



**FLORIDA ASSOCIATION OF ACADEMIC
NONPUBLIC SCHOOLS**

“Accrediting Member” Application Form

 Initial *Reinstatement*

NAME OF ORGANIZATION: _____

Mailing Address: _____

City _____ **State** _____ **Zip** _____

Phone: _____ **Fax:** _____

E-Mail Address: _____

Website Address: _____

Organization’s current Board Members and Titles:

_____ **Title:**

_____ **Title:**

_____ **Title:**

_____ **Title:**

Year Organization was established: _____

Number of Accredited Member Schools: _____ *

** Attach the organization’s most recent **SCHOOL MEMBERSHIP INFORMATION CHART.***

Number of Counties that schools are located in: _____

Please indicate a response to the following Standards for Recognition as a FAANS “Accrediting Member” and provide supporting documentation as necessary.

1. The organization has been in existence for a minimum of ten (10) years. Yes No
Please provide copies of by-laws and/or Articles of Incorporation indicating years of existence.

2. The organization has been involved in the process of accrediting its schools for a minimum of five (5) years. *Please provide documentation indicating compliance of this standard.*

Yes No

3. The organization has been a “Non-Accrediting Member” of FAANS for a minimum of three (3) consecutive years.
 Yes No
4. A representative of the Association has attended a minimum of twelve (12) meetings with the Membership and Standards Committee and twelve (12) regular FAANS Meetings prior to submitting this Application for “Accrediting Member.”
 Yes No
5. The Minutes of Meetings from the past two (2) years are attached herein. .
 Yes No
6. The organization has at least ten (10) separately governed and operated accredited schools in at least ten (10) counties of Florida. At least half (50%) of these schools must also be accredited by one or more FAANS “Accrediting Member” Associations.
 Yes No
8. The organization’s “**School Membership Information Chart**” is attached herein.
 Yes No
9. The organization has Standards and evaluative criteria clearly expressed in written form and posted on their website.
 Yes No
10. All accredited member schools comply with local, State and Federal laws and must comply with FAANS published Standards and Policies.
 Yes No
11. The organization has a liaison available to the Florida Department of Education and maintain current information on file with the FDOE.
 Yes No
12. The organization has submitted their current Standards in electronic format to the FAANS Secretary and agrees to report to the FAANS Secretary and to the Membership and Standards Committee Chair any substantial changes to their accrediting process or Standards.
 Yes No
13. The organization has a current website that provides the following minimum information:
- a. Association’s History, Purpose and Philosophy
 - b. By-Laws, Code of Ethics and Mission Statement
 - c. Standards, Policies and Procedures, including non-discriminatory policies and evaluative criteria

that is used to evaluate schools and determine status of accreditation

d. Membership List *(with information on each of their accredited schools, including name, contact information, website/email address, grades served, year established, names of other "Accrediting Member" associations that accredit them, enrollment and other accrediting information.)*

e. Board of Directors *(with Name, Title and contact information of each Director.)*

f. Fee Schedule

g. All Accreditation Forms, including Self-Study, Checklists, Guidelines for Visiting Committee, etc.

Yes No

Comments: _____

14. The organization had a successful on-site visit by a FAANS representative during the regular accreditation visits of one of its accredited member schools.

Yes No

Name of representative: _____

Organization: _____

Date of Visit: _____

Date favorable Report was received: _____

15. The organization has the written sponsorship of two FAANS Accrediting Member Associations and a written recommendation letter from the representative of an Accrediting Member organization that visited one of their accredited member schools.

Yes No

Names of the two sponsoring Organizations:

1. _____

2. _____

16. The organization has paid all required dues.

Yes No

17. The organization understands that their member schools are prohibited from representing themselves or advertising that they are members of FAANS.

Yes No

18. The organization understands that their member schools are required to abide by FAANS ECE Standards and minimum K-12 Standards for accredited schools.

