

The Accreditation Process: Responsibilities of the School

The accreditation process is based on a five-year term accreditation. It is an ongoing process of meeting Standards, engaging in continuous improvement and demonstrating quality assurance. The following chart outlines how the process unfolds and the responsibilities of the school over the five-year term.

Timing	School's Responsibilities
Every year	<ul style="list-style-type: none"> • Adhere to the AdvancED Standards • Engage in ongoing self assessment and continuous improvement • Document results of improvement efforts • Update school demographic and contact information • Notify AdvancED of any substantive changes in the school's ability to meet the Standards
Between four weeks and six months before External Review all completed and submitted in ASSIST	<ul style="list-style-type: none"> • Self Assessment • Improvement Plan • Executive Summary • Assurances • Student Performance Diagnostic • Stakeholder Feedback Diagnostic
Year of External Review	<ul style="list-style-type: none"> • Prepare for the External Review Team, working with the Lead Evaluator to establish the review schedule and make arrangements for the team. • Gather evidence and documentation in preparation for the team's review of the school's adherence to the Standards. • Host the External Review Team. • Share the findings from the External Review Team report with the school community. • Begin acting on the team's required actions.
Following the External Review	<ul style="list-style-type: none"> • Review and discuss the findings from this report with all stakeholders. • Ensure that plans are in place to embed and sustain the strengths noted in the commendations section to maximize their impact on the school. • Develop action plans to address the required actions made by the team. Include methods for monitoring progress toward the required actions. • Use the report to guide and strengthen the school's efforts to improve student performance and school effectiveness. • Following the External Review, submit the

	<p>Accreditation Progress Report (APR) detailing progress made toward addressing the required actions. Schools are required to respond to all required actions. The required actions should be completed before the APR is submitted. The report will be reviewed at the state and national level to ensure that significant progress is being made toward the required actions. Lack of progress can result in a change in accreditation status.</p> <ul style="list-style-type: none">• Continue to meet the AdvancED Accreditation Standards, submit required reports, engage in continuous improvement and document results.
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