



Accrediting Commission of Career Schools and Colleges

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ACCSC DISCLOSURE OF COMMISSION ACTION SUMMARY OF GROUNDS FOR WARNING ACTION

**AVIATOR COLLEGE OF AERONAUTICAL SCIENCE & TECHNOLOGY (#M060148)
3800 ST. LUCIE BOULEVARD
FORT PIERCE, FLORIDA 34946**

NOVEMBER 26, 2024

The Accrediting Commission of Career School and Colleges has issued a Warning to Aviator College of Aeronautical Science & Technology located in Fort Pierce, Florida. Pursuant to ACCSC's *Rules of Process and Procedure*, the Commission will publish a summary of the reasons for the Warning. The school has an opportunity to submit a response to demonstrate corrective action regarding the Commission's grounds for the Warning.

1. Aviator College of Aeronautical Science & Technology must demonstrate that the school maintains its ability to meet its obligations to students on an ongoing basis (*Section I (G)(2)(b), Rules of Process and Procedure, Standards of Accreditation*).
2. Aviator College of Aeronautical Science & Technology must demonstrate adequate management and administrative capacity as follows:
 - a. Aviator College of Aeronautical Science & Technology must demonstrate that it has full-time on-site supervision by an individual or team with the appropriate combination of education, experience, and demonstrated ability to lead and manage a post-secondary educational institution in compliance with accrediting standards (*Section I (A)(1)(a), Substantive Standards, Standards of Accreditation*).
 - b. Aviator College of Aeronautical Science & Technology must demonstrate appropriate administrative and operational policies and procedures to which the school adheres, reviews, and updates as needed (*Section I (A)(1)(d), Substantive Standards, Standards of Accreditation*).
 - c. Aviator College of Aeronautical Science & Technology must demonstrate the continuity of management and administrative capacity through the reasonable retention of management and administrative staff (*Section I (A)(4) Substantive Standards, Standards of Accreditation*). As of the time of the on-site evaluation, there has been significant turnover on campus and some staff informed the team that they were planning on resigning due to conditions at the school.
3. Aviator College of Aeronautical Science & Technology reported student graduation and employment rates that do not meet ACCSC's minimum benchmarks as outlined below (*Section VII (B)(2)(b), Substantive Standards, Appendix VI, Standards of Accreditation*).
4. Aviator College of Aeronautical Science & Technology must demonstrate that the school supports student achievement rates through the school's verifiable records and documentation of initial employment of its graduates (*Section VII (B)(2)(b) & Appendix VII, Substantive Standards, Standards of Accreditation*).
5. Aviator College of Aeronautical Science & Technology must demonstrate that the school engages in institutional assessment and improvement activities as follows:
 - a. Aviator College of Aeronautical Science & Technology must demonstrate that it engages in significant and ongoing institutional assessment and improvement activities appropriate to the size

