



Manual updates 2025

(Yellow highlight is indicative of most significant changes)

Chapter	Name	Changes
I	ABFSE History	minor updates
II	Articles of Inc; By-Laws	
III	Accreditation Process	Accreditation Categories renamed as Duration of Accreditation Categories
		Category descriptions renamed, explanations expanded and section moved to Chapter VI.B.
IV	Candidacy	disclose plans for unaccredited programs
		must include teach-out plan
V	Steps in Accreditation	Chapter re-organized and re-named
		Self Study details moved to Appendix C
		Responsibilities during Accreditation moved to Appendix C. VI. A.B.C (essentially SS related)
		Organization of SS - App C. I; Self Study Report App C. II; Site visit schedule App C, page 99; Exit Interview, App C. 11p. 28
		specify admin experience of Team Chair; <i>modify statement</i>
		" " review job placement data
VI	COA Procedures	re-organized
		Add Adverse actions as a separate section C
		add initiated and final
		written report details; A.7 & 8 added
		specific max length to come into compliance
		Add - probation, show cause, adverse action to publication of decisions
		moved New Financial Info from Chpt VIII
		revise new financial info for initiated and final
		duplicated Chpt III.B Duration of Accreditation Categories
		Add - adverse action by other agency
VII	Appeals	completely new chapter; updated content
		formerly Appellate procedure



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VIII	Maintaining Accreditation	all original content is continued, but several sections were re-distributed
		Section A. re-worded; originally described Annual Report
		made AR info letter B
		add title IV violation and 10 day notice
		Changes moved to new Chapter X
		Substantive Changes; Sponsorship; New Program Additions; Unaccredited Programs
		Third Pary Comment moved to Chpt V
		New Financial Info moved to VI
IX	Accreditation Standards	Standard 3.1 add protect student privacy & identity verification
		Standard 9.2 add transfer credit details - identify do not accept
		disclose affiliation agreements
		fix B-6B for Bachelor degree (not B7)
X	Changes to Existing Programs	added Sub Change info from VIII and combined with other change info into a new section
		eliminate 5 (duplicated)
		teach-out additions
		add reference to Sub Change forms in Appendix K
XI	Policies	Separate Accreditation and Administrative policies
		Add: Protection of students phrase
		Policy on unaccredited programs
		Add: use of term 'Good Cause'
Appendices		
A	Glossary	some updates and additions
B	Sample Forms	minor language updates
C	Guide for SS Process and Report	statement - team to verify job placement data
D	Accreditation Fees	
E	Distance Education	updated



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F	Standards for participation in HEA Programs	n/c
G	Conflict of Interest	n/c
H	Review of Standards	n/c
I	Advertising and Student Recruitment	n/c
J	Consideration for rate calculation	minor tweak in language
K	Substantive Change	updated forms
	Applications	forms 1-16 to better match Sub Change info
		now fillable
L	Document retention and Destruction	n/c
M	Steps for Candidacy and timeline	
all new Appendix additions		
N	Job Descriptions	n/c
O	Credit for Prior Learning	new
P	Teach-out Details	new
Q	vacant	does not exist
R	Arbitration Policy	new
S	Federal definition of Credit Hour	new appendix, but language is not
T	Inactive programs	for <i>future</i> consideration