



NATIONAL ALLIANCE OF
CONCURRENT ENROLLMENT
PARTNERSHIPS

Successfully Building an Exemplary Accreditation Application & Navigating the Peer Review Process

NACEP Winter Accreditation Institute
February 22, 2017

Peer Review Process

- **Purpose of accreditation:** program improvement and quality assurance
- **Evaluative**, yet collegial, assessment of evidence
- Burden of proof is on **you**
- Each CEP uses **unique language** & operates in **unique** institutional and state policy **contexts**
- Accreditation Guide is a **resource** used by you and by reviewers
- There are **many ways** to meet a standard
- Standards are reviewed both **individually** and **holistically**

Accreditation Review Team Structure



Peer Review Process

January 31: File an Intent to Apply Form, reviewed by an Accreditation Commissioner

June 15: Upload application, screened by a Commissioner

September/October: Receive First Request for Additional Evidence and Interview with Peer Review Team at the NACEP Conference or by Teleconference

December: Applicant uploads Response to First Request

January: Second (and final) Request for Additional Evidence (if necessary)

February: Applicant uploads Response to Second Request

By May 1: Accreditation Commission Vote and Notification

Compiling an Application

Critical Factors for Success

Make sure that your application:

- Includes only and all ***concurrent enrollment*** as defined by NACEP: college credit-bearing courses taught by high school teachers to high school students (see **Definition**, p.6; **Scope**, p.7)
- Demonstrates that you have implemented all policies and practices described in the Standards ***during the school year immediately preceding the application***
- Provides clear, well-organized documentation so that reviewers can verify that the practices are in place

If your CEP is operated across a multi-campus college system, please review that section of the Accreditation Guide and consult with us.

Compiling an Application, cont.

- Organize electronic files for online submission, following NACEP's electronic application requirements
- Use coversheets to explain how your evidence demonstrates your practice
- Be consistent in naming and courses across coversheets, supporting documents, brochures, and webpages
- Have faculty describe their practices and sign the Standard Assessment Form

