



Program Statement

OPI: FPI/EDU
NUMBER: P5354.03
DATE: 12/17/2003
SUBJECT: Postsecondary Education
Programs for Inmates

RULES EFFECTIVE: 12/19/2003

1. [**PURPOSE AND SCOPE** §544.20. The Bureau of Prisons offers inmates the opportunity under its postsecondary education program to participate in postsecondary education courses (courses for college credit other than those courses which pertain to occupational education programs) which have been determined to be appropriate in light of the institution's need for discipline, security, and good order. Participation in postsecondary education courses which are part of occupational education programs is governed by the provisions of the Bureau's occupational education program (see subpart F of this part).]

Postsecondary education is defined as courses for college credit other than courses that are a part of an occupational education program as defined in the Program Statement on Occupational Education Programs.

This Program Statement's provisions do not apply to the Advanced Occupational Education program.

2. **SUMMARY OF CHANGES.** The language pertaining to occupational education courses that are college accredited was removed.

The section on Advanced Occupational Education (AOE) was removed.

The inmate's responsibility for postsecondary education tuition costs is clarified.

3. **PROGRAM OBJECTIVE.** The expected result of this program is:

Inmates will be provided with the opportunity to enroll in postsecondary education programs.

[**Bracketed Bold**] - Rules
Regular Type - Implementing Information

4. **DIRECTIVES AFFECTED**

a. **Directive Rescinded**

P5354.02 Postsecondary Education Programs, Inmates (5/7/97)

b. **Directives Referenced**

P4100.03 BOP Acquisitions (9/16/96)
P5300.21 Education, Training and Leisure-Time Program
Standards (2/18/02)
P5353.01 Occupational Education Programs (12/17/03)
P8120.02 FPI Work Programs for Inmates (7/15/99)

Federal Acquisitions Regulations (FAR)

c. Rules cited in this Program Statement are contained in
28 CFR 544.20-21.

5. **STANDARDS REFERENCED**

American Correctional Association 3rd Edition Standards for
Adult Correctional Institutions: 3-4410

6. **[PROCEDURES §544.21**

a. The Warden or designee must appoint a postsecondary education coordinator (ordinarily an education staff member) for the institution. The postsecondary education coordinator is responsible for coordinating the institution's postsecondary education program.]

Ordinarily, the supervisor of education is delegated authority to designate the Postsecondary Education (PSE) Coordinator. The PSE Program Coordinator or designated education staff member will coordinate course offerings, class schedules, and graduation requirements with the representative from the postsecondary education service provider.

The PSE Coordinator will also be responsible for maintaining and updating program records.

[b. An inmate who wishes to participate in a postsecondary education course must apply through the postsecondary education coordinator. If the postsecondary education coordinator

determines that the course is appropriate in light of the institution's need for discipline, security, and good order, the inmate may enroll provided that:

(1) The inmate meets eligibility requirements for the course which have been set by the course provider, and

(2) The inmate is responsible for payment of any tuition either through personal funds, community resources, or scholarships available to the inmate.]

Other resources available to inmates include UNICOR scholarships, veteran benefits, and other sources.

Tuition will not be paid from Trust Fund or Salaries and Expenses appropriations.

The inmate will incur all costs, including tuition, books, materials, and all other related fees, associated with correspondence courses.

[(3) The unit team determines that the course is appropriate for the inmate's apparent needs.]

7. TYPES OF POSTSECONDARY EDUCATION PROGRAMS

a. **College Programs.** Institutions may offer on-site liberal arts and/or four year college programs when feasible. Programs must meet all the following criteria:

- (1) An appropriate number of inmates requesting the program.
- (2) Inmates have the funds to pay tuition and books.
- (3) The space is available to conduct classes.

b. **Correspondence Courses.** Inmates are encouraged to enroll in PSE programs. If courses of study are not available on-site, inmates may enroll in programs through correspondence.

Inmates must receive approval from the PSE Coordinator before enrolling in any correspondence program. Institutions will establish written approval and enrollment procedures.

Tuition for correspondence courses will not be paid from Trust Fund or Salaries and Expenses appropriations.

8. **EDUCATION RECORDS.** Education staff will enter PSE program enrollments and completions into the SENTRY Education Data System (EDS) under the postsecondary group code and assignment category. At the Supervisor of Education's discretion, education staff may enter correspondence courses into the EDS system if an inmate required staff assistance.

9. **SELECTION OF EDUCATION SERVICE PROVIDERS.** The supervisor of education will select postsecondary education service providers competitively and they will award contracts according to applicable procurement procedures as required by the Federal Acquisition Regulations and the Program Statement on BOP Acquisitions.

/s/
Harley G. Lappin
Director