

BSR/ICE 1100-201x, ICE 1100-201x - Standard for Assessment-Based Certificate Programs
(revision and redesignation of ANSI/NOCA 1100-2009)

Second Public Review (December 2018) Proposed Independent Substantive Changes to Previous Public Review Draft

Note to Reviewers: This public review draft makes proposed independent substantive changes to the previous public review draft. These changes are indicated in the text by underlining (for additions) and strikethrough (for deletions). Only these changes to the previous draft are open for review and comment at this time. Additional material is provided for context only and is not open for comment except as it relates to the proposed substantive changes.

Revise Section 2.6 as follows:

- 2.6** The certificate provider shall contract with or employ a sufficient number of individuals necessary for the operational management of the program. The required qualifications, credentials, skills, and competencies for such individuals and their responsibilities relating to the program shall be ~~specific~~ specified and documented by the certificate provider.

Revise Section 3.0 as follows:

3 Policies and Procedures

The certificate provider is responsible for defining, documenting, and maintaining policies and procedures that ~~confirm~~ conform to this Standard and that are made accessible to program participants and other stakeholders, as required for the specific program.

Revise Section 3.2 as follows:

- 3.2** The certificate provider shall make publicly available:
- a) the purpose and scope of the program;
 - b) the target audience for the program;
 - c) eligibility requirements and prerequisites;
 - d) a description of the education/training provided and the intended learning outcomes;
 - e) a brief description of the assessment(s), including an overview of ~~how they are developed and validated~~ the process for developing and gathering validity evidence for the assessment(s)

Revise Section 3.4 as follows:

- 3.4** The ~~certificate provider's~~ certificate provider's policies and procedures ~~of the certificate provider, including their implementation,~~ shall be fair and equitable to eligible applicants and participants, in both substance and implementation. ~~The certificate provider must comply in compliance with all applicable legal requirements, including in providing access.~~ The certificate provider shall not deny access to applicants and participants who meet the eligibility criteria.

Revise Section 5.7 as follows:

- 5.7 The certificate provider shall ensure that the education/training follows instructional design principles and is developed by qualified individuals, which may should include SMEs, and follows instructional design principles.

Revise Section 6.13 as follows:

- 6.13 The certificate provider shall prepare an annual reports of assessment(s) results in aggregate form, summarizing the overall results of the performance of an entire class or period of time (e.g., one year) to support program evaluation and address other stakeholder interests.

Remove the following Glossary definition:

certificate maintenance

~~A system of requirements and procedures with which certificate holders must comply in order to keep a certificate.~~

Revise the following Glossary definition:

certification

~~A voluntary process by which a non-governmental body grants time-limited recognition and use of a credential to individuals who have demonstrated that they have met predetermined and standardized criteria for required knowledge, skills, or competencies. To retain the credential, certificants must meet requirements for renewal. The credential awarded by the certifier denotes that the participant possesses particular knowledge, skills, or competencies. Also known as professional or personnel certification. individuals are evaluated against predetermined standards for knowledge, skills, or competencies. Participants who demonstrate that they meet the standards by successfully completing the assessment process are granted a time-limited credential. To retain the credential, certificants must maintain continued competence.~~

Whereas the focus of an assessment-based certificate program is on education/training, the focus of professional/personnel certification is on the assessment of participants. Additionally, the certification process requires the assessment to be independent of both a specific class, course, or other education/training program and any provider of classes, courses, or programs.