



NATIONAL ALLIANCE OF
CONCURRENT ENROLLMENT
PARTNERSHIPS

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

NACEP Summer Accreditation
Institute
June 16, 2016

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

2016-17 Accreditation Review Timeline

January 31

File an Intent to Apply Form

July 1

Upload application, screened by an Accreditation Commissioner

August 15

Applications assigned to Peer Review Teams

October 7

Receive first Request for Additional Evidence

By October 28

Interview with Peer Review Team at the NACEP Conference or by Teleconference

Peer Review Process

2016-17 Accreditation Review Timeline (cont.)

December 9

First response from Applicant with additional documentation

January 27, 2017

Second and final Request for Additional Evidence (if necessary)

March 10

Second response from Applicant with additional documentation

March 31

Peer Review Team submits Final Report to the Accreditation Commission

By May 1

Accreditation Commission Vote

Application Fees

In order for NACEP to assign a Peer Review Team, colleges and universities must:

- Be a postsecondary member in good standing
- Submit an Intent to Apply form by **January 31, 2017** and pay the \$100 Intent Form filing fee
- Submit an electronic application for NACEP accreditation by **July 1, 2017**
- Pay an application processing fee of \$400 (initial applicants) or \$300 (reaccreditation applicants)

*Current fees listed reflect 2016 rates

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 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

- Use coversheets to explain how your evidence documents your practice
- Organize electronic files for online submission, following NACEP's electronic application requirements
- Be consistent in program name in all coversheets, supporting documents, brochures, and webpages
- Have faculty 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
- Assessment Standards
 - NACEP Assessment Standard Forms
 - Standard A1
 - Standard A2
 - Standard A3
 - Paired Syllabi
 - Paired Assessments
- Evaluation Standards
 - Standard E1
 - Standard E2
 - Standard E3
 - Standard E4

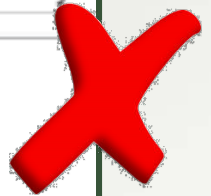
Electronic Application Requirements

Paired Syllabi

Standard A1 ▶ Paired Syllabi	
Name	
	Agriculture AGB330 Campus.pdf
	Agriculture AGB330 CEP.pdf
	Biology BIO165 Campus.pdf
	Biology BIO165 CEP.pdf
	Business ACC115 Campus.pdf
	Business ACC115 CEP.pdf
	Education ECE133 Campus.pdf
	Education ECE133 CEP.pdf
	English ENG105 Campus.pdf
	English ENG105 CEP.pdf
	Math MAT156 Campus.pdf
	Math MAT156 CEP.pdf
	Nursing HSC110 Campus.pdf
	Nursing HSC110 CEP.pdf
	Social Science POL111 Campus.pdf
	Social Science POL111 CEP.pdf



















Organized Example ▶ Standard A1 ▶ B - Paired Syllabi	
Name	
	HCCC 107
	MATH 210
	NURS 107
	SOC
	2451_001.pdf
	2451_007.pdf
	2452_001.pdf
	2452_007.pdf
	2453_001.pdf
	2453_007.pdf
	CEP - Corrections Final.docx
	CEP - HCC Final.docx
	CEP - MV Calc Final Exam.docx
	CEP - NURS FINAL EXAM.doc
	NCC final exam.pdf
	NCC - NURS Final.docx
	Police and Community FINAL - 2012.docx
	Police and Community Outline FA 2012....



Electronic Application Requirements

Paired Assessments

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

