



September 29, 2011

Dr. Paul Matney
President
Amarillo College
P. O. Box 447
2011 S. Washington St.
Amarillo, TX 79109

Dear Dr. Matney:

Thank you for your letter of August 9, 2011, providing notification that effective August 22, 2011, the College will offer the Paralegal Studies Professional Certificate of twenty-four credit hours for an Advanced Technical Skills Certificate.

The College offers the approved A.A.S. degree program in Paralegal and thus this certificate is not considered to be a substantive change since it is not a significant departure from programs already approved and offered. No new faculty members or learning resources will be required.

We acknowledge the notification concerning the offering of the Paralegal Studies Professional Certificate, will add the program to the scope of the College's accreditation, and request no further information.

Best regards,

Belle S. Wheelan, Ph.D.
President

BSW/ABC:jdw

Cc: ✓ Ms. Danita McAnally, Chief of Planning and Advancement
Dr. Marsal P. Stoll