



# NAEYC Voluntary Relinquishment Form

## PURPOSE

A currently accredited program that submits this form is voluntarily relinquishing the program's NAEYC Accreditation. This means that the program will no longer be currently accredited, will be removed from the NAEYC website's Accredited Program Search, and may no longer advertise itself as an NAEYC Accredited Program. Programs that voluntarily relinquish their NAEYC Accreditation must remove the NAEYC logo and torch from brochures, stationary, and all other public information, including advertising.

## PROGRAM INFORMATION

### Program Identification

Program Name:

*Legal name to appear on all correspondence and official documents from NAEYC, including the NAEYC Accreditation Certificate.*

Program ID#:

### Program Address

Street Address:

Suite/dept/floor:

City:

State:

Zip:

County:

Country:

Phone:

Fax:

Email:

Website:

## STATEMENT OF RELINQUISHMENT

I wish to voluntarily relinquish the current NAEYC Accreditation for the program stated above. I understand that NAEYC Accreditation cannot be reinstated once it has been relinquished.

### Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

### Reason for Relinquishing NAEYC Accreditation

- |  |   |   |
|--|---|---|
| <input type="checkbox"/> Program Closed        | <input type="checkbox"/> Standards & Criteria | <input type="checkbox"/> Low Enrollment |
| <input type="checkbox"/> Cost of Accreditation | <input type="checkbox"/> Licensing Violations | <input type="checkbox"/> Other:         |
| <input type="checkbox"/> Staff Qualifications  |   |   |

## SUBMISSION INSTRUCTIONS

**Mail:**

NAEYC Academy  
Attn: Quality Assurance  
1313 L Street NW, Suite 500  
Washington, DC 20005-4101

**Email:**

[qualityassurance@naeyc.org](mailto:qualityassurance@naeyc.org)

**Fax:**

(202) 232-1720

*NAEYC accepts the postmark date, the fax date, or the e-mail sent date as the submission date. NAEYC recommends that programs obtain written confirmation of receipt of all forms sent to NAEYC P.O. Boxes. Please discuss tracking options with your local Post Office. NAEYC is not able to sign for materials that are delivered to a P.O. Box by an individual courier such as UPS or FedEx. Similarly, NAEYC recommends that programs save a copy of any fax confirmation pages or automated e-mail replies as confirmation of receipt of all forms emailed to NAEYC.*

*Copy this form for your program's records before submission. NAEYC will not return this form to the program.*