APPLICATION FOR SCHOOL ACCREDITATION & RENEWAL

SCHOOL NAME _____

OFFICIAL LEGAL NAME _____ FED TAX ID (EIN) _____

STREET ADDRESS/MAILING ADDRESS _____

CITY _____ STATE _____ ZIP _____

EMAIL _____ WEBSITE _____

YEAR FOUNDED _____ ENROLLMENT _____ GRADES TAUGHT _____

ACCS MEMBERSHIP SINCE (MONTH/YEAR) _____

CONTACT PERSON _____ TITLE _____

PHONE _____ EMAIL _____

For the school to be approved as a **Candidate for Accreditation** or for **Accreditation Renewal** by the director of accreditation, this application must be accompanied by the following documentation:

1. Provide board meeting minutes that document a board vote approving the pursuit of ACCS accreditation. The minutes (or the motion itself) should also reflect:
    - The school's plan for teachers to become ACCS certified once accreditation is received; and
    - The school's support for the work and mission of ACCS.
2. **Board Governance Requirements**. Provide a letter signed by the school board chair affirming the following:
    - To the best of the Board's knowledge, the organization complies with all applicable state and federal laws governing its operations, governance, and activities. The Board of Directors will make reasonable efforts to ensure ongoing compliance.
    - Each board member attends or is a member of a Christian church.
    - Each board member (or owner, where applicable) has read and personally affirms the ACCS Statement of Faith.

(Note: If any board member cannot meet the church membership or Statement of Faith requirements, an explanatory letter from that board member may be submitted to the Director of Accreditation for consideration.)

3. **Board Members.** Provide a list of all current board members that includes each member's name and the name of the Christian church they attend.

4. **Evidence that the school meets ACCS membership requirements.** Provide documentation demonstrating that the school conforms to the following ACCS membership standards:

- The school does not explicitly endorse unbiblical family relationships or implicitly affirm them in its employment policies. (Example: Teachers are required for affirm the school's statement of faith.)

- The school does not discriminate on the basis of race, color, or national or ethnic origin in enrollment OR hiring practices.
- The school is committed to providing (or finding a path to) full K–12 classical Christian education for its students, either now or in the future. This may include partnerships with other schools. (Note: Schools seeking a limited-grade-level endorsement are not required to have plans to grow to K–12.)
- In the grades currently served, the school teaches according to the trivium and provides, at minimum: Four years of instruction in Latin or ancient Greek for each student, and
- One year of formal logic and one year of rhetoric in the secondary grades. (Note: Schools applying for the K–8 limited-grade-level endorsement do not need to offer rhetoric.)

5. **Documentation showing the school's public identity and operational history**. Provide documentation (e.g., marketing materials, brochures, or web pages) that publicly demonstrates the following:

- The school describes itself as a classical Christian school.
- The school's mission statement.
- The grades currently offered by the school. (Note: K–12 accreditation may be started with grades K–10 in place, but a graduating class is required before accreditation is awarded.)
- That the school has been in operation for at least one full academic year with enrolled students.

6. **Initial Accreditation ONLY.** Describe the steps the school has taken to evaluate its readiness for ACCS accreditation. This may include (but is not limited to) engaging consultants, conducting internal reviews, school visits, or other preparatory activities.

7. **Renewals ONLY.** Submit a letter explaining how each discrepancy from the previous accreditation report has been corrected and what actions have been taken in response to each recommendation. Include supporting documentation for the corrections made to the discrepancies.

8. Accreditation Fees. Submit a check for $2,250 as an initial payment toward processing fees.

- The remaining $2,250 will be due after the school receives the draft accreditation report.
- The school is also responsible for all travel, lodging, and meal expenses incurred by the Accreditation Committee during the site visit.

9. **Co-Accreditation with Regional Accrediting Bodies**. For special school recognition needs, ACCS has co-accreditation agreements with both Middle States and WASC.

- ❑ Does the school need co-accreditation with Middle States? (MSA)
- ❑ Does the school need co-accreditation with WASC (Western Association of Schools & Colleges)

The signature below affirms the school's commitment to pay all substantiated expenses directly related to the accreditation visit, upon billing from ACCS

_____ _____

SIGNATURE OF HEAD OF SCHOOL DATE

If you are unable to meet any of the items listed above, please call the ACCS office at (208) 882-6101 to discuss the item more fully