

Initial Inquiry/Applicant Process

PHASE ONE:

- Institution/organization makes a Request for Information at AAHEA's website at www.aahea.org and/or by contacting AAHEA directly to discuss the accreditation process.
- Institution submits a completed Inquiry Questionnaire and processing fee for preliminary determination of eligibility; initial acceptance/rejection letter is forwarded to the institution; if eligible, additional instructions will be given..
- Registration for the required Accreditation Workshop can be initialized on the AAHEA website and may be scheduled for attendance before or after submission of an application.

PHASE TWO:

- Institution completes the Application for Accreditation

PHASE THREE:

- Institution submits necessary documentation.
- On-site examination team visit(s) is scheduled.
- On-site team evaluation(s) is conducted and written team report(s) is sent to institution for review and response.
- Institutional response(s) to the on-site examination team report(s) is submitted to AAHEA.

PHASE FOUR:

- Accrediting Body reviews and makes decision regarding initial accreditation.
- Notification of Accrediting Body's decision is sent to the institution.