



## ***Principles of Good Practice in Overseas International Education Programs for non-US Nationals***

In 1990 the executive directors of the regional accrediting associations adopted a statement of “Principles of Good Practice in Overseas International Education Programs for non-US Nationals,” and agreed to recommend adoption of the statement by the individual regional commissions with the understanding that “each regional institutional accrediting body will apply these principles consistent with its own accrediting standards.”

The Accrediting Commission for Senior Colleges and Universities adopted the Principles, stressing that the principles will be applied in a manner consistent with its *Handbook of Accreditation*. In particular, the Commission stresses that:

All off-campus and other special programs providing academic credit are integral parts of the institution and maintain the same academic standards as regular campus programs (Standard 1).

The faculty of the accredited institution exercises central responsibility for the academic programs, quality, and character of overseas programs. The faculty has the major role in design and implementation of the curriculum (CFR 3.11).

Each overseas program shall have a core of fulltime faculty whose primary employment obligation is to teaching and research at the institution. (CFR 3.2)

All undergraduate programs shall include a general education segment (CFR 2.2 and Guideline).

Overseas programs provide library services and hold readily available basic collections at all program sites. Interlibrary loan or contractual use arrangements may be used to supplement basic holdings, but are not used as the main source of learning resources. (CFR 3.6)

### **The Principles of Good Practice**

**Preface:** The Executive Directors of the regional institutional accrediting bodies subscribe to the following Principles of Good Practice in Overseas International Education Programs for Non-US Nationals. Each regional institutional accrediting body will apply these principles consistent with its own accrediting standards.

#### **Institutional Mission**

1. The international program is rooted in the US institution’s stated mission and purposes and reflects any special social, religious, and ethical elements of that mission.

2. The faculty, administration, and governing board of the US institution understand the relationship of the international program to the institution's stated mission and purposes.

### **Authorization**

3. The international program has received all appropriate internal institutional approvals, including that of the governing board.
4. The international program has received all appropriate external approvals where required, including system administration, government bodies, and accrediting associations.
5. The US institution documents the accepted legal basis for its operation in the host country.

### **Instructional Programs**

6. The US institution specifies the educational needs to be met by its international program.
7. The content of the international educational program is subject to review by the US institution's faculty.
8. The international education program reflects the educational emphasis of the US institution, including a commitment to general education where appropriate.
9. The educational program is taught by faculty with appropriate academic preparation and language proficiencies and whose credentials have been reviewed by the US institution.
10. The standard of student achievement in the International programs are equivalent to the standard of student achievement on the US campus.
11. The international education program where possible and appropriate is adapted to the culture of the host country.

### **Resources**

12. The institution currently uses and assures the continuing use of adequate physical facilities for its international education program, including classrooms, offices, libraries, and laboratories, and provides access to computer facilities where appropriate.
13. The US institution has demonstrated its financial capacity to underwrite the international program without diminishing its financial support of the US campus. Financing of the international program is incorporated into the regular budgeting and auditing process.

### **Admissions and Records**

14. International students admitted abroad meet admissions requirements similar to those used for international students admitted to the US campus, including appropriate language proficiencies.
15. The US institution exercises control over recruitment and admission of students in the international program.
16. All international students admitted to the US program are recognized as students of the US institution.
17. All college-level academic credits earned in the international program are applicable to degree programs at the US institution.
18. The US institution maintains official records of academic credit earned in its international program.
19. The official transcripts of record issued by the US institution follows the institution's practices in identifying by site or through course numbering the credits earned in its off-campus programs.

### **Students**

20. The US institution assures that its institutional program provides a supportive environment for student development consistent with the culture and mores of the international setting.
21. Students in the international program are fully informed as to services that will or will not be provided.

### **Control and Administration**

22. The international program is controlled by the US institution.
23. The teaching and administrative staff abroad responsible for the educational quality of the international program are accountable to a resident administrator of the US institution.
24. The US institution formally and regularly reviews all faculty and staff associated with its international programs.
25. The US institution assesses its international programs on a regular basis in light of institutional goals and incorporates these outcomes into its regular planning process.

### **Ethics and Public Disclosure**

26. The US institution can provide to its accrediting agencies upon request a full accounting of the financing of its international program, including an accounting of funds designated for third parties within any contractual relationship.

27. The US institution assures that all media presentations about the international program are factual, fair and accurate.
28. The US institution's primary catalog describes its international program.
29. The US institution does not sell or franchise the rights to its name or its accreditation.
30. The US institution assures that all references to transfer of academic credit reflect the reality of US practice.
31. The US institution assures that if US accreditation is mentioned in materials related to the international program; the role and purpose of US accreditation is fairly and accurately explained within these materials.

### **Contractual Arrangements**

32. The official contract is in English and the primary language of the contracting institution.
33. The contract specifically provides that the US institution controls the international program in conformity with these guidelines and the requirements of the US institution's accreditations.
34. The US institution confirms that the foreign party to the contract is legally qualified to enter into the contract.
35. The contract clearly states the legal jurisdiction under which its provisions will be interpreted will be that of US institution.
36. Conditions for program termination specified in the contract include appropriate protection for enrolled students.
37. All contractual arrangements must be consistent with the regional commissions' document, "Contractual Relationship with Non-Regionally Accredited Organizations."