



Accrediting Commission of Career Schools and Colleges

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ACCSC ACCREDITATION ALERT

To: ACCSC Accredited Institutions and Other Interested Parties
From: Michale S. McComis, Ed.D., Executive Director
Date: July 1, 2018
Subject: Announcements and Revisions to the ACCSC *Standards of Accreditation*

Announcements/Reminders:

- Call for ACCSC Commissioners
- Reminder – Call for Nominating Committee Nominations
- *SkillsUSA* Scholarship Award Winners

Revisions to the *Standards of Accreditation*:

The Commission has republished the *Standards of Accreditation* which is now dated July 1, 2018 and replaces the July 1, 2017 version. The July 1, 2018 *Standards of Accreditation* are available for download at <http://www.accsc.org/Accreditation/Standards-of-Accreditation.aspx>

Part I – Revisions to the *Rules of Process and Procedure, Standards of Accreditation* from the March 30, 2018 Call for Comment

Part II – Revisions to the *Substantive Standards, Standards of Accreditation* from the March 30, 2018 Call for Comment

Part III – Other Nonsubstantive and Conforming Revisions to the *Rules of Process and Procedure*

Part IV – Revisions to Reports and Fees

All revisions are effective July 1, 2018 except as otherwise stated in this Accreditation Alert (see page 5). For additional information related to this *Accreditation Alert*, please contact Michale S. McComis, Ed.D., Executive Director, at 703.247.4520 or mccomis@accsc.org.

Call for Nominations to Serve as an ACCSC Commissioner

On behalf of the Accrediting Commission of Career Schools and Colleges (ACCSC) and in accordance with the organization's *Bylaws*, the ACCSC Nominating Committee [seeks nominations](#) of potential candidates for election to serve on the ACCSC Board of Directors as a Commissioner.

During this nomination cycle, the ACCSC Nominating Committee is charged with filling one (1) vacancy on the Commission to serve the following term:

- One (1) elected School Commissioner to serve a four-year term to begin July 1, 2019 and to end June 30, 2023;

Nominees should submit the [Call for Nominations](#) accompanied by a current resume **on or before October 12, 2018.**

Reminder – Call for Nominating Committee Nominations

On behalf of the Accrediting Commission of Career Schools and Colleges (ACCSC) and in accordance with the organization's *Bylaws*, ACCSC seeks the nomination of individuals from its membership of accredited institutions to stand for election to the Nominating Committee. The Commission is currently seeking to fill one open seat on the Nominating Committee for a two-year term ending June 30, 2020.

The ACCSC Nominating Committee plays an important role in vetting and recommending candidates for appointment and election to serve as an ACCSC Commissioner. Nominating Committee members must have a working knowledge of the ACCSC accreditation standards and process and a sense of the kind of traits and experiences that nominees must possess in order to fulfill the role of Commissioner/Board member and to best serve the needs of ACCSC and its accredited institutions.

Individuals interested in standing for election to the ACCSC Nominating Committee should submit the [Call for Nomination Form](#) no later than **July 6, 2018.**

SkillsUSA Scholarship Award Winners

ACCSC is pleased to announce the recipients of its annual *SkillsUSA* Scholarship created to help students attend the [SkillsUSA National Leadership and Skills Conference \(NLSC\)](#). To be eligible for the scholarship, applicants must be a student of an ACCSC-accredited school; be a Gold Medal Winner at their 2018 state competition, advancing to national competition; and be a *SkillsUSA* member in good standing.

The scholarship is awarded based on the student's commitment to excellence in technical skills, work ethic, and leadership as well as how the student will use the opportunity to compete at the *SkillsUSA* National Leadership and Skills Conference to be an ambassador for the skilled trades and workforce development.

Due to donations received this year ACCSC is able to grant five (5) scholarships in the amount of \$750 each. The winners are:

Lisa Bankston - YTI Career Institute - Altoona, PA
SkillsUSA Contest Area: Career Pathways Showcase Health Service

John Casper - Tulsa Welding School – Jacksonville, FL
SkillsUSA Contest Area: Welding Fabrication

Laurie Claar - YTI Career Institute - Altoona, PA
SkillsUSA Contest Area: Medical Terminology

Carl Collett - Tulsa Welding School – Jacksonville, FL
SkillsUSA Contest Area: Welding Fabrication

Luis Limon Ocampo - Automotive Training Center – Exton, PA
SkillsUSA Contest Area: Automotive Service Technology

If your institution does not currently participate in *SkillsUSA*, the Commission strongly encourages institutions to explore the possibilities and benefits of membership. Here is what one ACCSC school faculty member has said about *SkillsUSA*:

SkillsUSA created opportunities for my students that went beyond the academic scope. It is the only national organization designed exclusively for students preparing for technical, skilled, health, and service careers. By offering opportunities for leadership, competitive events, and awards from the local to international levels, this organization will unite your school in a common bond and create an opportunity for students, faculty, and staff to develop technical, academic, and employability skills geared toward the workforce.