Yes No

AGREEMENT

Each Accrediting Member organization of the Florida Association of Academic Nonpublic Schools (FAANS) must subscribe to the FAANS Code of Ethics and Standards, and in so doing expresses its willingness to be guided by the principles and standards as enumerated below. Each FAANS member organization is to provide the FAANS Secretary a signed copy of the Code. The signature must be that of the Chief Officer of the organization or a representative with the authority to sign on behalf of the organization.

FAANS stipulates that the Code establishes a framework upon which the FAANS member organizations may work with each other in an environment of integrity and trust. Subscription to the Code (i.e., membership in FAANS) is indicative of each member organization's commitment to the "spirit" of the Code as well as the "letter."

FAANS does not, by intent or policy, oversee the operations of its individual member(ship) or the schools within each organization's membership. Compliance by individual members is the responsibility of each organization.

Each FAANS "Accrediting Member" organization hereby understands and agrees to the following:

1. Accept the statement of mission and the goals and purposes of FAANS as stated in the FAANS Charter.
2. Participate, with regularity, in the FAANS meetings and take an active and equitable part in discussions, issues, and responsibilities.
3. Have or establish its own standards and code of ethics to which each member school must subscribe.
4. Assume an equitable part in supporting and meeting the needs of all nonpublic schools in the state, and willingly help to protect the rights and interests of nonpublic schools from unwarranted, unfair and/or discriminatory regulations by local, state or federal agencies.
5. Oversee its member schools to ensure compliance with state laws in regard to reporting, attendance, health, safety, and sanitation.
6. Ensure that each member school provides facilities, staff, structure, and programs adequate to fulfill the mission and purpose of that school.
7. Assist member schools in maintaining institutional integrity to include advertising, finances, curricular and extracurricular programs, student recruitment and transfers, academic policies and procedures and the treatment of parent or student complaints.
8. Ensure that its member schools do not discriminate on the basis of race, color, national or ethnic origin.
9. Assist member schools in providing equitable access to available scholarship funds and in establishing policies that administer such funds by defensible criteria.

10. Encourage member schools to maintain standards of good sportsmanship and fair competition and to discourage the recruitment of student athletes.
11. Keep its constituency apprised of issues and concerns that may affect nonpublic schools, and solicit their voices on issues that are of concern to them.
13. Pay annual dues and assessments in a timely manner.
14. Communicate openly and honestly with the FAANS membership on issues that affect nonpublic schools, the FAANS organization, and the schools represented by its membership.
15. Will not use FAANS name on school letterhead and will prohibit schools to represent themselves as members of FAANS.
16. If a complaint is received regarding a FAANS Non-Accrediting Member, the FAANS President will inform the Association's representative in writing. The Non-Accrediting Member's representative will then have thirty (30) days to respond to the allegations in writing. The information will be emailed to the Chair of the Membership and Standards Committee who will decide whether or not allegation(s) merit further investigation. The Chair will then report findings to the FAANS Executive Officers. Decision to retain or rescind membership will be by majority vote of the FAANS Executive Officers at the subsequent FAANS Meeting.

Name of Accrediting Association's Representative:

Title: _____

Signature of Representative: _____

Date Application submitted: _____

\$500.00 APPLICATION FEE Paid on: _____

Check # _____

OFFICE USE ONLY

NAME OF ACCREDITING ORGANIZATION

APPLICANT: _____

Interviews with Membership & Standards Committee:

1st Year: **Date:** _____
Date: _____

2nd Year: **Date:** _____
Date: _____

3rd Year: **Date:** _____
Date: _____

Attendance at three (3) years of FAANS meetings as a "Non-Accrediting Member":

1st Year: **Date:** _____
Date: _____

2nd Year: **Date:** _____
Date: _____

3rd Year: **Date:** _____
Date: _____

____ **Recommended by Membership & Standards Committee** **Date:** _____

____ **Vote of FAANS membership** **Date:** _____

Result of Vote: _____ *In Favor* _____ *Opposed*

If application denied, explanation:
