Recognized Accreditors

Policy Change Adopted on Second Reading

The Higher Learning Commission (HLC) Board of Trustees (“the Board”) adopted this policy on second reading at its meeting on February 25, 2022.

Background

Because HLC is recognized by both the U.S. Department of Education (“the Department”) and the Council for Higher Education Accreditation (CHEA), it is obligated in certain contexts to review and consider the actions of other accreditors recognized by those bodies and a member institution’s standing with such accreditors. Under the Higher Education Act of 1965, as amended, HLC also has a reporting requirement to the Department if another accreditor recognized by the Department takes certain actions with respect to a member institution.

With these adopted policy changes, HLC standardized the use of the phrase “recognized accreditor,” referring to those accreditors “recognized by either the U.S. Department of Education or the Council for Higher Education Accreditation.” The phrase “recognized accreditor” is used as the sole phrase in all instances where HLC policy refers to those accreditors recognized by the Department or CHEA and will be included in HLC’s Glossary. In the few instances where a policy applies to only an action taken by another accreditor recognized by the Department, the proposed changes explicitly state that in the policy. Where applicable, these changes also clarify the types of accreditor actions subject to the respective policy.

HLC circulated these policy changes to the membership and other interested parties after the Board’s November 2021 meeting. No comments were received warranting changes in language.

Implementation

This policy is effective immediately.
Adopted Policy

Wording that was deleted or revised is shown as strikethrough (old wording); new language, whether through addition or revision, is shown in bold (new wording). These revisions have been made on HLC’s website at hlcommission.org/policies.

Policy Title: Eligibility Requirements
Number: CRRT.A.10.010

An institution must meet all Eligibility Requirements before it is granted candidate status or accredited status.

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18. Accreditation Record
The institution has not had its accreditation revoked and has not voluntarily withdrawn under a show-cause order or been under a sanction with another accrediting agency recognized by CHEA or USDE within the five years preceding the initiation of the Eligibility Process. Within the five years preceding the initiation of the process of seeking accreditation with HLC, the institution has not (a) been subject to a sanction or Show-Cause Order with another recognized accreditor; (b) has not been subject to an adverse action with another recognized accreditor; or (c) has not voluntarily resigned its status with another recognized accreditor while subject to (a) or (b).

19. Good Faith and Planning to Achieve Accreditation
The board has authorized the institution to seek membership with HLC and indicated its intention, if a member of HLC, to accept the Obligations of Membership.

The institution has a realistic plan for achieving accreditation with HLC within the period of time set by HLC policy.

a. If the institution offers programs that require specialized accreditation or recognition from a recognized accreditor in order for its students to be certified or sit for licensing examinations, it either has the appropriate accreditation or discloses publicly and clearly the consequences of the lack thereof. The institution always makes clear to students the distinction between institutional, and specialized, or program accreditation, the various types of accreditation and the relationships between licensure and these various types of accreditation.

b. If the institution is predominantly or solely a single-purpose institution in fields that require licensure for practice, it demonstrates that it is also accredited by or is actively in the process of applying to a
recognized specialized accrediting agency \textit{accreditor} for each field, if such agency a \textit{recognized accreditor} exists.

Policy Number Key

\textit{Section CRRT: Criteria and Requirements}

\textit{Chapter A: Establishing Institutional Eligibility}

\textit{Part 10: General}

\textit{Last Revised: February 2022}

\textit{First Adopted: February 2003}

\textit{Revision History: June 2006, June 2011, November 2020, June 2021, February 2022}

\textit{Notes: Former policy number 1.1(c), 2013 – 1.1(e). In February 2021, references to the Higher Learning Commission as “the Commission” were replaced with the term “HLC.”}

\textit{Related Policies}

\textbf{Policy Title: Assumed Practices}

\textbf{Number: CRRT.B.10.020}

Foundational to the Criteria and Core Components is a set of practices shared by institutions of higher education in the United States. Unlike the Criteria for Accreditation, these Assumed Practices are (1) generally matters to be determined as facts, rather than matters requiring professional judgment and (2) not expected to vary by institutional mission or context. Every institution must be in compliance with all Assumed Practices at all times.

