

DIOCESAN COORDINATOR PLAN POLICIES

GENERAL

1. The participating archdiocese/diocese should name a qualified person to serve as the Diocesan Coordinator Plan Coordinator. Qualified persons include the Catechetical Director or other appropriate staff appointed by the director. The Coordinator serves as the liaison between CDU and the archdiocese/diocese.
2. The participating archdiocese/diocese will be responsible for promoting the use of CDU Continuing Education courses and seminars. The diocese will explain the enrollment process, collect the completed CDU enrollment forms, and submit a minimum of ten (10)* or more enrollments with a single payment according to the current fee schedule:

July 1, 2009 – June 30, 2010 - \$95 per Continuing Education course or seminar.

Note: Enrollments for an online seminar should be sent by the Wednesday before the seminar begins.

* If less than ten (10) enrollments are submitted at one time, the current tuition will be charged per course.
3. The participating archdiocese/diocese will strive to enforce the policies of CDU. Any advertising or public reference to CDU must be accurate.
4. The participating archdiocese/diocese will provide an electronic link to CDU's website for their membership to access information about courses and seminars.
5. During the period of the Agreement, archdiocesan/diocesan participants in a course or seminar will be considered students of CDU, and afforded the rights and responsibilities of the student body as described in the course catalog.
6. CDU online materials as well as paper course manuals are intended for the use of those enrolled in the course. All CDU materials, both paper and online, are copyrighted and must not be reproduced in any way without approval in writing by CDU.
7. This Agreement will be in effect when the signed Agreement is received by CDU with \$150 set up fee. Upon receipt of the Agreement, CDU will notify the archdiocese/diocese that enrollments may now be accepted.