



Florida Coalition of Christian Private Schools Accreditation



Private School Accreditation Application 2023-2024 School Year

This application is the first step in the accreditation process for schools that are not currently accredited by the FCCPSA. Only schools that are current members of the Florida Coalition of Christian Private Schools Accreditation may apply.

Part A: Contact Information

School Name: _____			
State of Florida Number: _____		Number of enrolled Students: _____	
Web Site URL: _____			
Physical Address: _____			
City: _____		Zip: _____	County: _____
Mailing Address: (if different) _____			
City: _____		State: _____	Zip: _____ County: _____
Office E-Mail: _____		Email Contact Person: _____	
Office Phone: _____		Office Fax: _____	
Name(s) of any other agencies with which you are registered: _____			

Part B: Administrative Contact Information:

Administrator: _____	
Cell Phone: _____	E-Mail: _____
Additional Contact (Name/Position): _____	
Cell Phone: _____	E-Mail: _____

Part C: Accreditation Process:

Steps to Full Accreditation

✓ **Step 1: Site Readiness Visit: \$350**

An accreditation team leader will visit the school campus in person or by video conference, for the readiness review. The seven School Quality Factors (SQF) will be covered including how to complete the documentation and site-visit portions of the accreditation process.

**Accommodation and travel expenses may be charged where applicable.*

Accreditation Process

***The FCCPSA Private Schools Administrator's Manual is an essential tool and is required for purchase in completing the accreditation process. Cost is \$179.**

Step 2: Self-Study and Review: \$750

Part One: Self-Study: The Self-Study is the process whereby the institution begins documenting its level of compliance with the four Domains. Each of the Domains has been divided into four Standards, allowing for several teams within the institution to focus on specific areas. Each Standard has between one and five Indicators. For each of the sixteen sections (and included standards), the school will provide documentation and narratives as evidence of their current level of compliance. Once this application is processed, a Dropbox folder will be created for submission of the self-study workbooks, evidence, and documentation.

Refer to the FCCPSA K-12 Accreditation Manual 5.0 or later for additional details on the Self-Study Process. Schools have eighteen months to complete the Self-Study, and all fees received are non-refundable.

Part Two: Review of the Self-Study: The Evaluation Chair and Inspection Team will review the evidence and narratives contained in the Self-Study. Areas of clarification or additional documentation will be communicated with the school's administration before the Site Visit is scheduled.

Step 3: Site-Visit: Cost Varies

Every school is unique, so no two site visits will be the same. Therefore, the number of days scheduled, and the number of site visit team members will vary depending on the school type, programs offered and size.

Site Visit Cost breakdown: Team Leader Day one: \$800; each additional team member \$400 per day.

Refer to the FCCPSA K-12 Accreditation Manual for additional details on the Site Visit process.

Step 4: FCCPSA Accreditation Committee Review:

The results of the Self-Study, External Review and the institution's Continuous Improvement Plan will be presented to the FCCPSA Accreditation Committee for review. The committee will vote to approve the school for accreditation or provide a list of areas of improvement that must be met before accreditation can be obtained.

Part D: Please enclose a copy of the following items: (Or email a PDF version to the FCCPSA office.)

_____ School Brochure _____ School Philosophy, including a Statement of Faith
_____ Annual Database Survey submitted to FLDOE for the previous school term.

Please return this completed form with your Phase I payment and the required items from section D.

_____ **Total Amount Enclosed: \$ 350** (Site Readiness Fee) **(Make check payable to FCCPSA.)**

_____ **Total Amount Enclosed: \$ 529** (Site Readiness Fee plus Administrators Manual)

Signed: _____ Date: _____

Please return this signed form with your payment to:

FCCPSA
P.O. Box 5100
Deltona, FL 32728-5100

If you have any questions, please call or email:
Joe Gibilisco, President
(386) 218-5310 joe.gibilisco@fccpsa.org