

	DEPARTMENT OF PUBLIC SAFETY CORRECTIONS ADMINISTRATION POLICY AND PROCEDURES	EFFECTIVE DATE: May 4, 2017	POLICY NO.: COR.14.12
		SUPERSEDES (Policy No. & Date): COR.14.12 & 03/02/2009	
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1.0 PURPOSE

To establish procedures governing inmate participation in non-subsidized Post-Secondary Education Programs.

2.0 REFERENCES AND FORMS

.1 References

- a. Department of Public Safety (PSD), Policy and Procedures (P & P), COR.02.12, Inmate Trust Accounts.
- b. PSD, P & P, COR.14.09, Academic and Career and Technical Program Standards.
- c. PSD, P & P, COR.14.20, Academic/Career & Technical Program Mandates.
- d. Hawaii Revised Statutes (HRS) § 353-67, Education as Condition for Paroles.
- e. *Hernandez v. Johnston*, 833 F.2d 1316 (9th Cir. 1987).
- f. *Rhodes v. Chapman*, 452 U.S. 337 (1981).

3.0 DEFINITIONS

- .1 Correspondence Courses: Accredited courses developed by colleges and universities which are delivered through the US Postal Service to the student.
- .2 Distance Learning Courses: Accredited academic courses offered by colleges and universities.
- .3 HSE: High School Equivalency.
- .4 Non-Subsidized Programs: Academic programs in which the participant maintains full fiduciary responsibility for tuition, fees and books.
- .5 Online Instruction: Any formal education process in which the instruction occurs when the student receives instruction and/or education courses

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through the internet and/or the student and instructor are linked through the internet.

- .6 Post-Secondary Program: Academic programs leading to an Associate, Bachelor or Master's degree from an accredited institution of higher learning.

4.0 POLICY

Inmates who have met all requirements under COR.14.09 and/or in possession of a high school diploma, or high school equivalency, shall be provided the opportunity to participate in post-secondary correspondence programs, or blended education programs. Inmate participants shall be financially responsible for all tuition, fees, books and materials for all education programs under these categories.

5.0 PROCEDURES

- .1 Screening for Program Participation:
- a. The facility designated education program specialist shall review all program requests for post-secondary/correspondence programs to ensure that all requirements are or can be met.
 - b. The designated education program specialist shall interview each applicant to determine the applicant's eligibility for participation in the program.
 - 1) The inmate shall have a high school diploma, or high school equivalency in order to be eligible for participation in the program.
 - 2) The inmate shall meet the eligibility requirements of post-secondary program in which he/she intends to enroll.
 - 3) The inmate shall meet any eligibility requirements from the course provider.
 - c. In the case of correspondence courses, the designated education specialist shall forward applicant's request for approval to the Warden or designee, and the Chief of Security.
 - d. The designated education specialist shall forward all completed and approved applications to the designated facility representative for the

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