

December 15, 2017
State Council of Higher Education for Virginia
Attn: Ms. Sylvia Rosa-Casanova
James Monroe Building
101 North 14th Street; 9th Floor
Richmond, VA 23219

Good Afternoon Ms. Rosa-Casanova,

Please find the required information to maintain state authorization and conditional certification enclosed with this letter. You will find the follow documents included in the following order:

- Updated timeline with all steps taken towards securing new accreditation & estimated dates for completing the remaining items.
- List of all currently enrolled students including contact information, completion dates, and all other required information
- Teach-Out Agreement with the University of the Potomac to be put into effect in the event that VIU does not achieve accreditation by a department-recognized agency within the grace period provided.
- Proof of disclosures made to students

If you have any questions or concerns, please don't hesitate to let me know. I can be reached by phone at (703) 865 – 6422 or by email at christina@viu.edu. I hope you have a nice holiday season.

Sincerely,

Christina L. Koonts, MA
Associate Vice President

**Teach-Out Agreement Between
University of the Potomac and Virginia International University
December 13, 2017**

University of the Potomac (UOTP), an institution of higher learning accredited by the Middle States Commission on Higher Education (MSCHE), and Virginia International University (VIU), an institution of higher learning accredited by the Accrediting Council for Independent Colleges and Schools (ACICS), have concluded a teach-out Agreement. This Agreement ensures the equitable treatment of students and a reasonable opportunity for students to complete their program of study.

This Agreement will enable currently enrolled VIU students interested in transferring to complete their studies at UOTP. Specifically, UOTP and VIU agree to the following:

The obligations pursuant to this Agreement for a teach-out shall terminate when all VIU students accepted by UOTP pursuant to this Agreement have graduated from UOTP, have failed to be continuously enrolled at UOTP or four years from the date of this agreement, whichever comes first.

UOTP will waive admission application fees for students applying through this teach-out agreement.

Students applying through this teach-out agreement will receive an international scholarship discount in tuition at UOTP. This discounted tuition relatively matches VIU's tuition.

UOTP will offer only those courses of study for which it is already approved.

UOTP will accept as many earned credits that both SCHEV and Middle States will allow at the time of the teach out, inclusive of those credits earned at VIU and those credits awarded by VIU based on UOTP's completed evaluation of applicable credit.

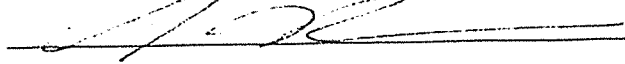
Any VIU student who fails to apply, be accepted, and matriculate at UOTP within 90 days of the school closure shall be excluded from this Agreement.

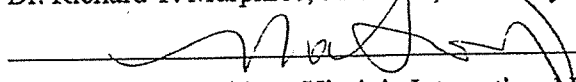
Students enrolling under this agreement will be required to meet UOTP's program length requirement.

UOTP will permanently house the records of VIU students who officially enroll at UOTP pursuant to this Agreement. The records will arrive within 10 days of each student finalizing with the UOTP Business Office.

UOTP will accept only students who are in good social and academic standing as of the time of VIU's closure.

IN WITNESS WHEREOF, the parties have executed this Agreement on the date shown above:


_____ 12/13/2017
Dr. Richard T. Murphree, President, University of the Potomac


_____ 12/13/2017
Dr. Isa Sarac, President, Virginia International University