



Site Visits FAQ

1. Are site visits a new process or procedure for NACEP?

- No, NACEP has a history of facilitating site visits. This policy can be found in the Accreditation policy and procedures manual. Site visits are typically for programs that received an extension, on probation or for accredited programs that are not in compliance with NACEP standards.

2. Why did the Accreditation Commission vote to include site visits in the accreditation cycle?

- The NACEP Accreditation Commission recognizes that site visits provide an in-depth view of program activity, add voices and representation to the accreditation process, and allow review teams to better explore questions or concerns that emerge during the process of application review.

3. When did the Commission vote to implement site visits in the accreditation cycle?

- In 2018... the Commission initially voted to start with the 2019-20 cycle but it was delayed because the protocols were not developed.
- The 20-21 accreditation cycle was paused due to the pandemic.
- The Commission voted to pilot site visits with the 21-22 cycle.

4. When will applicants host the Virtual Site Visit?

- Site Visits will begin in January and conclude mid-March of the accreditation application cycle.
- The Commission and Review Team availability will be sent to the applicant mid-December.

5. Is the site visit a multi-day event?

- Site visits are a series of scheduled conversations – these conversations may take place all in one day or over multiple days depending on scheduling constraints.

6. Is there a cost associated with the site visit?

- There are no costs or fees to host a virtual site visit.

7. What technology software will be used to host the Virtual Site Visit?

- The applicant will choose the software that is readily available on their campus to host virtual meetings.

8. Who will participate in the site visit interviews?

- The applicant will schedule key stakeholder interviews with institution leadership, staff, faculty, program staff, concurrent enrollment instructors and students.

9. What is the purpose/goal of the site visit?

- Interviews are opportunities for the Review Team to have personal interaction with the concurrent enrollment program stakeholders.
- They offer an opportunity to ask clarifying questions about specific standards of concern, in context to concurrent enrollment program operations, policies and procedures.
- Interviews are a time to verify the documentation that was reviewed, answer questions, and clarify documentation that was confusing and/or ambiguous.
- Interviews are an opportunity to learn how documentation is implemented or operationalized in order to gain insight into the concurrent enrollment program.

10. What is the role of the Commissioner?

- The Commissioner makes the ultimate decision to accredit or deny accreditation; it is imperative that they attend the site visit as an observer and advisor. They have the option to participate in key stakeholder interviews.

11. What is the role of the Peer Review Team?

- After reviewing the request for additional evidence, the Review Team will identify standards that do not meet or exceed the required evidence for the standards.
- The Review Team will compile a list of clarifying questions and inquiries for the applicant.
- Review Team members will solidify roles and responsibilities (e.g. interviewer and note taker) prior to the site visit.