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C. Teaching and Learning: Evaluation and Improvement

1. Instructors (excluding for this requirement teaching assistants enrolled in a graduate program and supervised by faculty) have the authority for the assignment of grades. (This requirement allows for collective responsibility, as when a faculty committee has the authority to override a grade on appeal.)

2. The institution refrains from the transcription of credit from other institutions or providers that it will not apply to its own programs.
3. The institution has formal and current written agreements for managing any internships and clinical placements included in its programs.

4. A predominantly or solely single-purpose institution in fields that require licensure for practice is also accredited by or is actively in the process of applying to a relevant accreditor for each field, as sufficient for licensure, if such a agency recognized accreditor exists.

5. Instructors communicate course requirements to students in writing and in a timely manner.

6. Institutional data on assessment of student learning are accurate and address the full range of students who enroll.

7. Institutional data on student retention, persistence, and completion are accurate and address the full range of students who enroll.

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Policy Number Key

Section CRRT: Criteria and Requirements

Chapter B: Criteria for Accreditation

Part 10: General

Last Revised: February 2022

First Adopted: February 2012

Revision History: June 2013, June 2014, June 2016, September 2017, November 2020, June 2021, February 2022

Notes: Institutions that received HLC extensions to bring their dual credit faculty into compliance with Assumed Practice B.2. are responsible to do so before such extensions have expired. In all other respects, the current Assumed Practices apply to such institutions. In February 2021, references to the Higher Learning Commission as “the Commission” were replaced with the term “HLC.”
Policy Title: Standing with State and Other Accreditors Agencies
Number: FDCR.A.10.090

An institution has a responsibility to remain in good standing with each state in which it is authorized or licensed as well as with any other institutional or programmatic accrediting agency recognized accreditor by the U.S. Department of Education by which it is accredited or pre-accredited up to the point that it voluntarily withdraws from such relationships. An institution shall fairly represent to HLC and to the public its history or current or previous and status with other institutional or programmatic accrediting bodies recognized accreditors and with each state in which it is authorized or licensed. This obligation includes accurately disclosing when an action affecting its accreditation status has been taken by any other institutional or programmatic accrediting bodies recognized accreditor.

An institution shall disclose to HLC any pending or final state actions that affect the institution’s legal status or authority to grant degrees or offer programs and. An institution shall also disclose to HLC any pending or final actions by an accrediting agency a recognized accreditor to withdraw accredited or pre-accredited status, or to impose a sanction, Show-Cause Order or deny an application for such status adverse action. Such disclosure shall take place at the time of the action by the other respective entity and on HLC’s Institutional Update as well as in preparation for a comprehensive evaluation by HLC.

HLC Review. If another such accrediting agency recognized accreditor or if a state has taken any of these actions, HLC will undertake a prompt review of the institution and the related action.

With regard to an applying institution, HLC, through its decision-making processes and subject to the limitations in the Eligibility Requirements, will carefully weigh these matters in reaching its own decision to grant candidacy or initial accreditation. If it chooses to grant candidacy or initial accreditation to such an institution that has been subject to such an action by an accreditor recognized by the U.S. Department of Education, it will provide the Secretary of Education a written explanation of why that action is appropriate within thirty days of taking the action.

With regard to an accredited institution, HLC will determine whether additional review or HLC action, including sanction or withdrawal of accreditation, is appropriate. HLC may undertake its review in any way provided for in HLC policy.
Policy Title: HLC Approval of Institutional Teach Out Arrangements
Number: FDCR.B.10.010

HLC approval of various aspects of an institution’s teach-out arrangements shall be required when an institution must teach-out one or more students.

