

Suggested sections and length for Precandidacy Application:

Introduction and history

One to three paragraphs.

Mission of institution

One to three paragraphs.

Mission of school or department that offers the degree

One to three paragraphs.

Mission and goals of program seeking accreditation

Any length necessary.

Contextual Statement

Describe where program is within system/institution/school. Try to limit to three paragraphs.

Program size

Number of candidates, average class size, number of faculty and load. Project how this will change if at all during precandidacy and candidacy period.

Program governance

One to three paragraphs.

Committee structure and curricular process

Name policy-making committees and describe process.

Systematic Planning, Standard I

Any length necessary, tie directly to Standard.

Curriculum, Standard II

Any length necessary, tie directly to Standard.

Faculty, Standard III

Any length necessary, tie directly to Standard.

Students, Standard IV

Any length necessary, tie directly to Standard.

Administration, Finances, and Resources, Standard V

Any length necessary, tie directly to Standard. Include projected budget through Pre-candidacy and Candidacy. Describe resources in detail and include diagrams.

Plan for achieving Candidacy status

Provide actions with agreed-upon schedule. Include plans and methods for assessment and evaluation with calendar/schedule.