- and scale of the school's operations and that support the management and administration of the school as well as the quality of education provided (*Section I (B)(1) Substantive Standards, Standards of Accreditation*).
- b. Aviator College of Aeronautical Science & Technology must demonstrate institutional assessment and improvement activities appropriate to the size and scale of the school's operations in the areas of management; fiscal condition and budget; administrative policies and practices; emergency preparedness; student support services; faculty and staff development; educational program curricula; learning resources system, equipment, and supporting materials; facilities; and student achievement outcomes (*Section I (B)(2) Substantive Standards, Standards of Accreditation*).
 - c. Aviator College of Aeronautical Science & Technology must demonstrate that the school's program evaluation process is ongoing with set intervals for evaluation and is included as part of its institutional assessment and improvement planning activities (*Section II (A)(4)(d), Substantive Standards, Standards of Accreditation*).
6. Aviator College of Aeronautical Science & Technology must demonstrate that the school applies a fair and equitable refund policy or that the school's established refund policy complies with state and federal requirements (*Section I (D)(3), Substantive Standards, Standards of Accreditation*).
 7. Aviator College of Aeronautical Science & Technology must demonstrate that the school is attentive to its students' educational and other needs as a means to support retention, maintains written policies and procedures addressing student services, and makes students aware of such services (*Section VI (A)(1), Substantive Standards, Standards of Accreditation*).
 8. Aviator College of Aeronautical Science & Technology must demonstrate compliance with accrediting standards regarding student services as follows:
 - a. Aviator College of Aeronautical Science & Technology must demonstrate that the school's student services program encompasses student safety and well-being (*Section VI (A)(3)(b), Substantive Standards, Standards of Accreditation*).
 - b. Aviator College of Aeronautical Science & Technology must demonstrate that the school maintains comprehensive documentation of student advising sessions (*Section VI (A)(4), Substantive Standard, Standards of Accreditation*).
 9. Aviator College of Aeronautical Science & Technology must demonstrate that the school has sufficient educational administration to support the program(s) offered as follows:
 - a. Aviator College of Aeronautical Science & Technology must demonstrate that it has operational policies necessary to adequately support educational programs and faculty (*Section III (A)(1)(a), Substantive Standards, Standards of Accreditation*).
 - b. Aviator College of Aeronautical Science & Technology must demonstrate that its chief pilot who acts as oversight with responsibilities typical of a director of education has an earned degree at least one level higher than the highest degree offered by the school (*Section III (A)(1)(b)(ii), Substantive Standards, Standards of Accreditation*).
 10. Aviator College of Aeronautical Science & Technology must demonstrate compliance with accrediting standards specific to ongoing professional development activities as follows:
 - a. Aviator College of Aeronautical Science & Technology must demonstrate that members of school management and administrative employees participate in ongoing development and training

- activities that support their particular roles in the school (*Section I (A)(3) Substantive Standards, Standards of Accreditation*).
- b. Aviator College of Aeronautical Science & Technology must demonstrate that its faculty and educational administrators engage in ongoing faculty assessment and professional development activities that are: appropriate to the size and scope of the school’s educational programs; support the quality of education provided; and enhance student learning and achievement and the school did not document the implementation of assessment and professional development activities for its faculty (*Section III (A)(2), Substantive Standards, Standards of Accreditation*).
 - c. Aviator College of Aeronautical Science & Technology must demonstrate that its faculty engage in ongoing development of teaching skills as part of its plan for faculty improvement (*Section III (B)(4), Substantive Standards, Standards of Accreditation*).
11. Aviator College of Aeronautical Science & Technology must demonstrate that the school ensures the continuity of instruction by the reasonable retention of the educational administrative staff and faculty (*Section III (A)(3), Substantive Standards, Standards of Accreditation*).
12. Aviator College of Aeronautical Science & Technology must demonstrate compliance with accrediting standards regarding prior work experience as follows:
- a. Aviator College of Aeronautical Science & Technology must demonstrate that the school verifies prior work experience and maintains documentation of academic credentials of all faculty members and administrators (*Section III (A)(4), Substantive Standards, Standards of Accreditation*).
 - b. Aviator College of Aeronautical Science & Technology must demonstrate that faculty members have appropriate qualifications and be able to teach in a manner that permits announced educational objectives to be achieved and that all faculty are able to demonstrate a command of theory and practice, contemporary knowledge, and continuing study in their field (*Section III (B)(3), Substantive Standards, Standards of Accreditation*).
13. Aviator College of Aeronautical Science & Technology must demonstrate compliance with accrediting standards regarding faculty qualifications and training as follows:
- a. Aviator College of Aeronautical Science & Technology must demonstrate that faculty teaching technical and occupationally related courses in an academic associate degree program have a minimum of four years of related practical work experience in the subject area(s) taught and possess a related degree at least at the same level of the course the faculty member is teaching (*Section III (B)(7) Substantive Standards, Standards of Accreditation*).
 - b. Aviator College of Aeronautical Science & Technology must demonstrate that faculty teaching technical and occupationally related courses in non-degree degree programs have a minimum of three years of related practical work experience in the subject area(s) taught (*Section III (B)(5), Substantive Standards, Standards of Accreditation*).
 - c. Aviator College of Aeronautical Science & Technology must demonstrate that faculty members have received training in instructional methods and teaching skills or are experienced teachers and that should a school hire a faculty member without prior training or experience, the school provides training before the faculty member assumes primary instructional responsibilities in any classroom, curriculum, laboratory, or program related training (*Section III (B)(4), Substantive Standards, Standards of Accreditation*).
14. Aviator College of Aeronautical Science & Technology must demonstrate compliance with accrediting standards regarding student academic progress as follows:

