

Each accredited program must have a continuous system of planning and assessment in place to measure its effectiveness and to implement necessary improvements.

Each program must have a documented plan which incorporates guidelines, procedures, and methodologies of planning and assessment. The plan must assess the program's learning outcomes, be written and approved by the appropriate administrative authority, and contain provisions for periodic review and revision.

The following sample includes the elements that COA expects to see in an assessment plan.

Program/Institution: _____

ABFSE Program Learning Outcome 2.1.1

Upon completion of the accredited program, students will be able to:

Explain the importance of funeral service professionals in developing relationships with the families and communities they serve.

Methods of Assessment	Frequency	Benchmark	Data Collected	Actions Taken Based on Assessment Results
Course Evaluations				
Employer Surveys				
Graduate Surveys				
NBE Performance				
Supervisory Evaluations				
Grad/Employment Rates				

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