



NAPS

National Association of Private Schools

CANDIDACY EVIDENCES FOR ACCREDITATION

Checklist

The following items are to be submitted to N.A.P.S. using the shared Google folder that has been set up for your school and contains the subfolders for each standard. The preferred file format is PDF for documents and JPG for pictures. Please place each evidence in the corresponding subfolder for the standard as listed.

- ___ Copy of the Christian Educational Philosophy and Mission Statement (Standard #1)
- ___ Copy of staff's diplomas, degrees, and certificates of training (Standard #3)
- ___ Copy of the school's brochure and enrollment information (if not on the website) (Standard #1)
- ___ Copy of the school's policies and procedures Manual (Administration Manual) (Standard #2)
- ___ Copy of the Student Handbook (Standard #2)
- ___ Copy of the Staff Handbook (Standard #3)
- ___ Copy of School's course requirements for graduation (Standard #2)
- ___ List of items required for student cumulative folders (Standard #4)
- ___ Copy of School's non-plagiarism policy (Standard #4)
- ___ Copy of three student transcripts (High School, Elementary, and High School Graduate) (Standard #6)
- ___ Copy of the high school diploma issued to graduate students (Standard #6)
- ___ Photographs of the building, classrooms and office facilities (Photos)
- ___ Seven letters of recommendation for accreditation (Standard #7)
 - Recommendation Letters from two Businesses, two Educators, and three Parents
- ___ School's Annual Budget (Standard #5)
- ___ School's Profit/Loss Statement (Standard #5)
- ___ Copy of the School's Improvement Plan (Standard #1)
- ___ Copy of the Institutional Registration (if required by the state) (Standard - Policies)