



March 31, 2023

Heather Allen, PhD
President
Charter College
17200 SE Mill Plain Boulevard, Suite 100
Vancouver, WA 98683

Dear Dr. Allen:

This letter provides notice that the Washington Student Achievement Council (WSAC) has designated Charter College an at-risk institution based on the institution's current financial standing. Financial statements provided by Charter College indicate a heightened potential of closure and raise doubt about the institution's ability to maintain operations.

This at-risk designation is pursuant to Washington Administrative Code (WAC) 250-61-155. Please note that institutions designated as at-risk may be subject to additional and/or more frequent reporting requirements, restricted from offering new programs, and required to increase security requirements. WSAC may also suspend or withdraw authorization.

Charter College shall provide the following notice to current and prospective students located in Washington State who are enrolled in degree programs authorized by WSAC:

The Washington Student Achievement Council (WSAC) is a Washington State agency that approves degree-granting institutions to operate in Washington. WSAC has designated Charter College an at-risk institution based on concerns about the institution's financial standing. More information about WSAC's decision can be found here:
<https://wsac.wa.gov/protecting-education-consumers>.

The notice shall be provided via email to students' email address of record. Additionally, the notice shall be published on all pages of the institution's website that contain information about Charter College's authorization to operate in Washington State.

The notice shall be provided to students no later than April 14, 2023, and at least five business days prior to the final day for a 100% refund during each subsequent term for which the institution's at-risk status persists. Prospective students shall be provided the notice on any application form used by Washington State students.

Finally, WSAC requires submission of the following items no later than April 14, 2023:

- Evidence that the above notices have been provided in conformance with the requirements stipulated in this letter;

917 Lakeridge Way SW
PO Box 43430
Olympia, WA 98504-3430
360.753.7800

- A list of Washington students currently enrolled in degree programs authorized by WSAC, including student name, email address, program name, number of credits completed, and number of credits remaining for program completion;
- A copy of the institution's balance sheet for the first quarter of 2023;
- A copy of the institution's financial audit for the year ending December 31, 2022;
- An updated closure plan that includes the following elements in the event of a closure:
 - A teach out plan that describes how the institution would facilitate a teach out of remaining degree requirements;
 - A transfer plan that describes how the institution would collaborate with other institutions to facilitate transfer options, including a list of institutions with similar degree programs that may serve as viable transfer options; and
 - A description of how the institution would maintain student records such as transcripts, student ledgers, etc.

Charter College's designation as an at-risk institution may be removed after demonstrating that its financial standing no longer presents a heightened potential of closure or other negative impacts on students for at least four consecutive quarters.

Please note that WSAC may take further action consistent with WAC 250-61-155 if these requirements are not met, including suspension or withdrawal of authorization.

If you have any questions about this information, please do not hesitate to let me know.

Sincerely,



Sam Loftin, J.D.

Director of Consumer Protection

cc: Michael Meotti, Executive Director, Washington Student Achievement Council
Laura Bach, Associate Director, State Approving Agency for Veterans' Education and Training, Washington Student Achievement Council
Darlene Bartlett, Consumer Protection Manager, Workforce Training and Education Coordinating Board
India Tips, Executive Director, Accrediting Bureau of Health Education Schools
Martina Fernandez-Rosario, Division Chief, San Francisco/ Seattle School Participation Division, United States Department of Education
Tyler Eggen, Institutional Authorization Program Coordinator, Alaska Commission on Postsecondary Education
Deborah Cochrane, Chief, California Bureau for Private Postsecondary Education
Joseph Thiel, Director of Academic Policy and Research, Montana University System
Kelly Wuest, CPE Administrator, Nevada Commission on Postsecondary Education
Pascal Buser, Director, Private Postsecondary Schools Division, New Mexico Higher Education Department