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**CONTRACTING FOR EDUCATIONAL DELIVERY**

**COMPLIANCE ASSESSMENT FORM**

Instructions

**The following Offsite Subject Specialist Compliance Assessment Form is for Contracting for Education Delivery only.** Evaluators must provide their final report on the provided Report Template. Evaluators should not send this rating form to DEAC.

The questions on this Compliance Assessment Form are designed to assist off-site subject specialists in determining whether the institution’s educational offerings meet the intent of select DEAC Accreditation Standards. This rating form is for the evaluator’s use only. Evaluators are not limited to the questions on this rating form. This rating form is for the evaluator’s use only.

DEAC evaluators decide whether institutions meet, partially meet, or do not meet accreditation standards. For any ratings of “partially meets” or “does not meet”, the evaluator must provide a “required action” that instructs the institution on what it needs to provide in order to demonstrate compliance with the identified standard.

**Evaluators must review the institution and the program under review based only on the accreditation standards**. Any recommendations beyond the scope of the accreditation standards should only be provided in the suggestions section.

Findings guidelines:

* **Meets Standard:** The institution’s educational offerings demonstrate compliance with the intent of the accreditation standard or core component.
* **Partially Meets Standard:** The institution’s educational offerings demonstrate compliance with some, but not all, of the elements contained in the accreditation standard or core component.
* **Does Not Meet Standard:** The institution’s educational offerings do not demonstrate compliance with a majority of the elements contained in the accreditation standard or core component.

Off-site subject specialists should refer to the *DEAC Accreditation Handbook and Guide for Self- Evaluation* for any further clarification on institutional requirements.

Institution Information

**Contracting for Educational Delivery:** Substantive change requirements for an institution that contracts with an unaccredited organization or organization not certified to participate in the Title IV HEA programs to provide more than 25% of one or more of the institution’s educational programs are applicable to:

an accredited institution that enters into a contract with another accredited organization or unaccredited entity to provide more than 25 percent up to 50 percent of one or more of the institution’s educational programs,

an institution certified to participate in Title IV HEA programs that enters into a contract with an institution or organization not certified to participate in Title IV programs to provide more than 25 percent up to 50 percent of one or more of the institution’s educational programs, or

an institution seeking to improve or expand its educational offerings to students can enter into an agreement to incorporate or contract for educational delivery up to 50 percent of its curriculum with an approved AQC or Approved Quality Curriculum provider.

Name of Institution: Name of institution

Date of Review: Date of review

Name of Evaluator: Evaluator name

# Accreditation Standards

Standard VI: Curriculum Development

1. **Program Curricula Development**

Institutions have a documented process for curriculum development that clearly articulates the principles of learning and pedagogical foundations used to frame the program. The institution’s curricula are supported by reliable research and align with commonly accepted educational practices within the fields of practice. Qualified faculty and academic leadership hold the primary responsibility for all program content and instructional design and supervise staff, third-party providers, or consultants used in curricula development. Program curricula are reviewed on a periodic basis by academic leadership, program leadership, program faculty, and the Program Advisory Council. The review integrates program performance data collected on an annual basis with respect to student progression; student learning outcomes; faculty and student feedback; and content currency, accuracy, and comprehensiveness.

|  |  |  |  |
| --- | --- | --- | --- |
| **Questions** | **Yes** | **No** | **N/A** |
| Did the institution adequately describe its curriculum development process and policies related to contracting with third parties for educational delivery? |  |  |  |
| Are the institution’s curriculum development processes, related to contracting with third parties for educational delivery, adequately documented via its Curriculum Development Manual and/or other submitted evidence? |  |  |  |
| Are the institution’s curriculum content developers (e.g., subject matter experts) appropriately qualified, as applicable to the programs affected by the proposed change? |  |  |  |
| Are the institution’s distance education instructional designers appropriately qualified, as applicable to the programs affected by the proposed change? |  |  |  |
| Did the institution adequately describe any third-party educational delivery contracting conducted and are the percentages of the institution’s educational program(s) delivered by third party in compliance with DEAC Accreditation Handbook Standards? |  |  |  |
| **Standard VI.A. – Meets, Partially Meets, Does Not Meet, or Not Applicable** | Choose a finding. | | |

**Comments:** Provide comments to support the finding based on the institution’s responses and evidence provided prior to and during the on-site visit.

**Required Actions:** Provide the required actions necessary for the institution to demonstrate compliance with the accreditation standards. Each required action must correspond to an accreditation standard or a core component.

**Suggestions:** Suggestions are those recommendations that are not required to meet minimum accreditation standards but are provided to the institution as an opportunity for growth and improvement.