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HLC Requirements for Teach-Out Agreement
HLC may require that the institution required to submit a Provisional Plan under this policy submit one or more Teach-Out Agreements for HLC’s review and approval in conjunction with such Provisional Plan if the institution must rely on the assistance of one or more institutions (each a teach-out receiving institution) to complete the Provisional Plan. A teach-out receiving institution must be accredited by an agency accreditor recognized by the U.S. Department of Education and, where appropriate, eligible for Title IV financial aid. The teach-out receiving institution must also: be approved by an appropriate state higher education agency and appropriate recognized accreditor(s) accrediting agency to offer the programs offered by the institution
closing or suspending operations; have the necessary experience, resources and support services to provide an educational program that is of acceptable quality and reasonably similar in content, structure and scheduling to that provided by the institution closing or ceasing operations; demonstrate that it can provide students access to such programs and services without requiring them to move or travel substantial distances and; be stable, carrying out its mission and meeting all obligations to its existing students.

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HLC Approvals Related to Teach-Out
Where HLC is approving a teach-out plan for an academic program or where HLC is approving an institution’s participation as a teach-out receiving institution, staff may act to review and provide approval; all other necessary approvals related to teach-out shall be provided by a decision-making body of HLC recognized by the U.S. Department of Education. If HLC approves a Provisional Plan or Teach-Out Agreement that includes a program accredited by a specialized or professional recognized accredditor, HLC shall notify that accreddditor.

Institutional Closure Without Approved Provisional Plan or Teach-Out Agreement; Failure to Comply With Teach-Out Policy
In the event of an institutional closure without an approved Provisional Plan, HLC shall work with the U.S. Department of Education, the appropriate state agency, if any, and any applicable programmatic recognized accreddditor, in the event any member institution closes without a Provisional Plan approved by HLC, to the extent feasible, to assist students in finding reasonable opportunities to complete their education without additional charges.

An institution that does not close entirely, but that fails to comply with HLC Teach-out policy when otherwise required, may be subject to sanction for noncompliance with HLC requirements.

Policy Number Key

Section FDCR: Policies Required by Federal Regulation
Chapter B: Teach Out
Part 10: General

Last Revised: February 2022
First Adopted: June 2008

Revision History: revised February 2009, February 2010, November 2010, August 2016, June 2017, June 2020,
Notes: Policies combined November 2012: 3.9, 3.9(a), 3.9(b), 3.9(c), 3.9(d). In February 2021, references to the Higher Learning Commission as “the Commission” were replaced with the term “HLC.”

Related Policies:

Policy Title: Candidacy and Initial Accreditation
Number: INST.B.20.020

An institution seeking accredited status with HLC through the Eligibility Process shall apply for and serve a period of candidacy. Such candidacy shall typically be for four years from the date action is taken to grant candidacy to the date action is taken to grant or deny accreditation, with a minimum candidacy period of at least two years (2 years), and not to exceed five years (5 years).

Assurance Filing. An institution hosting a comprehensive evaluation for candidacy or initial accreditation shall submit the following:

1. evidence of meeting the Eligibility Requirements;
2. evidence of meeting the Assumed Practices;
3. for candidacy, evidence that the institution can reasonably meet the Criteria for Accreditation within the period of candidacy;
4. for initial accreditation, evidence that the institution meets the Criteria for Accreditation, which may include findings of met with concerns;
5. evidence of meeting the Federal Compliance Requirements;
6. branch campus evaluation information, if applicable; and
7. any addenda requested by the team during the evaluation process.

In addition, HLC shall supply information including, but not limited to, information from the Eligibility Process or accelerated process for initial accreditation in which the institution has engaged; official correspondence; public comments; previous evaluation team reports and action letters, if any; information from the institution’s accreditation file regarding its standing with other recognized accrediting agencies; and any other information HLC deems appropriate.
Policy Title: Accelerated Process for Initial Accreditation
Number: INST.B.20.032

In some instances, institutions that meet the qualifications listed below may be eligible to apply for initial accreditation through an accelerated process.

The accelerated process is distinct from HLC’s other processes for seeking accreditation. An institution participating in an accelerated process does not participate in the Eligibility Process. The institution does not hold candidacy status, and thus does not hold any status with HLC, prior to being granted initial accreditation.

