

**THE CATHOLIC DISTANCE UNIVERSITY
DIOCESAN CATECHETICAL SUBSIDY PLAN
ADDENDUM**

GENERAL POLICIES

1. The participating diocese should name a qualified person to serve as the Diocesan Catechetical Subsidy 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 diocese.
2. A diocese participating in the Diocesan Catechetical Subsidy Plan will pay The Catholic Distance University (CDU) a subsidy of \$2000 when the Agreement is signed and will be allowed a total of thirty (30) enrollments in a noncredit online seminar or Continuing Education online individual course at a reduced additional fee of \$30 per enrollment.
3. The participating diocese will complete the Diocesan Catechetical Subsidy Plan Agreement and forward this to The Catholic Distance University with the required subsidy fee of \$2000. This Agreement will be in effect when the signed Agreement and subsidy are received by CDU. Upon receipt of the Agreement and fee, CDU will notify the diocese that enrollments may be accepted.
4. The Catholic Distance University will notify the diocese when thirty (30) enrollments have been processed during a given year. At that time, the diocese may negotiate a subsidy for additional enrollments.
5. The participating diocese will agree to promote the use of CDU's online Continuing Education courses and seminars for catechetical formation.
6. The participating diocese will provide an electronic link to CDU's website for their membership to access information and enrollment in eligible courses and seminars.
7. During the period of the Agreement, 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.
8. CDU online materials are intended for the use of those enrolled in the course. All CDU materials are copyrighted and must not be reproduced in any way without prior approval in writing by CDU.