- a. Aviator College of Aeronautical Science & Technology must demonstrate that the school has a developed and structured process to assess and evaluate the defined student learning outcomes of the education and training and established competencies (e.g., the application of knowledge and skills to the standard of performance articulated in the program objectives and as expected in the workplace) and that this process includes a variety and combination of methods such as grading, portfolio assessment, and criterion referenced testing based on developed and appropriate rubrics (*Section VII (A)(2)(a), Substantive Standards, Standards of Accreditation*).
 - b. Aviator College of Aeronautical Science & Technology must demonstrate that the school's student assessment approaches are documented for each course or program offered and are designed and implemented in a valid, reliable, fair and, where relevant, flexible manner (*Section VII (A)(2)(b), Substantive Standards, Standards of Accreditation*).
 - c. Aviator College of Aeronautical Science & Technology must demonstrate that student learning outcomes for each program are consistent with the program objectives defined by the institution's program design and development process (*Section VII (A)(1)(a), Substantive Standards, Standards of Accreditation*).
15. Aviator College of Aeronautical Science & Technology must demonstrate compliance with accrediting standards regarding student recruitment as follows:
- a. Aviator College of Aeronautical Science & Technology must demonstrate that the school's recruitment efforts focus on attracting students who are qualified and likely to complete and benefit from the education and training provided by the school and not simply obtaining enrollments (*Section IV (A)(1), Substantive Standards, Standards of Accreditation*).
 - b. Aviator College of Aeronautical Science & Technology must demonstrate that the school develops admissions criteria that are designed to admit only those students who are reasonably capable of successfully completing and benefiting from the training offered (*Section V (A)(1), Substantive Standards, Standards of Accreditation*).
16. Aviator College of Aeronautical Science & Technology must demonstrate compliance with accrediting standards regarding recruitment and admissions as follows:
- a. Aviator College of Aeronautical Science & Technology must demonstrate that a school's personnel are trained and qualified to engage in recruiting activities (*Section IV (A)(5), Substantive Standards, Standards of Accreditation*).
 - b. Aviator College of Aeronautical Science & Technology must demonstrate that the school has in place policies and procedures and takes reasonable steps to ensure that its personnel do not make false, exaggerated, or misleading statements about the school, its personnel, its training, its services, or its accredited status and to ensure that its personnel do not make explicit or implicit promises of employment or salary prospects to prospective students (*Section IV (A)(8), Substantive Standards, Standards of Accreditation*).
 - c. Aviator College of Aeronautical Science & Technology must demonstrate that the school internally reviews and evaluates its recruiting policies and procedures and the performance of personnel involved in recruiting activities for compliance with accrediting standards and applicable law and regulation at least once annually and maintains documentation of the review and evaluation (*Section IV (A)(9), Substantive Standards, Standards of Accreditation*).
 - d. Aviator College of Aeronautical Science & Technology must demonstrate that the school does not use endorsements from currently enrolled students in promotional activities (*Section IV (B)(4)(a), Substantive Standards, Standards of Accreditation*).

