



HVAC/R
Programmatic Accreditation
Application

Application for HVAC/R Programmatic Accreditation

Date of application: _____

The school is applying for (check one) _____ **Initial** _____ **Renewal of accreditation**

The school is a (n) (check one) _____ **Main School** _____ **Branch** _____ **Additional Location.**

The school is (check one) _____ **Secondary** _____ **Post Secondary**

Name of School / Institution: _____

Address 1: _____

Address 2: _____

City: _____ State _____ Zip Code _____

Telephone Number: _____ Fax Number: _____

Website: _____

Current School Director/Administrator: _____

HVAC Dept Chair: _____

If the school applying for accreditation is a branch or additional location, please complete the following information for the main school:

Name of Main School/Branch: _____

Address 1: _____

Address 2: _____

City: _____ State _____ Zip Code _____

Telephone Number: _____ Fax Number: _____

Current School Director/Administrator: _____



Supply the following information for the school that is applying for accreditation:

1. The school has been training HVAC/R students continuously (except for regularly scheduled vacation periods) since (month/year) _____
2. Under what legal authority is the school operating? _____

3. The school is currently licensed or approved to operate as a school by the State of _____
4. Licensure or approval became effective on _____ and expire on _____
5. The school is institutionally accredited by: _____
6. If the school has been (check one)
 denied accreditation,
 removed from accreditation,
 or voluntarily withdrawn its accreditation
from any accrediting agency, please attach a detailed explanation of the circumstances included in the action.
7. If there are any pending adverse actions against the school, please attach a detailed explanation of the circumstances involved in the action.

The Director / Administrator of the school submits this application for which HVAC Excellence programmatic accreditation is sought, and hereby attests to the following:

1. The school is voluntarily seeking accreditation by HVAC Excellence.
2. School officials have reviewed the Standards of Accreditation and supporting materials.
3. School officials fully accept and support the concept of programmatic accreditation as a voluntary, non-governmental process of third party validation involving peer review.
4. School officials understand that, in applying for programmatic accreditation, the school;
 - A. voluntarily submits itself to a periodic review and a reasoned judgment by HVAC Excellence as to the program's qualifications.
 - B. has every opportunity, as part of the accrediting process, to present itself in its best light and to respond to any concerns.
 - C. assumes an obligation to be complete, and accurate in presenting information to, and answering questions from members of the HVAC Excellence accrediting board.
 - D. voluntarily accepts responsibility to comply with the Programmatic Accreditation Standards of HVAC Excellence.
5. A non-member school will not make any promotional use of its application for programmatic accreditation prior to a grant of accreditation.

DISCLOSURES

1. Has any individual connected with the school been directly or indirectly employed or affiliated with any school which has lost or been denied accreditation by any accrediting agency during that individual's period of employment or affiliation? _____Yes _____No. If the answer to Item 1 is yes, please attach a statement to this application that details the facts and circumstances surrounding the school's loss or denial of accreditation.
2. Has any individual connected with the school been directly or indirectly employed or affiliated with any school, which has closed or entered into bankruptcy during that individual's period of employment or affiliation? _____Yes _____No. If the answer to Item 2 is yes, please attach a statement to this application that details the facts and circumstances surrounding the bankruptcy or school closure.
3. Has any adverse final action been taken by any court or administrative body (e.g., federal or state court, grand jury, U.S. Department of Education, or any state agency) as to any individual connected with the school, in a civil or criminal proceeding? _____Yes _____No.
4. Is there now a proceeding or investigation pending in any court or administrative body (e.g., federal or state court, grand jury, U.S. Department of Education, or any state agency) involving any individual connected with the school, which relates to the matters in Item 3? _____Yes _____No.

If the answer to Item 3 or Item 4 is yes, please attach a statement to this application, which gives full disclosure concerning the persons and matters involved, including an identification of the court or administrative body and the proceeding. If applicable, detail the facts and circumstances surrounding any investigation involving any individual connected with the school. Also, include a statement of the facts upon which the proceeding or investigation is or was based, a statement detailing the nature of the offense alleged or committed, and a description of the current status or disposition of the matter. If the proceeding or investigation has been resolved, please describe the resolution and circumstances that led to the resolution.

CERTIFICATION

I certify that the information herein and attached hereto is correct and that the school has consistently described itself in identical terms to each accrediting agency (where more than one accrediting body is concerned) with regard to identity, purpose, governance, programs, degrees, diplomas, certificates, personnel, finances, constituents served, and keeps each accrediting agency apprised of any change in its status with one or another accrediting body.

I grant permission for the HVAC Excellence accreditation board to contact the appropriate state agencies, the State and U.S. Department of Education, other accrediting agencies, or any other organizations appropriate for review of this application.

Name:

Title:

(School Director / Administrator)

Signature:

Date:



Accreditation