Sample Webpage in Compliance with 2018 ACOTE Standards:
- **A.4.2. Publication of Program Outcomes**
- **A.4.3. Publication of ACOTE Information**
- **A.4.4. Published Policies and Procedures**

Program directors should use the sample below as a guide to the information that **must** be posted on the **homepage** of the program's webpage.

Standard A.4.2. Publication of Program Outcomes
Accurate and current information regarding student and program outcomes must be readily available to the public on the program's web page. At a minimum, the following data must be reported separately as well as totaled for each of the previous 3 years:
- Program graduates
- Graduation rates

The program must provide the direct link to the National Board for Certification in Occupational Therapy (NBCOT®) program data results on the program's home page.

Programs may use either calendar year or academic year when publishing the total number of program graduates and graduation rates from the previous 3 years as long as the time frame is clearly delineated. The number of program graduates must be totaled for the 3-year reporting period. If the program has only one or two years of graduate data, this must be made available and totaled. The total may be in the form of a narrative or within a grid. The total number of program graduates and graduation rates must be posted on the program's web page. The program must provide an active direct link to the NBCOT program data results on the program's home page: https://www.nbcot.org/en/Educators/Home#SchoolPerformance (preferred link) or https://secure.nbcot.org/data/schoolstats.aspx.

GRADUATION RATE: 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.

Programs may still publish the NBCOT pass rates for each year (as was the requirement in the past), but because the current requirement is to post a link to the NBCOT results (https://www.nbcot.org/en/Educators/Home#SchoolPerformance), programs are no longer required to have pass rate data published on their webpage.

SAMPLE:

The total number of graduates from the Sample University Master of Occupational Therapy program during the 3-year period of 2016-2018 was 116, with an overall graduation rate of 97%.

Graduation Year	Students Entering/Graduating	Graduation Rate
2016	42/40	95%
2017	38/38	100%
2018	40/38	95%
Total	**120/116**	**97%**

Program results from the National Board for Certification in Occupational Therapy (NBCOT) can be found online at https://www.nbcot.org/en/Educators/Home#SchoolPerformance

Preaccreditation Status for Developing Programs
In order to assure transparency to current and prospective students regarding program initial accreditation status, programs who have been granted candidacy status, have submitted an initial self-study for ACOTE review, and are denied preaccreditation status **must** note denial of preaccreditation status on the program's homepage.

A.4.4. Published Policies and Procedures
- Graduation requirements, tuition, and fees must be accurately stated, published, and made known to all applicants. When published fees are subject to change, a statement to that effect must be included. This includes fees associated with distance education.

Programs are required to display the **cost of attendanc**e for the OT/OTA program, which includes current tuition and fees as well as the total cost of attending and completing the occupational therapy or occupational therapy assistant program(s).

SAMPLE:

Current Cost	OTD Program 2019 Fall Semester	OTD Program 2020 Spring Semester	OTD Program 2019-20 Academic Year	Total Cost of Program (3-yr program 2019-2022)
Tuition	20,000	20,000	40,000	123,636
Student Fee	500	500	1,000	3120
Books & Supplies	1200	1350	2550	7881.80
Loan Fees	750	750	1500	4636.35
Distance Ed Fees	0	0	0	0
Total				139,274

Illustration based on a 3% increase annually, however fees are subject to change.

According to FASFA (Free Application for Federal Student Aid), cost of attendance is defined as total amount of attending the program, which includes tuition and fees, books, supplies, transportation, loan fees as well as fees associated with distance education.