



December 17, 2018

Mr. Ladelle Harmon, Jr.  
Director of Institutional Effectiveness  
McDowell Technical Community College  
54 College Drive  
Marion, NC 28752

Dear Mr. Harmon:

Thank you for your letter of August 16, 2018, notifying the Commission of the institution's discovery it had surpassed the reporting threshold of offering 25-49% of credit toward a degree at McDowell High School, 600 McDowell High Drive, Marion, NC 28752. Your letter noted a prospectus for the site would be forthcoming to add McDowell High School as an off-campus instructional site.

Your prospectus has been received by the Substantive Change office and has been assigned for review.

**We acknowledge the information.**

Sincerely,

Kevin W. Sightler, Ph.D.  
Director of Substantive Change

KWS/MAC:efk

cc: Dr. John D. Gossett, President  
Dr. Denise Y. Young