ICAISA REVIEW PROCESS

The International Council Advancing Independent School Accreditation (ICAISA) provides quality assurance and accountability through a rigorous and impartial review of the accreditation programs of its member associations. Beginning with an extensive Initial Review and utilizing annual reporting, the 10-year review cycle ensures that ICAISA holds associations accountable while also promoting transformative leadership in the accreditation field.

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### ICAISA Review

- Provides Quality Assurance.
- Ensures Accountability.
- Encourages innovative practices and continuous improvement.
- Inspires transformative leadership in the accreditation field.

### Initial Review Preparation
- Submit inquiry for membership and discuss review process with ICAISA Executive Director.
- Apply for membership in ICAISA.
- Complete self-study including compliance with Criteria and identification of areas of future focus.

### Application and Preparation

#### Provisional Year

#### Year 1

- Candidate Association submits Initial Review Report to ICAISA.
- ICAISA Board approves/makes membership.
- If approved, Candidate Association hosts Initial Review Team for on-site visit.
- ICAISA Board approves or declines membership.
- Association receives a certificate and is classified as a Full Member.

#### Year 5

- Association submits an Annual Report ensuring continued compliance with Criteria and self-assessment of Association’s accreditation program.
- Review Team conducts virtual and/or onsite visit and prepares Interim Review Report.
- ICAISA Board approves or declines continued membership.

#### Year 6

- Association submits Interim Report highlighting compliance with Criteria and Standards and analysis of Association Essential Capacities.
- Review Team conducts virtual and/or onsite visit and prepares Interim Review Report.
- ICAISA Board approves or declines continued membership.

#### Year 10

- Association prepares self-study.
- Documents compliance with Criteria and Standards.
- Assesses Essential Capacities.
- Identifies strengths and areas of improvement within the accreditation program.

#### Years 1-10

- Association submits an Annual Report ensuring continued compliance with Criteria and self-assessment of Association’s accreditation program.
- Review Team conducts virtual and/or onsite visit and prepares Interim Review Report.
- ICAISA Board approves or declines continued membership.

#### Preparation for Renewal Visit

- Association hosts Renewal Review Team for onsite visit with ICAISA, receives Renewal Review Report.
- Within one year, Association submits Renewal Review Report to ICAISA Board, which holds Renewal Review Team.
- ICAISA Board approves or declines renewal.
- The 10-year renewal cycle with Initial, Interim, and Renewal Reviews and Annual Reports repeats.