Dear ACCET Members and Other Colleagues:

This letter provides information regarding actions taken by the ACCET Accrediting Commission at its December 2020 meeting. Specific reports relative to the December 2020 Commission meeting are available on the ACCET website under the “Commission” tab, including: (1) Final Actions Taken by the Commission (referenced by institution), (2) Summary Statistics of Actions Taken by the Commission, and (3) a copy of this Accrediting Commission Report, which describes new and/or revised ACCET policy documents considered by the Commission for final approval or call for comment. Also available on the website is a request for written comments relative to institutions scheduled for consideration of accreditation at the Commission’s April and August 2021 meetings.

A summary of Commission actions taken at the December 2020 meeting regarding ACCET policies is provided below, including: (1) final documents approved by the Commission (available on the ACCET website under “Documents and Forms”) and (2) call for comment on proposed revisions to policy documents.

As a reminder, the Commission’s Standards and Policy Review Committee (SPRC) conducts an ongoing review of each ACCET policy document at least every five years. Additionally, SPRC considers specific policy documents for review and revision to address governmental regulatory requirements, arising issues of concern, and/or the need for additional policy guidance. Member institutions and other interested parties are invited and encouraged to submit their written comments to proposed changes to ACCET policies and standards (available on the ACCET website under “News”).

**FINAL APPROVAL**

1. **Document 3.CBE – Competency-Based Education (CBE) Template**

   Approved is a Competency-Based Education (CBE) Template for institutions offering courses and/or programs using the CBE methodology. The template expands upon the ACCET Standards by adding Specific Field Criteria and Supplemental Questions/Statements in order to elicit a more relevant and valid self-evaluation of the institution and emphasize those standards where unique characteristics are identified for competency-based instruction.

   Approved is a course/credit-based approach to competency-based education. The template states: “Students progress through competency-based education by demonstrating competencies specified at the course and/or program level. This is known as a course/credit-based approach to CBE which is supported by ACCET processes. (Note: ACCET does not support a direct assessment approach to CBE at this time.)”

   This document was prepared by a Competency-Based Education Taskforce with significant CBE expertise and experience.

   Approved is a change to the appeals process to more clearly identify the type of notice required to be distributed to all enrollees and conspicuously posted by an institution requesting an appeal of a withdrawal or denial of accreditation.

3. **Document 25 – Policy for New, Revised, and Existing Programs/Courses**

   Approved is the addition of the following language to mirror that of occupational associate degrees: “An ACCET accredited institution that offers applied bachelor’s degree programs must provide the general education courses necessary to meet the specific degree requirements by: (1) delivering the general education courses through the institution and/or (2) establishing an executed articulation agreement with a degree-granting institution that is accredited by an accrediting agency recognized by the US Department of Education whereby the degree-granting institution delivers the general education course required for the applied bachelor’s degree.” Also approved is a maximum number of credits (50%) that may be awarded for prior learning or transferred into an applied bachelor’s degree program.

4. **Document 28.3 – Completion and Placement Verification**

   Approved is the conversion of this document from a pilot to an established ACCET policy, with some modifications.

5. **Document 31.AVOC – Cancellation and Refund Policy**

   For ease of review, approved is a new separate document that identifies the cancellation and refund policy for avocational programs, except avocational ESOL programs.

6. **Document 38 – Certification and Licensing Policy**

   Approved is the addition of language requiring institutions to disclose whether program graduates will be eligible to apply for any mandatory certification and licensing, as required by new federal regulations (effective July 1, 2020).

7. **Proposed Timeline for 5-Year Review of Standards for Accreditation**

   Approved is a timeline for the 5-year review of Standards for Accreditation required by the Bylaws and the U.S. Department, with the membership scheduled to consider proposed revisions at the 2021 November Membership Meeting.