



ACIS Institutional Accreditation – Process & Requirements



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For Programs Seeking Accreditation in Trichology & Integrative Sciences



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1. Eligibility & Self-Study Review

Before an institution can be considered for accreditation, it must establish **eligibility** by demonstrating that it offers a structured program in **Trichology or Integrative Sciences** and operates with clear governance and policies.

Requirements:

- Complete the **Institutional Application** and pay the eligibility review fee.
- Submit organizational documents: mission statement, bylaws, organizational chart, program catalog/student handbook, refund and grievance policies.
- Provide a **Self-Study Report**, including:
 - Curriculum outline (hours/credits mapped to ACIS standards).
 - Sample syllabi.
 - Faculty qualifications (CVs, licenses, certifications).
 - Assessment methods (exams, clinical evaluations, grading rubrics).
 - Student services and support mechanisms.
 - Facility and clinic/lab protocols for safety and sanitation.
- The ACIS review panel evaluates the self-study for completeness, clarity, and alignment with ACIS Standards.

2. Peer Review

Peer review is the **evaluation of your institution by a panel of qualified reviewers** with expertise in trichology, integrative sciences, and education.

What it Involves:

- Reviewers assess the **Self-Study Report and evidence files**.
- Institutions may be asked for additional documentation or clarification.
- Peer reviewers evaluate whether your program outcomes, curriculum, and policies meet ACIS standards of quality, integrity, and transparency.
- Reviewers prepare a written evaluation with findings and recommendations.

Outcome:

- Full Accreditation (meets standards).



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- Conditional Accreditation (must address deficiencies).
 - Denial (does not meet eligibility requirements).
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3. Site Visit (if required)

For institutions with larger, more complex programs, or if further verification is needed, ACIS may conduct an **on-site visit**.

What Happens During a Site Visit:

- A team of peer reviewers and ACIS staff visit your campus.
- They inspect classrooms, labs, and clinics for compliance with safety and training standards.
- They interview faculty, staff, and students to confirm institutional claims.
- They review student files, assessments, and outcome data.

Requirements:

- Provide access to all facilities, records, and personnel requested by the site visit team.
- Cover the **site visit fee** and associated travel expenses.

Outcome:

The site visit team submits a report to ACIS with recommendations. Final accreditation decisions are made after combining the Self-Study Review, Peer Review, and Site Visit findings.

Final Decision

The ACIS Commission issues one of the following statuses:

- **Full Accreditation:** Institution meets or exceeds ACIS standards.
- **Conditional Accreditation:** Institution must correct deficiencies within a set timeframe.
- **Denial of Accreditation:** Institution does not meet standards at this time.

Accredited institutions are listed in the **ACIS Public Directory** and must submit annual reports and maintenance fees to remain active.