary education in your state.

The following agency did not respond to the survey. This information was provided courtesy of the law firm Dow Lohnes PLLC and was current as of September 2011.

1. Agency and Contact Information

a. Agency Name: **New Jersey Commission on Higher Education**

o Description:

Any institution (in- or out-of-state; public, independent, or proprietary) must be licensed by CHE before it offers distance learning with a physical presence in New Jersey. “Physical presence” exists when an institution conducts some portion of the learning experience at a location in New Jersey.

o Contact Information:

Iris Duffield
Administrative Analyst
New Jersey Commission on Higher Education
P.O. Box 542
Trenton, NJ 08625-0542
609-292-2955
iduffield@che.state.nj.us

o Please state who institutions should contact if they have questions about your agency’s authority, policies, or application process?

Same as above.

b. Links:

Main Page: <http://www.state.nj.us/highereducation/>

For regulations:

http://www.state.nj.us/highereducation/More_HE_Resources/Licensure.htm

Must contact the Commission for licensure application.

- c. The following agency also has responsibility for authorization in the state and has also been requested to complete a survey.

New Jersey Department of Labor and Workforce Development

- d. If the division of responsibility among these agencies is not clear, please explain.

For Complaint Process Information:

New Jersey Commission on Higher Education

P.O. Box 542, Trenton, NJ 08625

nj_che@che.state.nj.us

New Jersey Division of Consumer Affairs

124 Halsey Street, Newark, New Jersey 07102

<http://www.nj.gov/oag/ca/complaint/ocp.pdf>

Staff Guidance and Comment from Dow Lohnes:

Externships and clinics require licensure only if the student-supervisor relationship is in a group setting. If the interaction is only one-on-one, no approval is required. Local advertisements do not require licensure.

Licensure Process Overview:

Contact staff to notify them of intent to apply, and obtain guidelines for filing a petition. File petition with CHE including all information required by guidelines. Petition is circulated to other New Jersey institutions for comments and then to the State's President's Council who recommends to CHE whether to approve. CHE makes a decision on licensure which, if granted, is valid for a period of 1 to 5 years.

Average Approval Period:

More than two years.

Legislative & Regulatory Developments:

At the end of August 2011, an executive order signed by Governor Chris Christie went into effect abolishing the CHE. All powers, duties, and staff transferred to the authority of the newly created Secretary of Higher Education. This order will likely lead to regulatory changes in the coming years and months. All staff contact information remains current.