

CONTINUING ACCREDITATION

IV. A. 3. ACCREDITATION ACTIONS

ACCREDITATION ACTION AND TERM OF ACCREDITATION

Following Accreditation Council for Occupational Therapy Education (ACOTE®) review of the Evaluators' Report of On-Site Evaluation and any comments submitted by the program director, action is taken to grant Accreditation, Probationary Accreditation, or Accreditation Withdrawn. (Descriptions of these accreditation statuses are provided in the [ACOTE Policy IV.C. Classification of Accreditation Categories.](#))

At the time of ACOTE action, ACOTE awards an accreditation period based on the following criteria:

- 5-year review cycles* are given to programs that are reaccredited, but raise significant concerns as determined by ACOTE;
- 7-year review cycles are the standard number of years for reaccreditation; and
- 10-year review cycles are granted to those programs that have no areas of noncompliance and have demonstrated exceptional educational quality.

*Less than 5-year review cycles may be given to accredited master's or associate-degree-level programs that are transitioning to a higher degree level. The accreditation term awarded by ACOTE will be established based on the scheduled graduation date of the last class of master's or associate-degree-level students.

Programs cited with no more than two areas of noncompliance that are given a 7-year accreditation term may be granted an extension to a 10-year term by ACOTE. This decision will be based on ACOTE's review of the Plan of Correction or Progress Report submitted by the program and a determination that the program has fully resolved all cited areas of noncompliance within 1 year of ACOTE's accreditation action on the program's Report of On-Site Evaluation. ACOTE will also consider any pre-existing areas of noncompliance as well as program changes that have occurred subsequent to the on-site evaluation that affect or are likely to affect the program's full compliance with the Standards, including student learning outcomes. ACOTE may decline to extend the accreditation term of a multi-site program if one or more of the program locations was accredited for a shorter term than the primary location.

Notification of final action by ACOTE and the link to the Report of ACOTE are e-mailed to the chief executive officer, dean, and program director. The ACOTE Certificate of Accreditation (if awarded) is e-mailed directly to the program director. Letters containing notification of a status of Probationary Accreditation, Accreditation Withheld, or Accreditation Withdrawn are sent electronically, read receipt requested. Procedures for request for appeal of adverse ACOTE actions are found in [ACOTE Policy IV.D. Appeals Process.](#)

OPTION FOR DEFERRAL

If ACOTE determines that further information related to the program's compliance with the *Standards* is required to enable a fair decision to be made regarding the accreditation of the program, it may defer action until the information is received. ACOTE may request submission of materials or schedule a second on-site evaluation or fact-finding visit. ACOTE may grant an extension of the period for correction of areas of noncompliance to allow a fact-finding visit or on-site evaluation to be conducted prior to taking action. The cost of the visit shall be borne by ACOTE.

SUBSEQUENT REPORTS

If areas of noncompliance are identified in the Report of ACOTE, a Plan of Correction and subsequent progress reports are required. (See [ACOTE Policy IV.E.1. Plans of Correction](#)). Areas of noncompliance must be corrected within the period of time specified by the U. S. Department of Education (USDE) criteria:

- 12 months if the program is less than 1 year in length;
- 18 months if the program is at least 1 year in length, but less than 2 years in length; or
- 2 years if the program is at least 2 years in length.

OPPORTUNITY FOR WITHDRAWAL OF APPLICATION

The sponsoring institution has the option to withdraw its request for continuing accreditation at any time prior to ACOTE final action. Programs selecting this option relinquish the opportunity to appeal that is provided to programs receiving a status of Accreditation Withdrawn-Involuntary.