

INITIAL BRANCH CAMPUS ON-SITE EVALUATION REPORT

The branch campus has been reviewed to determine the school's compliance with the accreditation requirements listed below. The letter "C" indicates compliance with the requirement; the letters "NC" indicate noncompliance.

1. ___ Instructor Credentials in the field (Cosmetology, Massage, etc.) (Standard II, Criterion 1)
2. ___ Substitute Instructors (Standard II, Criterion 3)
3. ___ Current School License (Standard III, Criterion 1)
4. ___ Lines of Authority Established (Standard III, Criterion 2)
5. ___ Written Operating Procedures/Job Responsibilities (Standard III, Criterion 2)
6. ___ Advertising (Standard III, Criterion 5; NACCAS Policy on Advertising)
7. ___ Student Right to Privacy Policy (Standard III, Criterion 7b)
8. ___ Student Right to Access Files (Standard III, Criterion 7a)
9. ___ Training Agreements with Other Agencies (Standard III, Criterion 8)
10. ___ Catalog (Standard IV, Criterion 1)
11. ___ Admissions Policy (Standard IV, Criterion 2)
12. ___ Admissions Practices (Standard IV, Criterion 5)
13. ___ Enrollment Agreement (Standard IV, Criterion 7)
14. ___ Academic Advising (Standard V, Criteria 2 and 3)
15. ___ Program/Course Outlines (Standard VI, Criterion 2)
16. ___ Lesson Plans (Standard VI, Criterion 7)
17. ___ Clinic and Classroom Equipment (Standard VIII)

- 18. _____ Safety/Compliance with Regulations Governing Fire, Health, and Other Safety Issues (Standard VIII, Criterion 5)
- 19. _____ Price List (Standard VIII, Criterion 7c)
- 20. _____ Evaluation Procedures/Progress Records (Standard IX, Criteria 1, 2, and 3)

Reference No.

School Name

School Owner's Signature

Date

Evaluator in Academic Category

Date

Evaluator in Administrative Category

Date

NACCAS Staff's Signature

Date