



Annual Report

2026

PROGRAMMATIC ACCREDITATION

- A system for recognizing professional programs for a level of performance, integrity, and quality which entitles them to the confidence of the educational community and the public they serve.
- ACOTE is recognized as the accrediting agency for occupational therapy education by the United States Department of Education (USDE) and the Council for Higher Education Accreditation (CHEA).

ANNUAL REPORT

- Accreditation status goes through a comprehensive review every 5, 7 or 10 years
- USDE and CHEA recognized professional programs are encouraged to maintain self-study and improvement mechanisms on a continuous basis
- ACOTE utilizes the Annual Reports as evidence that OT and OTA programs are continuously employing improvement mechanisms

SUBMISSION INSTRUCTIONS

- **ALL** accredited Programs must submit an Annual Report (including inactive programs and programs with reports due).
- Annual Reports must be submitted via the electronic survey (Annual Report - 2026 - Intellistack) on or before **February 6, 2026**.
- Ensure all sections are complete.
- Ensure the faculty tab in the eAccreditation portal is updated and marked as ready for submission.

PREPARING THE REPORT

- Start early!
- A fillable PDF document of the report is available on the website.
- Ensure you read all questions CAREFULLY.
- Use the comment box to clarify information or to provide additional information.
- Check your websites! Over 250 programs were cited with areas of noncompliance in 2025 due to inaccurate/missing website information.
- If you have questions, please email the Accreditation Department at accred@aota.org.

TERMS

- **REPORTING PERIOD:** January 1, 2025-December 31, 2025
- **CURRENT/CURRENTLY:** The information as of the time you complete the survey.
- **PREVIOUS YEAR:** January 1, 2024-December 31, 2024.

SECTION I: GENERAL PROGRAM

- **I.4 Percentage of Distance Education**
 - Review ACOTE's definition of Distance Education.
 - This information is posted on ACOTE website for Students
- **I.7 Program Models/Formats** - Check all that apply.
- **1.12 How many Total Credits vs Credit Hours** - Do not include prerequisites.

SECTION II: APPLICATIONS

Read each question carefully!!

Questions II.7-9:

- Enter **0** if there are no students in the program that self-identify with the categories.
- The total count entered for each set of categories (ethnicity, race, and sex) must equal the total number of currently enrolled students reported in Question 6.

SECTION III: FACULTY & STAFF

- **III.2 – Clerical and Support Staff** - If you answer “NO” you must provide comment.
- **III.3 – Core faculty who is an OTA** - if you answer “NO” you must provide a comment.

SECTION IV: PROGRAM OPERATIONS

- **IV.1 – Budget** – Provide a comment if the budget changes have negatively impacted your program.
- **IV.2 – Funds or Grants** – List any federal funds and/or grants that the program has received that uses the agency's accreditation (ACOTE) to establish eligibility to participate in that Federal program.

SECTION V: OUTCOMES

- Read Each Question Carefully
 - Question 5 (Graduation Rates): Refer to Interpretive Guide.

