



**NEW ENGLAND ASSOCIATION OF SCHOOLS AND COLLEGES
COMMISSION ON INSTITUTIONS OF HIGHER EDUCATION**

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Requirements of Affiliation for Free Standing Institutions Abroad

To be affiliated with the Commission on Institutions of Higher Education of the New England Association of Schools and Colleges, as a candidate institution, an institution operating entirely outside the United States and its territories must meet the following requirements. Accredited institutions fulfill these requirements through meeting the *Standards for Accreditation*.

The institution:

1. Has formally adopted a statement of mission, which demonstrates that the fundamental purposes of the institution are educational, and which is also appropriate to a degree-granting institution and appropriate to those needs of society it seeks to serve.
2. Offers one or more collegiate-level education programs, consistent with its mission, that lead to a degree in a recognized field of study and requires at least one year to complete.
3. Offers academic programs that are comparable in terms of length, curriculum, objectives, learning outcomes, and degrees awarded to those offered by regionally accredited institutions in the United States.
4. Awards the bachelor's master's, or doctor's degree or, if it grants only the associate's degree, includes at least one program leading to a degree in liberal arts or general studies or another area of study widely available at the baccalaureate level of regionally accredited colleges and universities in the United States.
5. Has, for each of its educational programs, clearly defined and published objectives appropriate to higher education in level, standards, and quality, as well as the means for achieving them, including a designated course of studies acceptable for meeting degree requirements, adequate guidance to degree candidates in the satisfaction of requirements, and adequate grading or evaluation procedures.
6. Awards only degrees appropriate to each graduate's level of attainment.

7. Offers its instructional programs entirely or predominantly through coursework that includes face-to-face instruction.
8. Uses English as a principal language of instruction and operation, sufficient to permit an evaluation by the Commission and to ensure the ability of its graduates to continue their education in other regionally accredited U.S. institutions.
9. In addition to study of the areas of specialization proper to its principal educational programs, requires a coherent and substantive program of general education at the postsecondary level, comparable to those offered by institutions in the United States, as either a prerequisite to or a clearly defined element in those programs; documents a commitment and resource base sufficient to facilitate students' achievement of the goals of general education.
10. Has adopted a statement specifying the potential students it wishes to serve, and admits qualified students to its programs under admission policies consistent with this statement and appropriate to those programs.
11. Has students enrolled in and pursuing its principal educational programs at the time of the Commission's evaluation.
12. Has available to students and the public a current and accurate website and catalog or comparable official publication setting forth purposes and objectives, entrance requirements and procedures, rules and regulations for student conduct, programs and courses, degree completion requirements, full-time and part-time faculty and degrees held, costs, refunds, and other items related to attending or withdrawing from the institution.
13. Has a charter and/or other formal authority from the appropriate government agency authorizing it to grant all degrees it awards; has the necessary operating authority for each jurisdiction in which it conducts its activities, and is operating within its authority. If the institution is not legally eligible for local government approval, it otherwise documents its standing and significant support from the local community and other relevant communities of interest.
14. Has sufficient organizational and operational independence to be held accountable for meeting the Commission's standards.
15. Has a governing board that includes representation reflecting the public interest that oversees the institution, working to assure the fulfillment of its mission and advance the institution's level of quality; assures that fewer than one-half of the board members have any financial interest in the institution, including as employee, stock-holder, or corporate director.

16. Has a chief executive officer, appointed by and responsible to the governing board, whose full-time or major responsibility is to the institution and who possesses the requisite authority.
17. Has faculty sufficient in number, qualifications, and experience to support the academic program offered, including an adequate number of faculty whose time commitment to the institution is sufficient to assure the accomplishment of class and out-of-class responsibilities essential to the fulfillment of institutional mission and purposes.
18. Has sufficient staff, with appropriate preparation and experience, to provide the administrative services necessary to support its mission and purposes.
19. Has an administration, faculty, and professional staff who collectively have significant experience in American higher education and are prepared to ensure the institution meets the Standards for Accreditation.
20. Devotes all, or substantially all, of its gross income to the support of its educational purposes and programs.
21. Documents a funding base, financial resources, and plans for financial development adequate to carry out its stated purposes.
22. Has financial records that relate clearly to the institution's educational activities and has these records externally audited annually; if auditing procedures differ from those generally used in the United States, provides financial records reconciled to accounting practices common to American higher education.
23. Has graduated at least one class in its principal educational programs before the Commission's evaluation for accredited status. If the institution has graduated its first class not more than one year before the Commission's evaluation, the effective date of accreditation will be the date of graduation of that first class.

September, 2004
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