



March 20, 2025

Dr. Neeli J. Bendapudi, President
Pennsylvania State University
201 Old Main
University Park, PA 16802

Dear President Bendapudi,

Thank you for informing the Pennsylvania Department of Education (PDE) of the potential closure of branch campuses at Pennsylvania State University (Penn State). According to [22 Pa Code §34.12](#), the closure of an institution's campus, including those of state-related institutions, requires approval from the Secretary of Education.

[22 Pa. Code §34.1](#) defines a branch or campus as follows:

- (a) A branch or campus is a unit of an institution of higher education which is distinguished by the following characteristics:
- (1) An academic degree-granting program or organized parts thereof offered on a continuing basis.
 - (2) A location separately identifiable from the main campus of the parent institution and providing the services normally associated with the campus.
 - (3) Legal authority for governance, administration and general operation derived from the charter or enabling legislation of the parent institution...

To apply, the President of the University must provide a signed letter on university letterhead requesting the discontinuance of operations at the proposed branch campus. This letter must be submitted by July 1 of the calendar year preceding the academic year for which discontinuance is requested.

Approval by the Secretary of the discontinuance of a branch or campus will be based on the satisfactory submission of the following requirements by the institution:

- Preliminary feasibility study.
- Documentation of reduced needs or resources in support of the proposal and relation to institutional, regional, and Commonwealth needs and resources.
- Evidence that discontinuing the branch or campus is consistent with the institutional and Master Plan of the Commonwealth.
- Indication of the financial impact on the budget of the parent institution or the State System of Higher Education and the Commonwealth.
- Information submitted pursuant to the above bullet points is subject to evaluation and validation by the Department.

The Secretary will act within 6 months after the date the request was made to approve or disapprove the request to discontinue a branch or campus after consultation with the Board when the requirements of this chapter have been met and evaluated.

Your cooperation in responding is greatly appreciated as we work towards ensuring the best outcomes for Commonwealth students.

Thank you for your attention to this matter.

Sincerely,

A handwritten signature in cursive script that reads "Lynette Kuhn". The ink is dark and the handwriting is fluid and legible.

Dr. Lynette Kuhn, Deputy Secretary
Office of Postsecondary and Higher Education