



April 30, 2018

ID Code: 00010864 (MC)

VIA E-MAIL ONLY

ACICS@ccr.edu

Mr. Jay Vettickal
Executive Director
College of Court Reporting
455 West Lincolnway
Valparaiso, IN 46385

Subject: Student Achievement Review – Campus-Level Compliance Warning

Dear Mr. Vettickal:

The Council has reviewed your most recently submitted 2017 Campus Accountability Report (CAR), and the campus-level placement rate of **50%** does not meet the Council's standard of 60%.

Council Action

Therefore, the Council acted to place the institution on **compliance warning** for the below-standard results for 2017, subject to the Council's review of the institution's 2018 Campus Accountability Report. In the interim, the campus is required to complete the following:

1. An Improvement Plan that has been incorporated into the current Campus Effectiveness Plan (CEP) and includes specific activities that are being implemented to improve the programs that are negatively impacting the campus-level placement performance for the institution. This plan is subject to review by an on-site evaluation team or upon request by the Council.
2. Quarterly 2018 Campus Accountability Reports (CAR), to be submitted via the ACICS CAR system. The institution is reminded that **ONLY** placements that have been submitted to the PVP, verified by the graduate and/or employer, and validated by ACICS may be reported on the Report.

Failure to follow the Council's directive may result in the suspension or revocation of your institution's grant of accreditation.

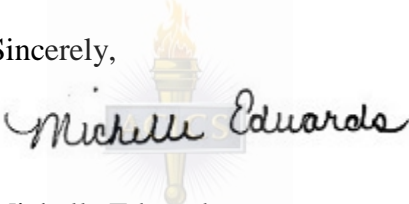
The Council is obligated to take adverse action against any institution that fails to come into compliance with the *Accreditation Criteria* within the established time frames without good cause. Given that the institution's longest program is offered at the **occupational associate's degree** level, you are advised that compliance must be achieved within 12 months. Please

Mr. Jay Vettickal
April 30, 2018
Page 2 of 2

consult the Introduction of Title II, Chapter 3 of the *Accreditation Criteria* for additional information.

If you have any questions about this action, please contact Ms. LaToya Boyd at (202) 336-6777 or lboyd@acics.org.

Sincerely,

A handwritten signature in cursive script that reads "Michelle Edwards". The signature is overlaid on a faint, stylized graphic of a torch with a flame at the top and a base.

Michelle Edwards
President

c: Ms. Cathy Sheffield, Accreditation and State Liaison, U.S. Department of Education
Mr. Ross Miller, Indiana Board for Proprietary Education (rmiller@che.in.gov)