



## **Programmatic Accreditation Communicating with Academic Program Quality (APQ)**

### **Annual Status Update**

In October of each year, APQ requests the status of each academic program regarding its accreditation status. APQ receives periodic requests from the university's institutional accreditor, SACSCOC, and federal regulatory agencies including the U.S. Department of Education and the Student Exchange and Visitor Program (a program run by U.S. Immigration and Customs Enforcement) on the status of the university's accredited programs. For these reasons, APQ maintains an inventory of the university's accredited degree programs and requests that all colleges verify their programs' information on an annual basis.

### **Programmatic Accreditation Preparation Form**

Based on the dates provided in the annual status update, APQ will send a preparation form to units with programs that are seeking accreditation or reaffirmation of accreditation. We ask that units complete the form to the best of their knowledge and inform us of any updates or changes that arise throughout the process.

### **Applying for Initial Accreditation**

Units should notify APQ **a minimum of six months** prior to applying for accreditation. This allows all parties adequate time to ensure a successful outcome. APQ offers consultation services on the application and is required to review the self-study prior to its submission to the programmatic accreditor. If signatures of the president or provost are required, we will request them. Please provide ample time for us to obtain them.

### **Self-Study Report Review**

APQ reviews self-study reports prior to their submission to the programmatic accrediting agency. APQ conducts these reviews primarily to ensure that the university is described in consistent terms with regard to its mission, governance structure, financial and physical resources, and policies and procedures. Submit the report, including all appendixes, to APQ **at least one month prior** to the date it is due to the accreditor. The report should be reviewed and approved by the college dean **prior to submission to APQ**.

### **Correspondence**

Send APQ a copy of all official correspondence sent to and received from your accreditor, including the items listed below. As in the self-study process, APQ will need **at least one month** to review subsequent reports and to provide feedback to the unit when the programmatic accreditor requests additional information or if the program is found to be in noncompliance.

- a. letter stating reaffirmation of program(s)
- b. committee action report or final results of accreditation reviews
- c. program responses to issues of noncompliance
- d. other relevant correspondence affecting accreditation status