- Paul Amigh - *SkillsUSA* Advisor

About SkillsUSA



SkillsUSA is a partnership of students, teachers, and industry representatives working together to ensure that America has a skilled workforce to help each student to excel. *SkillsUSA* is a national organization serving teachers and high school and college students who are preparing for careers in technical, skilled, and service occupations in a wide array of fields from healthcare occupations to welding. Timothy W. Lawrence, Executive Director of *SkillsUSA* gave the Keynote Address at ACCSC's 2015 Professional Development Conference and made a compelling case that every institution that offers vocational programs can benefit from working with *SkillsUSA*. *SkillsUSA*, along with advocates such as ACCSC's 2014 Key Note Speaker Mike Rowe and hundreds of employers from small businesses and major corporations, is taking employability skills training and development to new levels.

For information on getting started with *SkillsUSA*, go to www.skillsusa.org or call 844.875.4557.

Revisions to the Standards of Accreditation

The Commission has republished the *Standards of Accreditation* which is now dated July 1, 2018 and replaces the July 1, 2017 version.

Part I – Revisions to the Rules of Process and Procedure from the March 30, 2018 Call for Comment

The Commission has promulgated the revisions as proposed in the March 30, 2018 *Call for Comment*¹ in the following sections:

- *Section I Rules of Process and Procedure – Definitions, Accreditation Obligations, Eligibility and Process, and General Instructions*
- *Section IV Rules of Process and Procedure – Change of Control/Ownership*
- *Rules of Process and Procedure - Miscellaneous Sections*

The Commission has promulgated revisions to the following sections from the March 30, 2018 Call for Comment with modifications based upon the comments received:

- *Section I (D)(4)(c), Rules of Process and Procedure - Institutional Eligibility Requirements*
- *Section VII (D)(7) Rules of Process and Procedure - Commission Consideration of Third-Party Information*
- *Section IV (E)(2)(a), Rules of Process and Procedure – General Definition of Change of Control*

Part II – Revisions to the Substantive Standards from the March 30, 2018 Call for Comment

The Commission has promulgated the revisions as proposed in the March 30, 2018 *Call for Comment*² in the following sections:

- *Section I (A)(1)(b), Substantive Standards – Ownership, Management, and Administrative Capacity*
- *Section II Substantive Standards – Program Requirements*
- *Section VI Substantive Standards – Student Services*
- *Section IX Substantive Standards – Distance Education*

The Commission has promulgated revisions to the following sections from the March 30, 2018 Call for Comment with modifications based upon the comments received:

- *Section IX (A)(3), Substantive Standards – State Authorization*
- *Section IX (B), Substantive Standards - Management and Administrative Operations*
- *Section IX (C)(6), Substantive Standards - Program Advisory Committees for Distance Education*

¹ See the *Call for Comment* for rationale and specific changes.

² See the *Call for Comment* for specific changes.

Important Notice of Effective Date:

The Commission's revision to *Section I (A)(1)(b), Substantive Standards, Standards of Accreditation* includes a footnote which states the following with regard to Board members for non-profit organizations:

^{FN}If the school is part of/owned by a non-profit organization/corporation, an individual/entity/group (owner or manager) that has any financial interest in the non-profit organization/corporation may not serve as a board member, have a seat on the Board, or be a member of the corporation. Financial interest in this context means instances when an individual could receive financial benefit or harm from the school's operations (e.g., an individual to whom the school owes debt, an individual that has a business or contractual relationship with the school, etc.). Financial interest in this context does not refer to a board member fulfilling fiduciary duties and responsibilities on behalf of the non-profit organization.

In order to allow any currently accredited and approved non-profit organization effected by this change an opportunity to achieve compliance in this area, the effective date of this revision for those institutions is July 1, 2019. For any non-profit institution seeking accreditation or for any change of control application, the revision here and in *Section IV (E)(2), Rules of Process and Procedure, Standards of Accreditation* are effective July 1, 2018.

Part III – Other Clarifications and Revisions to the Rules of Process and Procedure:

In addition to the revisions described above, the Commission has also revised other sections of the *Rules of Process and Procedure* in order to set forth process, provide clarity, and to align with current practice.

- **Section II (A)(1)(f, h, & k) and VIII (A)(1)**: Effective December 14, 2017, the Commission adopted a provision that allows the Commission to cease processing an application for accreditation when good cause to do so exists.
- **Section II (B)(3)**: The Commission added clarifying language with regard to the submission of the Self-Evaluation Report.
- **Section VI (A)(4)(c)**: Includes a provision to make clear that the Commission sends complaints received to state regulatory agencies.

Part IV – Revisions to Reports and Fees:

The following reports currently in use and on ACCSC website have been added to *Appendix II, Substantive Standards, Standards of Accreditation*:

- Notice of Discontinued Programs
- Distance Education Consortium/Partnership Report

The following fees have been increased and updated in *Appendix I, Substantive Standards, Standards of Accreditation*:

- Application for a Distance Education Facility: Increase to \$1,500
- Application for a Satellite Location: Increase to \$1,500