



Indiana Department of Education

Dr. Katie Jenner, Secretary of Education

Third-Party Accrediting Organization Petition

Accrediting organizations seeking recognition by the Indiana State Board of Education must electronically submit a petition to schoolaccountability@doe.in.gov no later than November 30 of the year during which the organization seeks recognition. The decision to approve Indiana state recognition of a third-party accrediting organization can be made only by the Indiana State Board of Education.

Name of Accrediting Organization: _____

Address: _____

Contact Name: _____

Contact's Role: _____

Phone: _____

Email: _____

Organization Website: _____

The Organization is (check all that apply):

- National Accrediting Agency
- Regional Accrediting Agency
- State Accrediting Agency

Number of Accredited Schools Currently Operating in Indiana: _____

Number of Accredited Districts Currently Operating in Indiana: _____

Number of Years in Operation as an Accrediting Organization: _____

Please Note:

Organizations are not considered recognized during the application and review process. Recognition at the conclusion of the application and review process is not guaranteed. Any Indiana schools or districts holding accreditation solely from organizations seeking recognition are not eligible to participate in Indiana's Choice Scholarship program during the application and review process.



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Applicant Organization's Authorized Representative:

Authorized Representative Printed Name

Authorized Representative Signature

Signature Date



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Third-Party Accrediting Organization Petition Outline

Each response will be scored on a 4.0-point scale, then weighted in accordance with the scoring rubric. The accrediting organization will not be considered for Board recognition if the organization fails to submit its petition in full by the stated deadlines. Upon the Department's receipt of the petition submitted by the accrediting organization seeking recognition, the Department will have up to 6 months to provide the accrediting organization seeking recognition a response on the decision made by the State Board of Education for recognition.

The petition may be in any form, but must include, at minimum, the following components:

I. Overview of Organization

- a. Please provide information on the organization, including but not limited to the organization's mission and objectives, including any operations or services provided by the organization beyond school accreditation, and years of operation as an accrediting organization.
- b. Please provide information on the scope of accreditation by the organization and a list of current Indiana districts and/or schools accredited by the organization.
- c. Please provide information on qualifications and experience levels of staff and personnel employed with the organization to oversee accreditation operations. Please provide information on the process utilized by the organization to select appropriate personnel to conduct reviews of applicant districts and/or schools and to provide oversight for member districts and/or schools.

II. Accreditation Process and Procedures

- a. Please provide a detailed explanation of the organization's review and approval process for accreditation. Please include information on the duration of the process, and a summary of typical communication and interaction between the organization and applicant district and/or school during and after the review process.
- b. Please provide a detailed explanation of the organization's expectations and requirements for approval of accreditation, and of the types of accreditations granted by the organization to districts and/or schools.
- c. Please provide information on the relationship between the organization and member districts and/or schools during the term of accreditation, including information on technical assistance services, and monitoring and oversight practices of the organization.
- d. Please provide a Team Member Handbook (Protocols) as well as a Member School Handbook.

III. Accreditation Standards for Member Schools

- a. Please provide a detailed explanation of the organization's accrediting standards for districts and/or schools, including the organization's expectations for member districts and/or schools.
- b. Please provide a detailed explanation of the organization's evaluation practices to determine whether member districts and/or schools are in compliance with accreditation standards, and whether to maintain or revoke accreditation.

IV. Signed Recognition Agreement

- a. Please include a signed copy of the recognition agreement with the petition.



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Third-Party Accrediting Organization Recognition Agreement

Accrediting Agency: _____

Recognition Year: _____

As a third-party accrediting organization, my organization agrees to the following terms for recognition:

- Maintain consistent ethical practices and standards for both the organization and its member districts and/or schools;
- Comply in good faith with any investigations or requests from the Indiana Department of Education (Department) or the Indiana State Board of Education (Board);
- Adhere to the organization standards and practices outlined in the organization's petition for recognition;
- Provide written notice to the Department of any significant changes in organization, philosophy, standards, or membership in a timely fashion;
- Ensure that a comprehensive improvement plan is developed and implemented for any member districts and/or schools that fail to meet the organization's internal standards set forth in the petition;
- Understand the organization's recognition may be revoked by the Board at any point during the recognition period should it be determined through investigation that the organization failed to maintain any of the terms outlined in this agreement; and
- Notify the Department of any member districts and/or schools whose accreditation was revoked, along with the reason for revocation.

As a duly-authorized representative of the above accrediting organization, my signature indicates I agree to abide by the above terms of the recognition contract. My signature also indicates I understand my organization has the right to appeal any decisions made by the Board or Department regarding my organization's recognition.

Authorized Representative Printed Name

Authorized Representative Signature

Signature Date