



# INITIAL APPLICATION

Rev.July, 2009

**Initial applicants will be asked to complete the ACICS online initial application following registration. Following are screen prints of the questions asked at each section**

## Institution



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### Initial Accreditation

Application Id

Initial Accreditation Application Process Tasks

Submit Initial Application

Institution

Personal

Student

Academic Program Information

Management Information

Date of original establishment of institution:

Date of acquisition by present ownership:

Year of establishment of present form of ownership :

Institution is:  Chartered  Licenced  Other  Registered

By the following agencies or authorities:

Continuously since what date:

Save

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Cancel



# INITIAL APPLICATION

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## Personal



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### Initial Accreditation

Application Id

Initial Accreditation Application Process Tasks

Submit Initial Application

Institution

**Personal**

Student

Academic Program Information

Management Information

Number of Administrative Staff

FT  PT

Number of Faculty Members

FT  PT

Of The Faculty Members:

Number who hold the Bachelor's Degree

FT  PT

Number who hold the Master's Degree

FT  PT

Number who hold the Doctorate Degree

FT  PT

Number of Admissions Representative

FT  PT

Save

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Cancel



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## Student



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### Initial Accreditation

Application Id  Tasks

- 
- 
- 
- 
- 

Is High School graduation required for admission to the institution programs?  Yes  No

If no, explain the nature of exceptions.

#### Enrolled Students

<input type="text"/> Full Time	<input type="text"/> Day
<input type="text"/> Part time	<input type="text"/> Evening
<input type="text"/> Total	<input type="text"/> Online

Total number of graduates who have completed a program during the past Annual Institutional Year:

<input type="text"/> Certificate	<input type="text"/> Diploma
<input type="text"/> Occupational Associates Degree	<input type="text"/> Academic Associates Degree
<input type="text"/> Doctorate's Degree	

#### Students are currently enrolled as:

Public, Tuition Paying Students:  Yes  No

Private(e.g. contractual training for private partnership act students):  Yes  No

Government-sponsored (e.g., Job Training Partnership Act Students):  Yes  No

Explain any private or government-sponsored students:

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## Academic Program Information



### Initial Accreditation

Application Id:  Tasks:

- 
- 
- 
- 
- 

Unit of credit awarded by the institution:

Clock Hour  \*Quarter Credit  \*Semester Credit

\*if quarter or semester credit hour

- a. How many contact hours equal one lecture credit?
- b. how many contact hours equal one laboratory credit?
- c. how many contact hours equal one internship/externship credit?

List all programs of at least 300 clock hours offered by the institution, in order of descending length.

#### Program List

**Program Details**

Name of Program:  Credential Awarded:

Description:

Any portion taught through nontraditional education (distance education, self-paced instruction)? (Y/N)

Length of Program in Weeks: <input type="text"/>	Total Credit Hours per semester: <input type="text"/>
Total Clock Hours: <input type="text"/>	Current Enrollment in Day/Evening: <input type="text"/> <input type="text"/>
Year Program Began: <input type="text"/>	Year Last Revised: <input type="text"/>
Number of Graduates Past Year: <input type="text"/>	Number of Graduates Past 3 Years: <input type="text"/>

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## Management Information



### Initial Accreditation

Application Id: Initial Accreditation Application Process Tasks Submit Initial Application

- Institution
- Personal
- Student
- Academic Program Information
- Management Information**

For initial applicants, has this institution ever been accredited by ACICS?  Yes  No

If yes, give dates of accreditation and reason not currently accredited.

Is this institution or any of its components accredited by another accrediting agency?  Yes  No

If yes, list agency below.

Has it ever applied to another accrediting agency?  Yes  No

If yes, list agency.

Does it currently have pending any accrediting action by another accrediting agency?  Yes  No

If yes, describe.

Is any other activity conducted at this specific location?  Yes  No

If yes, describe other activities and state if the activity is operated by the same management as the school.

Is any legal action of any type now pending by or against this institution?  Yes  No

If yes, describe.

Does the institution participate in federal financial aid programs?  Yes  No

Details?

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