# Voluntary Compliance Plan Template

This Voluntary Compliance Plan (VCP) template is meant to provide assistance in drafting the colleges’ VCP by outlining the corrective action it will take to remedy the violations identified in the WTCS Letter of Findings (LOF). The college has a maximum of 60 calendar days following the date on the WTCS Letter of Findings, to submit a draft of a Voluntary Compliance Plan to address relevant compliance issues. Technical assistance for the development and implementation of the Voluntary Compliance Plan will be provided by Technical College System Office staff upon request.

Name of District:

President’s Signature:

Date of submission:

This VCP addresses the findings described in WTCS’s Letter of Findings, dated Month Day, Year, which summarized the results of the on-site review of College Initials conducted on Month Day(s), Year.

| **Issue Area and Required Corrective Action** | **Specific Corrective Action to be Completed** | **Responsible Party** | **Target Completion Date** | **How Completion of Remedy will be Reported and Verified to WTCS** |
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