ACCJC Accreditation Checklist

2024 Accreditation Standards | June 2025 document

References such as 2ii identify Required Documentation items.

Review the academic processes and records CourseLeaf can support.

☐ Document faculty-led academic decisions

4.2-4.3

CIM retains curriculum proposals, academic rationale, reviewer participation, and approvals through workflows that reflect institutional governance.

Records: Approval routes, faculty reviews, and completed proposals.

CIM

☐ Maintain coherent courses and programs

2.1

CIM maintains course and program structures, prerequisites, and academic relationships. CAT carries approved requirements into publication.

Records: Approved program structures, prerequisites, and requirement grids.

CIM / **CAT**

☐ Review credits and credential requirements

2.1; Required Documentation 2i

CIM retains credit values, program requirements, rationale, and approvals. CAT publishes credit definitions and applicable institutional-credit policies.

Records: Course credits, program totals, academic policies, and approvals.

CIM / **CAT**

☐ Connect general education requirements

2.3

CIM maintains approved general education designations and curriculum relationships. CAT publishes the framework and requirements students need to follow.

Records: General education framework, approved courses, and published requirements.

CIM / **CAT**

ACCJC / Continued

☐ Maintain approved learning outcomes

2.1-2.2

CIM can maintain outcomes and curriculum relationships in the institution's configured academic model. CAT and SYL help communicate approved expectations.

Records: Approved outcomes, curriculum relationships or maps, and revision history.

CIM / **CAT** / **SYL**

☐ Keep syllabi aligned with approved information

2.2; 2.4: course information component

SYL connects approved course information and shared institutional requirements with faculty-managed content, helping departments maintain and retrieve representative syllabi.

Records: Syllabi across sections, locations, and formats; required institutional content.

SYL

☐ Carry review findings into academic changes

2.9

CIM can retain supplied assessment or program-review findings with resulting proposals and approvals. CAT and SYL carry approved revisions into publication. The institution supplies assessment results.

Records: Findings, related proposals, approvals, and revised academic information.

CIM / **CAT** / **SYL**

☐ Publish trusted academic requirements

2.4; Required Documentation 2ix

CAT connects approved course and program information with collaborative editing, review, publication, and archived catalog editions.

Records: Catalog URLs, reviewed requirements, and applicable archived editions.

CAT

ACCJC / Continued

☐ Publish academic policies and course expectations

2.4; Required Documentation 2iii; 2vi-2vii: publication only | 4.1 | Required Documentation 2iv

CAT publishes approved academic policies and procedures. SYL carries required language or links into syllabi, including applicable integrity, academic freedom, complaint, and AI guidance.

Records: Reviewed policy pages, publication dates, and syllabus references.

CAT / **SYL**

☐ Keep student-facing disclosures current

Required Documentation 2ix; 2xi: applicable public information

CAT can publish or link to calendars, costs, refund policies, accreditation statements, and applicable program disclosures supplied and verified by institutional content owners.

Records: Reviewed public URLs, current statements, and content-owner approvals.

CAT

☐ Maintain transfer decisions and credit policies

Required Documentation 2ii | Required Documentation 2ii; 2xiii

Commons supports course-equivalency review using current academic information. CAT publishes transfer and prior-learning policies. Other prior-learning evaluations and individual credit awards remain institutional responsibilities.

Records: Reviewed equivalencies, transfer criteria, prior-learning policies, and articulation information.

Commons / **CAT**

☐ Connect advising with planning and registration

2.7

PATH connects course discovery, academic planning, schedule building, and registration using curriculum, degree-audit, and student-specific SIS information. CAT provides published requirements.

Records: Planning guidance, registration procedures, and representative student journeys.

PATH / **CAT**

ACCJC / Continued

☐ Coordinate offerings for timely progress

2.5

CLSS helps departments coordinate required offerings and identify scheduling conflicts. CLSS Analytics Explorer adds enrollment and waitlist insight to inform course-capacity decisions.

Records: Required-course schedules, conflict reviews, demand analyses, and capacity changes.

CLSS

☐ Coordinate instructional assignments

3.1: teaching assignment information

CLSS supports coordinated course offerings and teaching assignments. These records inform instructional-capacity discussions; faculty qualifications and sufficiency judgments remain with the institution.

Records: Section schedules, teaching assignments, and capacity comparisons.

CLSS

☐ Maintain expectations across delivery formats

2.6: academic expectations and supporting records

CIM retains approved curriculum and faculty review. SYL supports shared course information across locations, modalities, and partnered offerings. Actual instructional quality and interaction require institutional evidence.

Records: Approved course records, representative syllabi, and academic approval history.

CIM / **SYL**

☐ Review included alternative credentials

2.1; Required Documentation 2xii-2xiii: included offerings

Where included in the configured environment, CIM retains academic proposals, outcomes, and approvals for noncredit or short-form offerings. CAT publishes approved descriptions.

Records: Included credential records, academic approvals, and published information.

CIM / **CAT**

☐ Coordinate program changes and student completion

Required Documentation 2viii

CIM records program changes and effective terms. CAT communicates revised requirements; CLSS and PATH support remaining offerings and student planning. External approvals and teach-out obligations remain institutional.

Records: Approved changes, effective requirements, remaining offerings, and planning guidance.

CIM / **CAT** / **CLSS** / **PATH**

Official sources: Official standards / Related guidance

Institutions demonstrate compliance. CourseLeaf capabilities vary by module and configuration.