

APPLICATION FOR ACCREDITATION CHECKLIST

Standard	Info needed	Supplied through:
A	Goals of program and scope of activity	Application form
A	Individual responsible for the program - contact info, credentials, experience, etc...	Application form
B	Advisory committee - names, organizations and how many years have they been sitting on the committee	Attachment
B	Advisory committee meeting minutes from last meeting	Attachment
C	Program learning objectives (learning outcomes)	Application form
D	Admission forms and website pages with program outline	Application form
E	List of instructors, how many years teaching and resumes	Application form
E	Any program guidelines, provided to the instructors	Attachments
F	Course details as per the standard	Application form
F	Prerequisites	Application form
G	Statistics of graduating students (past year), including demographics and grades breakdown	Attachment
G	At least one program revision document/outline (recent)	Attachment
H	Access to LMS as a test students for evaluation of program	Attachment

Fee	Accreditation Application and Assessment Fee	\$690
Fee	Accreditation Renewal	\$490