

**NACCAS Standards and Criteria**  
**Effective August 13, 2011**

**Standard IV**

**IV. ADMISSIONS POLICIES AND PROCEDURES**

The institution has published student admissions policies that are appropriate for the educational courses and/or program(s), and the institution follows these policies.

- D 1. The institution's admission policies require that each student meet one of the following:
- a. Have a high school diploma, or its equivalent, a transcript showing completion, or a certificate of attainment (only applicable for non-Title IV recipients) certified/verified by the high school's state or other recognized agency; or
  - b. Have a state-issued credential for secondary school completion if home schooled; or
  - c. Have the ability to benefit from the training, according to the NACCAS Ability to Benefit Policy.
  - d. If attending under a training agreement with a government agency, school district, and/or other entity, meets the admission requirements set out in the training agreement and/or applicable state licensing or certification regulations.
- D 2. The institution's written catalog complies with the NACCAS catalog requirements.
- D 3. Before accepting an applicant for admission, the institution provides the applicant access to the institution's catalog.
- D 4. Before enrollment each applicant is provided access to written information that accurately reflects the most recent annual report year statistics.
- D 5. Before enrollment each applicant is provided access to written information that accurately reports the certification or licensing requirements of the jurisdiction for which it is preparing graduates.
- D 6. Before enrollment each applicant is provided access to written information that accurately reports the median loan debt **(Title IV, if applicable and non-Title IV)** incurred by students who completed each program identified separately as ~~Title IV loan debt, if applicable, and debt from private educational loans and institutional financing plans based on what is owed when students complete their programs for the most recent NACCAS Annual Report year.~~  
**The institution must meet one of the following:**
- a. Institutions participating in Title IV programs must provide the information in accordance with the most recent year as required by the U.S. Department of Education.**
  - b. Institutions not participating in Title IV programs must provide the information for the most recent NACCAS Annual Report year.**
- D 7. The institution uses an enrollment agreement that complies with the NACCAS Enrollment Agreement Requirements.
- D 8. A copy of the fully executed enrollment agreement is provided to the enrollee and legal guardian, as applicable.
- D 9. A copy of the fully executed enrollment agreement is maintained by the institution.
- D 10. The institution's policies clearly state that the institution does not discriminate on the basis of sex, age, race, color, religion, or ethnic origin in admitting students.