



American Council for Construction Education

Non Degree Recognition Process

- 1) Application completed and submitted with fees to President
- 2) Chair and President determine if appropriate for the next step.
- 3) If application is approved for review:
 - a. President sends out standards and requests self study be completed and returned with supporting materials. All materials must be identified in the self study. The self study is a narrative after each standard explaining how the program meets the standard. Deadlines for submission are May 1 for the summer meeting and November 1 for the winter meeting.
 - b. The self study must be received with one hard copy and 3 electronic copies. The Committee Chair will assign 2 reviewers. Reviewers will include one educator and one industry/association member.
 - c. Reviewers will return the evaluations by June 15 and December 15 respectively to allow the necessary information to be assimilated to the Committee prior to the Board Meeting.
- 4) Following receipt of evaluation forms, the Chair will present the recommendations to the Committee for action. (This can be accomplished by teleconference or executive session at the ACCE meeting.)
- 5) Chair presents committee recommendations in Executive Committee.
- 6) The President will notify the Provider of the results.