A.6.5. Graduation Rates

A.6.5.	The average program graduation rate over the 3 most recent calendar years for the percentage of students who are enrolled in the institution's official enrollment date (10-day census date) at the start of the student's program and complete the program within the published program length must be 80% or higher.	The average program graduation rate over the 3 most recent calendar years for the percentage of students who are enrolled in the institution's official enrollment date (10-day census date) at the start of the student's program and complete the program within the published program length must be 80% or higher.	The average program graduation rate over the 3 most recent calendar years for the total number of students who graduated from a program within 150% of the published length of the program, divided by the number of students on the roster who started in the program must be 80% or higher.	The average program graduation rate over the 3 most recent calendar years for the total number of students who graduated from a program within 150% of the published length of the program, divided by the number of students on the roster who started in the program must be 80% or higher.
	<p>GRADUATION RATE CALCULATION: THE NUMBER OF STUDENTS WHO GRADUATE ON TIME (G1) DIVIDED BY THE NUMBER OF STUDENTS ADMITTED IN THE ORIGINAL COHORT (G2) MINUS THE NUMBER OF STUDENTS WHO WITHDREW DUE TO MILITARY, HEALTH, FAMILY ISSUES, DEATH AND OTHER REASONS NOT RELATED TO ACADEMIC AND CLINICAL PERFORMANCE (G3). CALCULATION PER CALENDAR YEAR IS = $(G1 / (G2 - G3))$.</p> <p>ON TIME (G1): THE NUMBER OF STUDENTS WHO GRADUATED ACCORDING TO THE PUBLISHED PROGRAM LENGTH. IF A STUDENT DOES NOT GRADUATE ACCORDING TO THE PUBLISHED PROGRAM LENGTH, THE STUDENT SHOULD NOT BE COUNTED IN ANY GRADUATION RATE.</p>	<p>GRADUATION RATE CALCULATION: THE NUMBER OF STUDENTS WHO GRADUATE ON TIME (G1) PLUS THE NUMBER OF STUDENTS WHO GRADUATE WITHIN 150% OF EXPECTED TIME (G2) DIVIDED BY THE NUMBER OF STUDENTS ADMITTED IN THE ORIGINAL COHORT (G3) MINUS THE NUMBER OF STUDENTS WHO WITHDREW DUE TO MILITARY, HEALTH, FAMILY ISSUES, DEATH, AND OTHER REASONS NOT RELATED TO ACADEMIC AND CLINICAL PERFORMANCE (G4). CALCULATION PER CALENDAR YEAR IS = $(G1 + G2) / (G3 - G4)$.</p> <p>ON TIME (G1): THE NUMBER OF STUDENTS WHO GRADUATED ACCORDING TO THE PUBLISHED PROGRAM LENGTH. IF A STUDENT DOES NOT GRADUATE ACCORDING TO THE PUBLISHED PROGRAM LENGTH, THE STUDENT SHOULD NOT BE COUNTED IN ANY GRADUATION RATE.</p>		

SECTION V: OUTCOMES

- **Question V.11** - Percentage based on surveys received.
 - If 10 surveys were received (out of 100 graduates), and all these graduates are employed in an OT/OTA or OT/OTA-related position (=10%) then report 1-24%.
- **Questions V.11-14** - Ensure the responses correspond to graduates who completed the program in 2024, not those from 2025.

SECTION VI: ACCESS TO INFORMATION

- Provide an **ACTIVE** link to the Program's **HOMEPAGE**.
 - Verify that the link works before submission.
 - Ensure the program's homepage URL is accurate in the program's profile tab in eAccreditation.
- Programs will be cited with an Area of Noncompliance if the program's websites do not meet the requirements of the 2023 ACOTE Standards specifically Standards A.4.2., A.4.3., and A.4.4.
- Refer to the [Sample Program Webpage](#) for more information.

SECTION VI: ACCESS TO INFORMATION

PLEASE ENSURE YOUR WEBSITES ARE UP TO DATE TO AVOID AN AREA OF NONCOMPLIANCE! CHECK YOUR LINKS!

Common errors:

- *Does not include the **total cost of tuition***
- *Graduation rates are not current or do not have the total of the **3** previous years*
- *ACOTE address is incorrect*
- *The link to ACOTE goes to AOTA*
- *Incorrect link to NBCOT*

FACULTY TAB

- Update and include all **current** faculty members, including active adjuncts.
 - To update the faculty tab, you must select "open faculty profiles for edits".
 - To submit the updated faculty profiles, "mark faculty profiles as ready for submission".
- To allow other faculty members to edit their profiles, ensure they have access by selecting the "Add Faculty" permission under the USERS tab within their user profile (see [Adding New User or Changing Information](#)).



QUESTIONS? CONCERNS?

Email the accreditation staff at:

accred@aota.org