

March 2016 NAEYC Higher Education Accreditation Policy Updates

<p>Extension Policy for Renewal Self-Study Report</p>	<p>A program’s NAEYC higher education accreditation status runs on a seven-year cycle. Thus, a program should submit a renewal Self-Study Report in lieu of a sixth Annual Report. Should a program require an extension, it must submit a written request to NAEYC staff (at least three months prior to the report due date, unless there are extenuating circumstances) and clearly state the reason for the extension as well as how the extension will enable the program to address the underlying circumstance. The Commission’s Executive Committee will review the request and decide whether to grant the extension. Decisions will be made on a case-by-case basis. Only six-month extensions will be granted. If a program should need additional time, it must submit another extension request. A maximum of two extension requests will be considered before a program is placed on probation. If a program receives an extension on submitting a renewal Self-Study Report, its current accreditation period is extended to accommodate this additional time.</p>	<p>This is a new policy.</p>
<p>Extension Policy for Site Visits</p>	<p>When a program has submitted its Self-Study Report it will receive confirmation from NAEYC staff that the report is complete and NAEYC is ready to schedule a site visit. At that time, if the program requires a delay in hosting the visit, the program can submit a written request to NAEYC staff to delay its site visit to the semester after the date proposed by NAEYC. Decisions will be made on a case-by-case basis—by staff in the case of programs preparing for their first accreditation site visit, and by the Commission Executive Committee in the case of renewal site visits. In either case, programs may be required to submit an updated Self-Study Report closer to the time of the visit.</p> <p>If the visit is unable to proceed as scheduled due to weather, governmental order, or other cause beyond the control of the institution, the visit will be rescheduled at a mutually acceptable future date at no additional cost to the institution. If the institution cancels the visit for any other reason than specified above, the institution will bear responsibility for any costs associated with rescheduling.</p> <p>If an accredited program receives an extension on hosting a renewal site visit, its current accreditation period is extended to accommodate this additional time.</p>	<p>This is a new policy.</p>

<p>Extension Policy for Annual Reports</p>	<p>Accredited programs submit Annual Reports that include program information updates as well as updated data on one key assessment [note: programs accredited with conditions may be submitting additional data in response to their conditions]. Should a program require an extension in submitting an Annual Report, it must submit a written request to NAEYC staff (at least three months prior to the report due date, unless there are extenuating circumstances) and clearly state the reason for the extension. The Commission Executive Committee will review the request and decide whether to grant the extension. Decisions will be made on a case-by-case basis. Only one six-month extension will be granted. Should a program not meet the extended deadline, it may be placed on probation.</p>	<p>This is a new policy.</p>
<p>Site Visit Policy and Fee</p>	<p>Programs will pay a flat fee of \$6500 to NAEYC to cover the administrative costs associated with arranging logistics as well as the direct expenses associated with the reviewers' airfare, mileage reimbursement, hotel costs, meals, and transportation between the host airport and the hotel and between the hotel and campus each day.</p> <p>Site visit fees are non-refundable. If the visit is unable to proceed as scheduled due to weather, governmental order, or other cause beyond the control of the institution, the visit will be rescheduled at a mutually acceptable future date at no additional cost to the institution. If the institution cancels the visit for any other reason than specified above, the institution will bear responsibility for any costs associated with rescheduling.</p>	<p>Over the last year, NAEYC has been phasing in this policy and fee for site visits (it became permanently effective April 2015). This policy shifts the responsibility of coordinating site visits from the program to NAEYC, it more clearly articulates who covers fees associated with rescheduling site visits, and it requires a flat fee for site visits.</p>