



December 14, 2016

VIA EMAIL & FEDERAL EXPRESS
(abalanguage@gmail.com)

Dr. Kyung Kim
Acting President
ABA Language Institute
1001 W. Cheltenham Ave.
Melrose Park, PA 19027

***Re: Accreditation Withdrawn – Not a Final Action
ACCET ID #1436***

Dear Dr. Kim,

At its December 2016 meeting, the Accrediting Commission of the Accrediting Council for Continuing Education & Training (ACCET) voted to withdraw accreditation while on a show cause directive from ABA Language Institute, located in Melrose Park, Pennsylvania.

The decision was based upon a careful review and evaluation of the record. At the August 2016 Commission meeting, the Commission reviewed the Quality Assurance Visit report (visit conducted June 14, 2016) and the institution's response (dated July 14, 2016). The Commission noted serious areas of concern and directed a two-person Follow-Up Visit to take place in the December 2016 accreditation cycle to review all areas stipulated in the Quality Assurance Visit report, as well as directed an interim report to address serious areas of concern regarding Standards II-A: Governance, III-B: Financial Procedures, VIII-B: Attendance, VIII-C: Satisfactory Academic Progress, and IX-A: Completion and Placement. The institution failed to submit its Document 8 and Follow-Up Visit fee, despite multiple attempts to reach the institution by phone, email, and certified letter, resulting in the cancellation of the Follow-Up Visit and a referral to the ACCET Executive Committee of the Accrediting Commission. As outlined in the October 6, 2016 Action Letter, the ACCET Executive Committee voted to issue a Show Cause directive requiring the institution to demonstrate why its accreditation should not be withdrawn and directed the institution to submit additional items as part of the interim report, including information relative to financial stability and a Teach-Out Plan in accordance with Document 32 – Teach-Out/Closure Policy. However, the institution failed to submit the required interim report for review at the December 2016 Commission meeting. The institution's lack of response resulted in the Commission voting to withdraw accreditation.

Since withdrawal of reaccreditation is an adverse action by the Accrediting Commission, the institution may appeal the decision. The full procedures and guidelines for appealing the decision are

outlined in Document 11 - Policies and Practices of the Accrediting Commission, which is available on our website at www.accet.org.

If the institution wishes to appeal the decision, the Commission must receive written notification no later than fifteen (15) calendar days from receipt of this letter, in addition to a certified or cashier's check in the amount of \$8,500.00, payable to ACCET, for an appeals hearing. This notification must be accompanied by an affidavit signed by an authorized representative of the institution indicating that a Notice of Status of Accreditation notifying interested parties of the Commission's adverse action has been disseminated to new enrollees and posted in conspicuous places at the institution to include, at minimum, the admissions office and student lounge or comparable location. In addition, the institution must submit a written teach-out plan that is in accordance with ACCET Document 32 – Closing/Teach-Out Policy.

In the case of an appeal, a written statement, plus six (6) additional copies regarding the grounds for the appeal, saved as **PDF documents and copied to individual flash drives**, must be submitted to the ACCET office within sixty (60) calendar days from receipt of this letter. The appeal process allows for the institution to provide clarification of and/or new information regarding the conditions at the institution at the time the Accrediting Commission made its decision to deny or withdraw accreditation. The appeal process does not allow for consideration of changes that have been made by or at the institution or new information created or obtained after the Commission's action to deny or withdraw accreditation, except under such circumstances when the Commission's adverse action included a finding of non-compliance with Standard III-A, Financial Stability, whereupon the Appeals Panel may consider, on a one-time basis only, such financial information provided all of the following conditions are met:

- The only remaining deficiency cited by the Commission in support of a final adverse action decision is the institution's failure to meet ACCET Standard III-A, Financial Stability, with the institution's non-compliance with Standard III-A the sole deficiency warranting a final adverse action.
- The financial information was unavailable to the institution until after the Commission's decision was made and is included in the written statement of the grounds for appeal submitted in accordance with the ACCET appeals process; and
- The financial information provided is significant and bears materially on the specified financial deficiencies identified by the Commission.

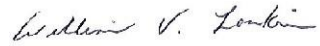
The Appeals Panel shall apply such criteria of significance and materiality as established by the Commission. Further, any determination made by the Appeals Panel relative to this new financial information shall not constitute a basis for further appeal.

ABA Language Institute

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Sincerely,

A handwritten signature in cursive script that reads "William V. Larkin".

William V. Larkin, Ed.D.

Executive Director

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CC: Mr. Herman Bounds, Chief, Accreditation Division, US ED (aslrecordsmanager@ed.gov)
Ms. Katherine H. Westerlund, Certification Chief, SEVP
(katherine.h.westerlund@ice.dhs.gov)
Ms. Rachel Canty, Director of External Operations, SEVP (rachel.e.canty@ice.dhs.gov)