Qualifications to Apply for Initial Accreditation Through the Accelerated Process
An institution must meet the following qualifications in order to apply for initial accreditation through the accelerated process:
1. The institution, in its current form, is currently institutionally accredited (a) by an accreditore agency that is recognized by the U.S. Department of Education and that is historically known as a regional accreditor or (b) by a state entity that is recognized by the U.S. Department of Education as an institutional accreditor of degree-granting institutions of higher education;

2. The institution, in its current form, has (a) been accredited by its current institutional accreditore agency for at least the past ten (10) years or (b) has undergone a reaffirmation of accreditation review with its current institutional accreditore agency in the past two (2) years that did not result in a sanction or other similar negative action; and

3. The institution, in its current form, has not been placed on a sanction, show-cause order, or other similar negative action with its current institutional accreditore agency for at least the past ten (10) years.

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Policy Number Key

Section INST: Institutional Processes
Chapter B: Requirements for Achieving and Maintaining Membership
Part 20: Becoming and Defining a Member Institution

Last Revised: February 2022
First Adopted: June 2021
Revision History: February 2022
Notes:
Related Policies:

Policy Title: Change of Control, Structure, or Organization
Number: INST.B.20.040

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The Board will not consider for approval any proposed Change of Control, Structure or Organization involving an institution that is under a sanction, Show-Cause Order or adverse action from any other recognized accreditor or loss of status or authorization from any other recognized accrediting agency or state.
entity or is under investigation by any state entity, or involving a buyer or investor who owns such an institution except as described in this policy. The Board will also not consider for approval any proposed Change of Control, Structure or Organization for an institution the Board has determined within the previous twelve months to merit withdrawal of accreditation, even if a formal action to withdraw accreditation has not yet taken place.

The Board will consider a Change of Control, Structure or Organization for a member institution on sanction or under a Show-Cause Order only if there is substantial evidence that the proposed transaction resolves the issues the institution must address during the sanction or Show-Cause period and the transaction otherwise meets each of the Approval Factors identified in this policy.

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HLC’s website. Within ten (10) days HLC also notifies the U.S. Department of Education and the appropriate state agency and other recognized accreditors agencies regarding the resignation.

The institution must meet all Obligations of Membership until the resignation becomes effective. Voluntary resignation does not release an institution from past and current financial obligations to HLC.

After resignation, an institution is ineligible for membership for a period of one year. If an institution seeks accredited status with HLC following a resignation, it must reapply through the Eligibility Process.

Policy Number Key

Section INST: Institutional Processes
Chapter B: Requirements for Achieving and Maintaining Membership
Part 30: Obligations of Membership

Last Revised: February 2022
First Adopted: August 1987 and October 1988
Notes: Policies combined November 2012 – 1.5, 3.8. In February 2021, references to the Higher Learning Commission as “the Commission“ were replaced with the term “HLC."
Related Policies: COMM.A.10.020 Management of HLC Records and Information, FDCR.B.10.010 HLC Approval of Institutional Teach-Out Arrangements

Policy Title: Obligations of Membership
Number: INST.B.30.020

While seeking and holding membership with HLC, an institution voluntarily agrees to meet obligations set forth by HLC as follows:

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7. The institution describes itself in identical terms to HLC and to any other recognized accreditor or regulatory body with which it holds or seeks membership with regard to purpose, operating authority, governance, programs, locations, degrees, diplomas, certificates, personnel, finances, and constituents.
8. The institution notifies HLC and its constituents when it receives a pending or final adverse action from or has been placed on sanction by any other recognized accreditor agency or if a state has issued a pending or final action that affects the institution’s legal status or authority to grant degrees.

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2. evidence relevant to the action or the institution’s compliance with the Criteria for Accreditation, Federal Compliance Requirements or other HLC policies may be required or anticipated within a specified period of time.

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adverse action or official notice of pending or final adverse action accredited or pre-accredited status prior to the action; or

2. evidence relevant to the action or the institution’s compliance with the Criteria for Accreditation, Federal Compliance Requirements or other HLC policies may be required or anticipated within a specified period of time.

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All HLC actions will be provided to state higher education agencies, the U.S. Department of Education and recognized accreditors agencies within thirty (30) days of the action. This includes actions to reaffirm accreditation, grant or deny accreditation or candidacy, or approve or deny a substantive change, or approve the results of monitoring.