Electronic Application Requirements

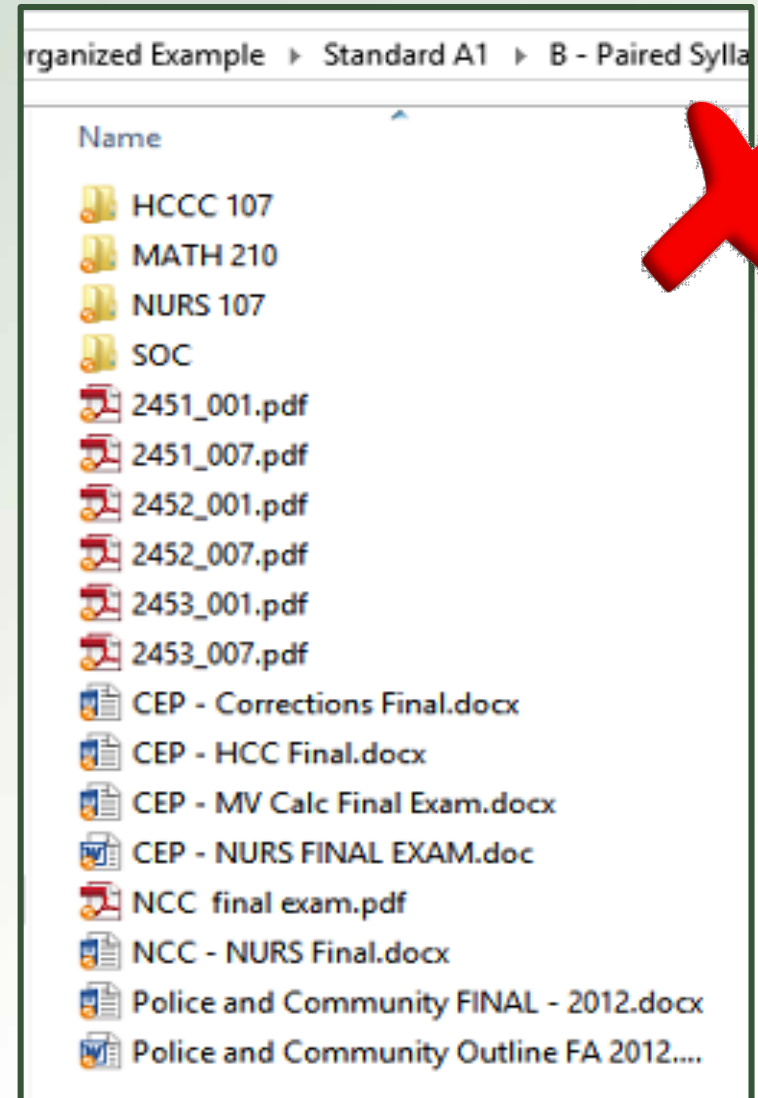
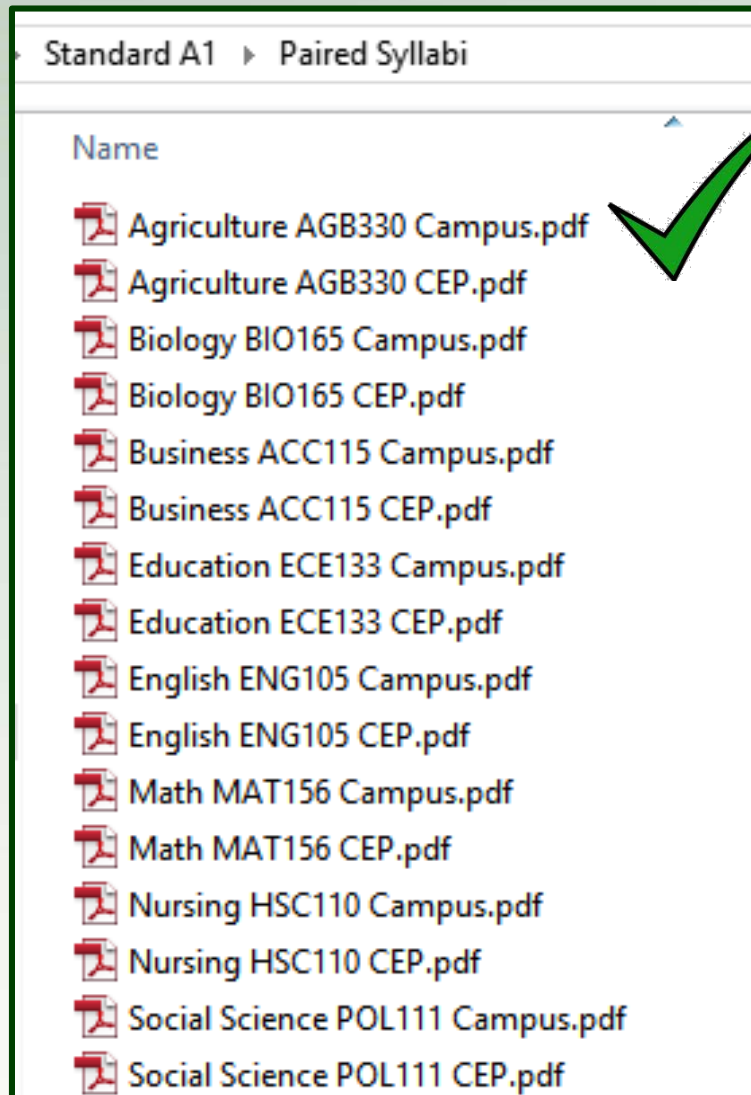
Required Folder Structure



- Program Description
- Curriculum Standards
 - Standard C1
 - Standard C2
 - Standard C3
- Faculty Standards
 - Standard F1
 - Standard F2
 - Standard F3
 - Standard F4
- Student Standards
 - Standard S1
 - Standard S2
 - Standard S3
- NACEP Assessment Standard Forms
- Assessment Standards
 - Standard A1
 - Paired Syllabi
 - Standard A2
 - Standard A3
 - Paired Assessments
- Evaluation Standards
 - Standard E1
 - Standard E2
 - Standard E3
 - Standard E4

















Electronic Application Requirements

Paired Syllabi



Electronic Application Requirements

Paired Assessments

Paired Assessments	
A3 Example ▶ Standard A3 ▶ Paired Assessments	
Name	
 Agriculture AGB330 Assignment Campus.pdf	
 Agriculture AGB330 Assignment CEP.pdf	
 Biology BIO165 Lab Assignment Campus.pdf	
 Biology BIO165 Lab Assignment CEP.pdf	
 Business ACC115 Exam Campus.pdf	
 Business ACC115 Exam CEP.pdf	
 Education ECE133 Rubric Campus.pdf	
 Education ECE133 Rubric CEP.pdf	
 English ENG105 Assignment Campus.pdf	
 English ENG105 Assignment CEP.pdf	
 Math MAT156 Final Exam Campus.pdf	
 Math MAT156 Final Exam CEP.pdf	
 Nursing HSC110 Exam Campus.pdf	
 Nursing HSC110 Exam CEP.pdf	
 Social Science POL111 Assignment Campus.pdf	
 Social Science POL111 Assignment CEP.pdf	

What's Next?

10:45-11 a.m.	Break		
11-11:45 a.m.	Washington State Meeting		From the Eyes of a Peer Reviewer
11:55-12:35	Lunch		