



POLICY TITLE

Student Identity Verification in Distance Education and Online Courses

POLICY NUMBER

2-007

Responsible Unit: <i>Office of E-Learning</i>	Effective Date: <i>06/30/2019</i>
Responsible Official: <i>Vice President for Academic Affairs</i>	Last Reviewed Date:
Policy Classification: <i>Enrollment Management</i>	Origination Date: <i>07/01/2019</i>

I. POLICY STATEMENT AND RATIONALE

Part H of The Higher Education Opportunity Act (2008) and the SACSCOC Policy Statements on Distance and Correspondence Education require that an institution offering distance education have processes through which the institution establishes that the student who registers in a distance education course or program is the same student who participates in and completes the program and receives the academic credit.

The policy shall read as follows:

“The identify of students enrolled in online courses offered by Southern University and A&M College, and Southern University Online shall be verified through the issuance of secure login and password credentials issued by the Division of Information Technology (DoIT) upon admission to Southern University Online or Southern University and A&M College. The Southern University System Passcode Policy, as amended April 2019, is incorporated herein as if set forth verbatim. To further verify students’ identities, instructors may require the use of proctored examinations, or other academic software licensed to the University during the administration of examinations. Further, from time to time, the University may adopt, and license additional software designed to verify the identify of its students.”

II. POLICY SCOPE AND AUDIENCE

This policy shall apply to every student enrolled in a distance education or online course offered by Southern University and A&M College and Southern University Online.

III. POLICY COMPLIANCE

The university and students must comply with the policy. The consequences for failure to comply are established in the Student Code of Conduct and Student Handbooks.

IV. POLICY DEFINITIONS

For purposes of this policy, the following definitions apply:

Southern University and A&M College – refers to academic departments' courses delivered online via the LMS that are offered independently of an online degree program.

Southern University Online – refers to the Southern University and A&M College educational enterprise that offers courses delivered 100% online via the LMS that lead to online bachelors, masters, or doctoral degrees that are designed to be delivered 100% online.

DoIT – refers to the Southern University System and Southern University and A&M College's Division of Information Technology.

Online Course - refers to a course delivered 100% via the LMS.

Distance Education - refers to a course offered at a site other than the main campus and not exclusively online via the LMS.

V. POLICY IMPLEMENTATION PROCEDURES

This policy can be implemented by posting on the university website and notifying students of the policy upon admission to the University.

VI. POLICY RELATED INFORMATION

SACSCOC Policy Statements

The Higher Education Opportunity Act of 2008

Southern University System Passcode Policy, April 2019

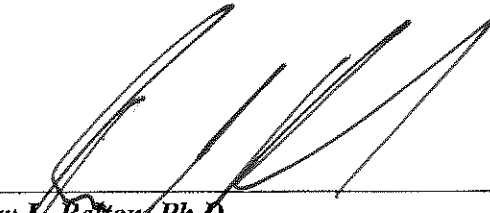
VII. POLICY HISTORY AND REVIEW CYCLE

This is a new policy for Student Identify Verification in Distance Education and Online Courses

VIII. POLICY URL

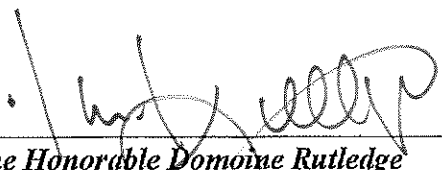
This section identifies the Southern University System website where the system policies are archived – www.sus.edu.

IX. POLICY APPROVAL



Ray L. Belton, Ph.D.
President-Chancellor, Southern University and A&M College System

Effective Date of Policy



The Honorable Domoine Rutledge
Chair - Southern University System Board of Supervisors

Effective Date of Policy