1. With regard to an action to place an institution on Notice or Probation, to extend Notice or Probation, to remove an institution from Notice or Probation, to issue a Show-Cause Order to an institution, or to remove a Show-Cause Order, HLC will provide notification of the action to applicable state higher education agencies, the U.S. Department of Education, and applicable recognized accreditors agencies simultaneously with the action being communicated to the institution, and not later than thirty (30) days after the action, and will provide notification to the public within one (1) business day of notice being provided to the institution.

2. With regard to an action to deny or withdraw accreditation or candidacy, HLC will provide notification of the action to applicable state higher education agencies, the U.S. Department of Education, and applicable recognized accreditors agencies simultaneously with the action being communicated to the institution, and not later than thirty (30) days after the action, and will provide notification to the public within one (1) business day of notice being provided to the institution.

3. With regard to a decision by an institution to voluntarily resign accreditation or candidacy, HLC will provide notification of the action to state higher education agencies, the U.S. Department of Education, and recognized accreditors agencies within ten (10) days of receipt of notice of voluntary resignation as required by policy, and will provide notification to the public within one (1) business day of notifying the institution that the voluntary resignation has been accepted, but not more than thirty (30) days.

4. With regard to an action to approve a Provisional Plan, HLC will provide notification to recognized accreditors agencies of approval of the plan not later than thirty (30) days after the action if the teach-out includes a program accredited by such agency.

Such notification shall take place for the public through a Public Disclosure Notice (PDN) on HLC’s website, and for state higher education agencies, the U.S. Department of Education and recognized accreditors agencies through electronic or other communication.
Policy Title: Relations With Other Recognized Accreditors Agencies
Number: COMM.C.10.020

Notification of Actions and Other Institutional Information. HLC will notify other recognized accreditors of accreditation actions taken by HLC’s Board of Trustees in accordance with the requirements set forth in the Notice of Accreditation Actions, Public Notices, and Public Statements policy.

Other Information Provided to Recognized Accrediting Agencies Accreditors. If another recognized accreditor seeks written or other information about a current or previous member institution, or about an institution that has previously sought status with HLC, HLC may, in its discretion, forward that information to the other recognized accreditor after receiving a written request. HLC may, but is not required to, consult with or otherwise inform the member institution regarding the request.

Consideration for the Accreditation Decisions of and Information Provided by Other Recognized Accrediting Agencies Accreditors. HLC will base its accreditation decisions on its own requirements, policies and procedures.

However, in determining whether an institution meets HLC requirements, HLC may consider the reports, action letters and information of other recognized accreditors agencies previously or currently associated with the institution, with specific attention to any adverse, probationary or show-cause actions. HLC also requires
that institutions disclose such information to HLC as required by the Obligations of Membership. HLC may request information directly from a recognized 

accreditor agency

and include such information for review by an evaluation team considering an accrediting action.

In considering a substantive change HLC may request information from an institution regarding its other accreditations or may request it directly from the recognized accreditor agency and take it into account in the accrediting action.

If another accreditor agency recognized by the U.S. Department of Education has denied or withdrawn accreditation or pre-accreditation or placed the institution on sanction, HLC, through its decision-making processes and subject to its requirements, will carefully weigh these matters in reaching its own decision to grant or reaffirm accredited or candidate status. If it chooses to grant or reaffirm accredited or candidate status to such an institution, it will provide the U.S. Secretary of Education a written explanation within thirty (30) days of taking action of why the issues that led to the action by the other accreditor agency did not preclude HLC from reaching its decision.

Concurrent Visits With Other Recognized Accrediting Agencies. If initiated by a member institution, HLC may conduct a visit concurrently with another recognized accreditor agency. While the teams of the participating agencies may coordinate their activities on campus, including information gathering, representatives of other recognized accreditors shall not participate in HLC team deliberations, and any production of a team report will be done separately by each accreditor agency.

Policy Number Key

Section COMM: HLC Obligations
Chapter C: Relationships with External Agencies
Part 10: General

Last Revised: February 2022
Notes: Former policy number – 9.1. In February 2021, references to the Higher Learning Commission as “the Commission” were replaced with the term “HLC.”

Related Policies: