

APPLICATION FOR SCHOOL ACCREDITATION & RENEWAL



SCHOOL NAME _____

OFFICIAL LEGAL NAME _____ FEDTAXID (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. Formal action from the school board indicating its decision to pursue ACCS Accreditation. The board also affirms that the school will have teachers become ACCS certified upon receiving accreditation. Finally, the board affirms that the school supports the work and mission of ACCS.
2. Official statement from the school board affirming that each board member has read and affirms the ACCS Statement of Faith as their personal belief. Exceptions may be considered upon an explanatory letter from the board member(s) in question, provided to the director of accreditation. Second, the statement should affirm that each board member attends or is a member of a Christian church. Include a list of board members and the name of the church they attend.
3. Verification from the school board that the school is not in violation of state law in the state in which the school resides.
4. Documentation showing that the school conforms to the membership requirements of the ACCS. (For membership requirements, see the Member Handbook or the Summary of Membership Requirement under "Join" on the ACCS website.)

- a. Documentation that shows the school is committed to providing, or finding a path to, full K–12 classical Christian education for their students, now or in the future. This may include a partnership with other schools.
 - b. Documentation that shows that the school does not explicitly endorse unbiblical family relationships or implicitly affirm unbiblical family relationships in employment policies.
 - c. Evidence that the school does not discriminate on the basis of race, color, and national or ethnic origin with regard to *enrollment*, as well as, for *hiring*.
 - d. Documents that show, in the grades served, that the school conforms to the trivium, as well as provides, at a minimum, two 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.
5. Documentation (e.g., marketing materials or web pages), providing a public description of the school, promoted as a classical Christian school, including the school's mission statement. Evidence that the school offers at least grades K–10 (K–12 with a graduating class is required before accreditation is awarded) and has been in operation for at least four full academic years with enrolled students should also be included. (Five years of operation will be required before accreditation is awarded).
 6. List of faculty, both full- and part-time, courses they teach, and degrees held by each. Include the school's hiring policy (or written requirements) that defines the qualifications for teachers. All faculty members must meet the school's written requirements for the position they hold.
 7. A check for \$2,000 towards processing fees. The remaining \$2,000 will be due following receipt of the accreditation draft report. (The school will also be responsible for travel, lodging, and meal expenses incurred by the Accreditation Committee who undertakes the site visit.)
 8. **Initial Accreditation ONLY.** Describe the steps taken to ascertain that the school is likely to achieve ACCS Accreditation (consultant(s) engaged, school visits, etc.).
 9. **Renewals ONLY.** A letter explaining the correction of each discrepancy and any action taken on each recommendation from the last accreditation report. Provide documentation for the discrepancy corrections.

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.

Please return this form with the required attachments and initial payment to the Association of Classical and Christian Schools. (For credit/debit card payments please call our office.) Once these items have been received, you will be contacted by the director of accreditation to confirm the school's status.