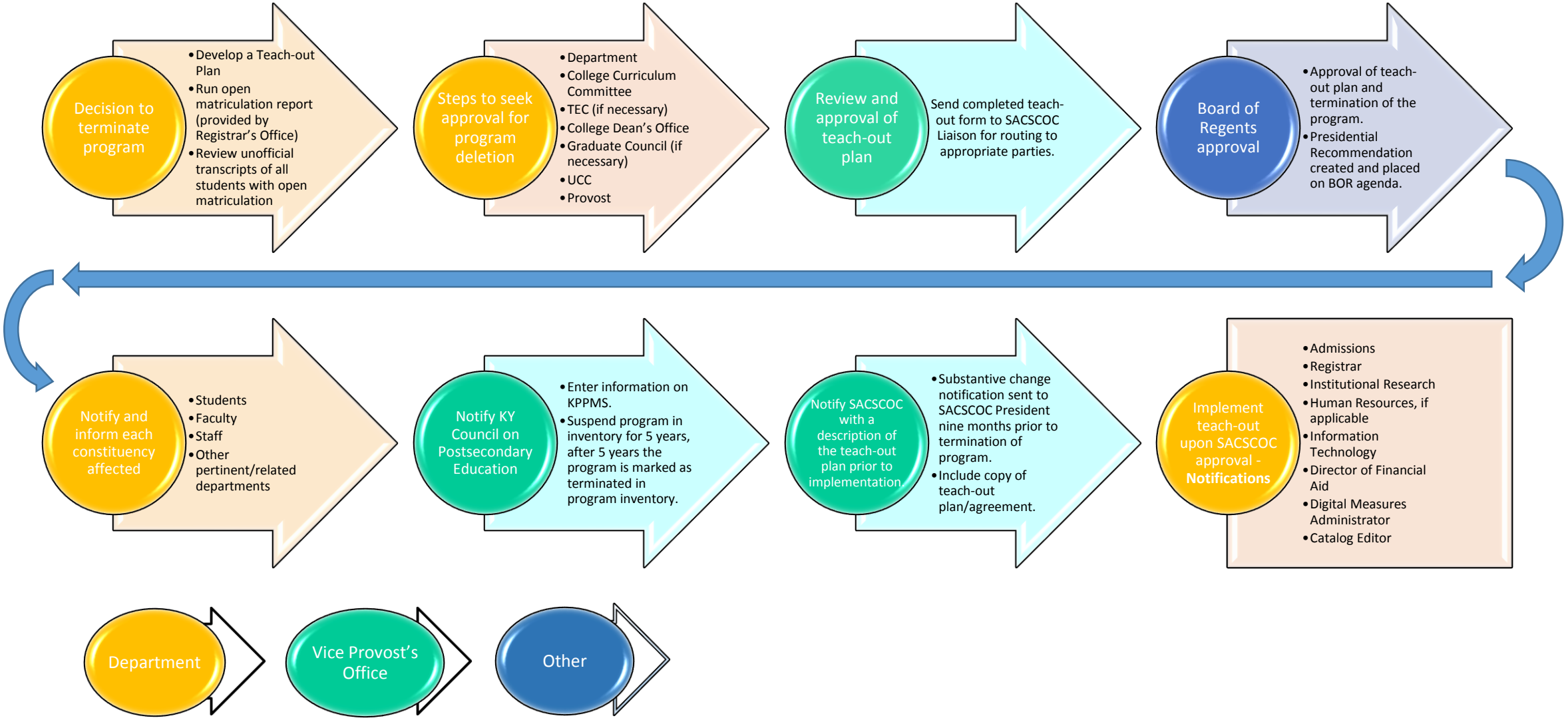PROCEDURE FOR CLOSING ACADEMIC PROGRAMS