

# Provisional Accreditation Which Option Do I Choose?

## What Is Provisional Accreditation?

Provisional Accreditation is a new way that programs can engage in the accreditation process during this time if an onsite observation visit is not possible. It is an opportunity for you to share your program's portfolios with NAEYC assessors digitally for review. If your portfolios meet the assessment items for a passing score, you will obtain a provisional accreditation, which will be in effect until a NAEYC assessor can conduct an onsite observation visit.

## Choosing Between Provisional Accreditation and Standard Accreditation

If your program is serving children and essential visitors are allowed in the building, choose to have a standard on-site visit to obtain full accreditation.

If your program is serving children, but visitors aren't allowed, choose provisional accreditation and submit your portfolios digitally to our secure sharing site. NAEYC staff will review and score your portfolios, and you will wait to schedule your on-site visit for observation only when the time is feasible.

## Creating Digital Portfolios for Provisional Accreditation

Are your portfolios in paper format (binders or file folders), and now you've chosen provisional accreditation and need to digitize them? Use our **"How to Digitize Your Portfolio"** and **"Digital Portfolio Tip Sheet"** to help you. Portfolio templates are available for you to use. View our webinar **"How to Use ShareFile"** to understand how to use it. While these templates are available, you also have the option to create a different portfolio format that best fits your program.

Already have digital portfolios? You may be able to upload a copy into our secure sharing platform, ShareFile, for an assessor to evaluate them. Refer to "what to upload" below for how to use ShareFile.

## What to Upload

If you choose provisional accreditation, we will ask you to submit a program portfolio, plus one class portfolio for each age category served in your program. Your digital portfolios will upload to our secure sharing platform, ShareFile. Use our ShareFile resources—a **webinar** and a **PDF**—to help you along.

## The Provisional Accreditation Decision

Please allow us up to three months to assess your portfolios and give you a decision. To achieve provisional accreditation, you must receive an overall score of 80% or greater across all items assessed, in all of the submitted class portfolio(s) and program portfolio. You must also meet the 2 “required” items in your Program Portfolio. Final decisions are *Provisional Accreditation Approved* or *Accreditation Deferred*. If you achieve provisional accreditation, your accreditation is valid for five years.

## Achieving Full Accreditation

To complete the provisional accreditation process, an assessor will conduct an on-site, observation-only visit when that becomes feasible. Staff qualifications as reported in the portal will also be reviewed at this time. We are anticipating starting visits in 2022. If your program passes, we will grant you full NAEYC accreditation!