

## **Suggested sections and length for Precandidacy Application:**

### **Introduction and history**

One to three paragraphs.

### **Mission of institution**

One to three paragraphs.

### **Mission of school or department that offers the degree**

One to three paragraphs.

### **Mission and goals of program seeking accreditation**

Any length necessary.

### **Contextual Statement**

Describe where program is within system/institution/school. Try to limit to three paragraphs.

### **Program size**

Number of candidates, average class size, number of faculty and load. Project how this will change if at all during precandidacy and candidacy period.

### **Program governance**

One to three paragraphs.

### **Committee structure and curricular process**

Name policy-making committees and describe process.

### **Systematic Planning, Standard I**

Any length necessary, tie directly to Standard.

### **Curriculum, Standard II**

Any length necessary, tie directly to Standard.

### **Faculty, Standard III**

Any length necessary, tie directly to Standard.

### **Students, Standard IV**

Any length necessary, tie directly to Standard.

### **Administration, Finances, and Resources, Standard V**

Any length necessary, tie directly to Standard. Include projected budget through Pre-candidacy and Candidacy. Describe resources in detail and include diagrams.

### **Plan for achieving Candidacy status**

Provide actions with agreed-upon schedule. Include plans and methods for assessment and evaluation with calendar/schedule.