



UNIVERSITY OF CENTRAL FLORIDA

Division of Academic Affairs

Specialized Accreditation: Communicating with Academic Program Quality

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 review process.

Annual Updates

In October of each year, APQ reports to the Florida Board of Governors on behalf of the university on the status of each academic program with regard to its accreditation status. This report is completed for all degree programs and includes the categories *planning for accreditation*, *accredited*, and *not seeking accreditation*. In addition, 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.

Self-Study Report Review

Self-studies are reviewed by APQ prior to their submission to the accrediting agency. Submit the report, including all appendices, to APQ **at least one month prior** to the date it is due to the accreditor. 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.

A resource guide (**available soon!**) on the APQ website contains language that may be helpful in writing the self-study and in responding to standards from an accrediting agency.

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.

- 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