



Accrediting Commission of Career Schools and Colleges

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April 3, 2017

ELECTRONIC DELIVERY

rdoan@iau.la

Ryan Doan
Executive Director
International American University
3440 Wilshire Boulevard, Suite #1000
Los Angeles, California 90010

Dear Mr. Doan:

This letter is to acknowledge receipt of your Application for Initial Accreditation-Part I. The Accrediting Commission of Career Schools and Colleges (“ACCSC” or the “Commission”) appreciates your interest in pursuing accreditation through our agency. The process of becoming an ACCSC-accredited institution requires a serious commitment to understanding the *Standards of Accreditation*; ensuring that the processes and procedures of your school are in compliance with the standards; providing prompt and accurate information; and continually striving for institutional improvement. The following is a brief overview of the steps of the process for your reference.

Financial Review Committee

Before a Commission representative evaluates your application for compliance with ACCSC accrediting standards, the Commission’s Financial Review Committee (“FRC”) will make a preliminary determination regarding the financial structure of the school. The financial statements included in your Application for Initial Accreditation will be scheduled for consideration by the FRC at its next meeting. If the FRC determines that the financial structure of the school is not sufficiently sound to demonstrate compliance with accrediting standards, you will receive written notification.

Application Review

If the FRC determines the financial structure is sufficiently sound to proceed to the next step of the process, your application materials will be evaluated for compliance with ACCSC accrediting standards. The Application for Initial Accreditation-Part I will either be *accepted* to proceed to the next step, or *deferred* for additional information. As a reminder, your application must be accepted within six months of the date it is received or it becomes invalid. In addition, please be advised that once the Application for Initial Accreditation-Part I is submitted, there is an expectation that the institution undergoes a self-evaluation and implements policies and procedures to comply with all applicable accreditation requirements.

If your application does not demonstrate substantial compliance with accrediting standards, it will be *deferred*. You will receive a letter that includes an itemized list of the areas of non-compliance and a due date by which a complete, corrected application must be submitted. It is critical that you comply with this due date. **Please be advised that the school must provide sufficient information to demonstrate compliance with standards on or before October 3, 2017 or the application will become invalid and the school will be required to start the initial application process again, including attendance at an Accreditation Workshop.**

If your application materials demonstrate substantial compliance with accrediting standards, the application will be *accepted*. **Please note that acceptance of the application does not constitute a grant of accreditation.** In addition, you are reminded that a non-member school is prohibited from making any

promotional use of its application for accreditation prior to a grant of accreditation. You will receive a letter including an itemized list of any areas that require correction, or which may not be in compliance with accrediting standards. An Application for Initial Accreditation-Part II (with all attachments) and an initial Self-Evaluation Report (“SER”) are due within six (6) months of the date of the Application Acceptance letter.

Orientation Visit

Once the Application for Initial Accreditation-Part II and initial SER are received, a Commission representative will contact you to schedule an Orientation Visit. This is a one-day consultative visit, designed to help the school prepare its final submission copy of the SER and to familiarize the school with the full-team evaluation process. The Commission representative will spend one day at the school reviewing files, management practices, and school policies and procedures. A review of the school’s catalog and enrollment agreement will also be performed, in addition to highlighting any sections in the SER that need to be corrected, expanded upon, or better documented. If the Commission determines that the school is not adequately prepared for the next step in the process, the school will receive an Orientation Visit Report, outlining deficiencies and other areas to modify, including the submission of additional materials, prior to scheduling the on-site evaluation. If the Commission determines that the school is prepared for an on-site evaluation, the school will receive an Orientation Visit Report, summarizing the results of the visit and identifying any areas of non-compliance or suggested corrections. In response, the school will submit a complete, revised Application for Initial Accreditation-Part II and revised SER, along with the requisite Occupation Specialist Information Package(s).

On-Site Evaluation

A Commission representative will contact you to schedule an on-site evaluation when ACCSC receives the revised Application for Initial Accreditation-Part II and SER. The purpose of the on-site evaluation is to verify the accuracy of the information provided in the Application for Initial Accreditation-Part II and SER and to verify that the school operates in compliance with accrediting standards. Since accreditation is a peer review process, the on-site evaluation Team Leader is an administrator of an ACCSC-accredited institution. Other team members include an Education Specialist and an Occupation Specialist. A Commission representative is present during the evaluation to review compliance with technical areas of accrediting standards, to assist in coordinating team activities, and to provide technical support to other on-site evaluation team members.

After the On-Site Evaluation

The on-site evaluation team will issue a Team Summary Report reflecting its analysis of the institution and identification of any areas of non-compliance with accrediting standards. The school has an opportunity to respond to the Team Summary Report, which allows the school to demonstrate full compliance with accrediting standards and to support, with complete documentation, those items that have been corrected. The response also affords the school an opportunity to correct any errors of fact or interpretation of conditions as observed by the on-site evaluation team. Please note that the team does not make the final determination regarding a school’s compliance with accreditation standards or grant of accreditation.

Once your response is received, the Team Leader reviews it for any contradictions of fact. If the Team Leader makes any comments in this regard, those comments will be sent to the school for additional response. The Team Summary Report, the school’s response to that report, Team Leader comments, and your response to the Team Leader’s comments are considered by the Commission at its next quarterly meeting. The Commission may at that time vote to **accredit**, to **defer final action**, or to **fail to grant**

accreditation to the institution. You will be notified of the Commission's decision approximately thirty days after the conclusion of the meeting.

ACCSC looks forward to working with you to achieve your goals. If you have any questions, please feel free to contact me at 703.247.4506 or at jbishop@accsc.org.

Sincerely,

A handwritten signature in black ink, appearing to read "Jaye Bishop". The signature is fluid and cursive, with the first name "Jaye" and last name "Bishop" clearly distinguishable.

Jaye Bishop
Senior Accreditation Coordinator