

AAAC – Association of Accrediting Agencies of Canada

Guidelines for Good Practice in the Accreditation of Professional Programs

- An accreditation process incorporates the principles of quality assurance and continuous improvement, which is transparent, fair and objective, and respects confidentiality.
- The purpose of the accreditation process is to evaluate the quality of academic programs and to promote their continuing improvement.
- The accreditation agency is autonomous from the educational program under accreditation review.
- The accreditation agency has representatives, and/or appointees, from relevant stakeholders.
- The accreditation agency administers its affairs with prudent fiscal and human resources management to ensure the accreditation process is effectively and consistently conducted.
- The accreditation review is held on site at the site(s) of the educational program under review and includes input from relevant stakeholders.
- Qualified reviewers, as defined by the accrediting agency conduct the accreditation review.
- A mechanism for training reviewers is in place.
- Clear description of the accreditation process, including the goals and specific steps and actions to be taken by the parties to the process are in place.
- Time-defined accreditation status and requirements to maintain the status are available.
- Published recognition of accredited programs is in place.
- Accreditation standards that are grounded in principles of quality, equity, consistency and objectivity are in place.
- Standards must be published and should relate to the following:
 - Requirements of the educational institution;
 - Administrative structure of the educational program;
 - Goals and objectives of the educational program;
 - Expected outcomes of the educational program;
 - Requirements for financial, human, technical, learning and non-academic resources including the use of computer technology and social media;
 - Evaluation mechanisms of both students and programs.
- Appropriate procedure for the appeal of accreditation decisions is in place.
- A process for continuous improvement of the accreditation standards and process is in place.