17. Aviator College of Aeronautical Science & Technology must demonstrate compliance with accrediting standards regarding enrollment agreements as follows:
 - a. Aviator College of Aeronautical Science & Technology must demonstrate that the school furnishes a copy of the enrollment agreement to the applicant at the time the applicant signs and furnishes a final copy of the enrollment agreement signed by both parties to the student prior to the student starting class (*Section IV (C)(2)(d), Substantive Standards, Standards of Accreditation*).
 - b. Aviator College of Aeronautical Science & Technology must demonstrate that an enrollment agreement is not binding until it has been signed by the student and accepted by the appropriate school official (*Section IV (C)(2)(e), Substantive Standards, Standards of Accreditation*).
18. Aviator College of Aeronautical Science & Technology must demonstrate compliance regarding program evaluation as follows:
 - a. Aviator College of Aeronautical Science & Technology must demonstrate that it has a systemic and evidence-based program evaluation process for each occupational program, or each group of related occupational programs designed to:
 - i. Evaluate curriculum and course content;
 - ii. Assess the appropriateness of that coursework in relation to program objectives;
 - iii. Assess the adequacy of program equipment and supporting resource materials;
 - iv. Assess student achievement outcomes and program viability; and
 - v. Make revisions to the curriculum as deemed necessary (*Section II (A)(4)(a)(i-v), Substantive Standards, Standards of Accreditation*).
 - b. Aviator College of Aeronautical Science & Technology must demonstrate that its program evaluation process is comprehensive, conducted by faculty and educational administrators regularly, and uses input from internal and external sources including the following:
 - i. An independent and diverse Program Advisory Committee (“PAC”) for each program area;
 - ii. Student and alumni input collected through sources; and
 - iii. Other resources as useful, needed, and appropriate (*Section II (A)(4)(b), Substantive Standards, Standards of Accreditation*).
 - c. Aviator College of Aeronautical Science & Technology must demonstrate that it provides that it gives consideration to the input received from the sources which are a part of its program evaluation process (*Section II (A)(4)(c), Substantive Standards, Standards of Accreditation*).
19. Aviator College of Aeronautical Science & Technology must demonstrate that the school promotes academic integrity and has policies and controls to discourage academic dishonesty (i.e., cheating, plagiarism, etc.) and clearly communicates the consequences of such behavior (*Section VII (A)(2)(d), Substantive Standards, Standards of Accreditation*).
20. Aviator College of Aeronautical Science & Technology must demonstrate that the school has established appropriate criteria (e.g., comparability, applicability, source, and age of the previously earned credit; academic preparedness of the student at the time of credit transfer, grade earned for the credit to be transferred; etc.) and that the school applies a systematic, consistent process for determining whether to accept credit earned at other institutions for transfer (*Section II (A)(10)(a)(i), Substantive Standards, Standards of Accreditation*).

21. Aviator College of Aeronautical Science & Technology must demonstrate compliance with accrediting standards specific to the school's learning resource system as follows:
 - a. Aviator College of Aeronautical Science & Technology must demonstrate that the use of the learning resource system materials are integrated into a school's curriculum and program requirements as a mechanism to enhance the educational process and to facilitate positive learning outcomes for students (*Section II (A)(6)(c), Substantive Standards, Standards of Accreditation*).
 - b. Aviator College of Aeronautical Science & Technology must demonstrate that qualified personnel orient, train, and assist students and faculty in the use of the learning resource system in a manner that supports learning objectives (*Section II (A)(6)(e), Substantive Standards, Standards of Accreditation*).
22. Aviator College of Aeronautical Science & Technology must demonstrate that the school has a process to have a leave of absence approved and that if a student does not return following a leave of absence, the school terminates the student and applies the school's refund policy in accordance with the applicable and published requirements (*Section VII (A)(3)(c)(i & iii), Substantive Standards, Standards of Accreditation*).
23. Aviator College of Aeronautical Science & Technology must demonstrate that the school discloses the graduation rate, graduate employment rate, and as applicable licensure certification examination pass rate for each program offered as last reported to the Commission and that the disclosure for each program's graduation rate, graduation employment rate, and licensure/certification examination pass rate includes the program population base and timeframe upon which each rate is based (*Section IV (C)(3), Substantive Standards, Standards of Accreditation*).
24. Aviator College of Aeronautical Science & Technology must demonstrate that all advertising, promotional materials, statements, and claims are truthful and accurate and avoid leaving any false, misleading, misrepresenting, or exaggerated impressions with respect to the school, its location, its name, its personnel, its training, its services, or its accredited status (*Section IV (B)(1), Substantive Standards, Standards of Accreditation*).
25. Aviator College of Aeronautical Science & Technology must demonstrate that the school has and adheres to a policy and procedure for fairly and consistently handling and addressing student complaints (*Section VI (D)(1), Substantive Standards, Standards of Accreditation*).
26. Aviator College of Aeronautical Science & Technology must demonstrate that the branch campus located in Kissimmee, Florida is adequately managed in accordance with the requirements of *Section I, Substantive Standards, Standards of Accreditation* and meets all accreditation requirements.