

1. Providing the Chair’s Report, Institution’s Response, and Advising the Institution of Commission’s Decision

Procedure for providing the Institution with the Examining Committee Chair’s Report, allowing the institution to respond to the Chair’s Report, and notifying the institution of the Commission’s Decision

Following the visit of the Examining Committee to the institution, the Chair of the Examining Committee shall prepare a Chair’s Report that will be submitted to the DETC Executive Director. The Executive Director will send the Chair’s Report to the institution prior to its submission to the Accrediting Commission. This Chair’s Report (hereafter called Report) will describe the findings of the Examining Committee and comment upon the institution’s demonstrated compliance with, or failure to demonstrate compliance with, the standards and policies of the Commission.

The institution shall have **14 days** from the receipt of the Chair’s Report to respond. In its response, the institution may add new or supporting information or correct any incorrect statements made in the Chair’s Report. Regardless of its accredited status, all applicant institutions are obligated to keep the Commission informed of any changes in management, enrollments, etc., which occur.

The Commission will consider the Chair’s Report and the institution’s response to the Chair’s Report to make its decision.

The Commission can take one of four courses of action:

1. accredit a new applicant institution, or continue an institution’s accredited status;
2. accredit, or continue accreditation, with conditions which an institution must agree to meet within a period not to exceed a maximum of 12 months (NOTE: The Commission will initiate adverse action against the institution if it fails to meet all stipulations within the specified period, unless the Commission decides the time period should be extended for good cause);
3. defer a decision for a period not to exceed a maximum of 12 months, pending receipt of a Progress Report, or submission of additional information and, possibly, a follow-up on-site visit (unless the Commission decides the time period should be extended for good cause), or
4. deny accreditation to an applicant, or withdraw accreditation from an accredited institution.

Prior to any final adverse action by the Commission that is based solely upon a failure to meet DETC Standard IX. Financial Responsibility, the institution has the right, for a single occasion, to provide the Commission significant financial information that was not available to the institution prior to the determination of the adverse action, so long as the information bears materially on any financial deficiencies cited by the Commission. The Commission shall determine if the financial information submitted by the institution is significant and material, and if it found to be so, it will consider the new information prior to taking any final action. Any determination made with respect to the

significance or materiality of the new financial information submitted as set forth above, will not be subject to a separate appeal by the institution.

The Executive Director shall advise the chief executive officer of the institution of the decision of the Commission.

When the decision of the Commission is to deny or withdraw accreditation, the institution will be notified of the decision within **10 days** following the date of the action by the Commission. The notification will include a written statement indicating the standards, policies, or conditions for continued accreditation the institution was found not to meet. The notification will also advise the institution's of its right to appeal or request reconsideration of the decision of the Commission.

When the Commission denies or withdraws the accreditation of an institution, the action shall not be made public by the Commission until the period for requesting a reconsideration or appeal expires without the institution making such a request or until the reconsideration or appeal is denied.

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