November 4, 2009 ID Code 00016074

VIA E-MAIL ONLY

Mr. F. William King
Director
ITT Technical Institute
13518 East Indiana Avenue,
Spokane Valley, WA 99216

Dear Mr. King:

ITT TECHNICAL INSTITUTE, CEDAR RAPIDS, IOWA ID CODE 00031637

This will acknowledge receipt of your application for inclusion of a branch campus located at 3735 Queen Court SW, Cedar Rapids, Iowa 52404. Based on a review of Part I of the Branch Campus Application, this location appears to satisfy the Council's requirements for a branch campus. Therefore, it is included initially within the scope of your institution's grant of accreditation. According to the application, classes are scheduled to begin on **March 15, 2010**. Please notify the Council immediately if the proposed start date has changed. Please be advised that this approval is subject to receiving approval from the Iowa College Student Aid Commission.

The highest credential offered by the branch campus will be the **bachelor's degree**. This branch has been approved to offer **courses** via distance education. The following programs are approved at the initiation of the branch campus:

Bachelor of Science degree

Program Title	*Contact Hours*	*Quarter Credit Hours*	*Weeks day/evening*
Construction Management	2090	180	180
Criminal Justice	1870	180	180
Electronics and Communications Engineering Technology	2100	180	180
Information Systems Security	2090	180	180

Associate of Science degree (Academic Associate's degree)

Program Title	*Contact Hours*	*Quarter Credit Hours*	*Weeks day/evening*
Computer and Electronics Engineering Technology	1130	96	96
Computer Drafting and Design	1130	96	96
Information Technology- Computer Network Systems	1120	96	96
Paralegal Studies	1020-1100	96	96

In accordance with this decision, the branch campus will be required to complete the following steps before final inclusion will be considered:

1. The submission of additional information to complete Part I of the Branch Campus Application by **February 22, 2010**. This submission must include the following:

    a. Final approval from the Iowa College Student Aid Commission, as well as a list of all approved programs at the appropriate credential level;

    b. Summary sheets for faculty and staff;

    c. Completed data sheets for each staff and faculty member, as well as photocopies of official transcripts for all credentials held by members of the faculty;

    d. A draft of the branch campus catalog;

    e. Organizational chart reflecting the operations of the branch and its relationship to the main campus; and

    f. Evidence that the physical facility is in compliance with local or state laws governing fire, safety, and health codes.

2. A satisfactory verification visit by a member of the staff must be conducted no later than **September 15, 2010**.

3. The branch campus director must attend an Accreditation Workshop.

4. The institution must submit Part II of the Branch Campus Application no later than **June 30, 2011**.

5. A full on-site evaluation by a visiting team must be conducted no later than **October 31, 2011**.

The branch campus has been assigned **ID Code 00031637**. Please use this code on all correspondence regarding this location.

Thank you for keeping us informed of developments at your institution. If you have any questions about this matter, please contact Ms. Shameka S. Erby at (202) 336-6849 or serby@acics.org.

Sincerely,

Joseph E. Gurubatham

Joseph E. Gurubatham, Ed. D.
Director of Campus Development

c: Ms. Cathy Sheffield, U.S. Department of Education
Mr. Ralph LoBosco, U.S. Department of Education, School Participation Team- Region VII
Mr. Keith Greiner, Iowa College Student Aid Commission
Mr. Thomas Brouwer, ITT Educational Services, Inc.