

Maryland PEP Approval Process



PEP Creation

Institution contacts MD DPSCS Director of Education to review the PEP they are interested in offering. The Director provides the Institution with labor market data in order to collaborate and determine what program will benefit the students, DPSCS, and Institution. Once a program is chosen, the Director will send a Conditional Letter of Approval to the Institution and MHEC.



MHEC

The conditional letter is only the first step in a multi-step process, and must be submitted with the applications. Once MHEC has the letter, the Institution may submit their application to MHEC for site approval. MHEC will not approve an Institution PEP application without this letter.



PEP Applications

Once the Institutions MHEC application is approved, it may submit a PEP application to the following entities, in order:

1. MD DPSCS Higher Education in Corrections Advisory Committee (stakeholder group)
2. Middle States Commission on Higher Education (MSCHE)
4. USDOE



MOU Collaboration

Once the Institution has received approval from the DPSCS Advisory Committee, the MOU process with MD DPSCS can begin. This is a lengthy process that can take up to 4 months to complete. After completion, the Institution may apply to MSCHE for accreditation approval. Once approved, the Institution can apply to USDOE.



Initial PEP Approval

Once all entities have approved the Institutions PEP, including USDOE, the Institution, the DPSCS Director of Education, and a representative from the correctional facility will meet to begin implementing the MOU.

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