



THIRD PARTY COMMENT FORM

A third-party comment may be submitted the Commission at any time as it relates to the compliance of a member institution with Eligibility Requirements (ERs), Accreditation Standards, or Commission Policies. Such comment must be submitted in writing, signed, and accompanied by the affiliation, return address and telephone number of the correspondent. Commission staff will review all third-party comment to assess its applicability to ERs, Accreditation Standards, or Commission policies. Institutions will be provided with an opportunity to review applicable third-party comment. An applicable third-party comment will be provided to the Commission for consideration.

A third-party comment also assists the Commission as it considers applications for reaffirmation of accreditation. When an institution is undergoing a review, the Commission requires the institution's chief executive officer to notify the campus, community, and public of the opportunity for submission of third-party comments and the process for doing so. In order to ensure evaluation by the external evaluation team, third-party comment should be received by the Commission no later than five weeks before the evaluation team visit. The team evaluation of third-party comment will become part of the Commission review of the college at the scheduled Commission meeting. *(See Policy on Rights and Responsibilities of the Commission and Member Institutions Part F.)*

***Name of Third Party:** _____

***Email and Phone Number:** _____
(for follow-up questions)

***Address:** _____

***Date:** _____

***Name of Institution:** _____

Your Relationship to the Institution:

___ Currently Enrolled Student

___ Former Student

___ Faculty Member

___ Former Faculty Member

___ Staff

___ Former Staff

___ Alumnus

___ Interested Party (state relationship: _____)

A. Please provide any comment about the institution's quality or effectiveness:

B. On what evidence are you basing your comment?

Thank you for your interest in quality higher education and the accreditation process.

Submit as an attachment to: accjc@accjc.org, or mail to:
Accrediting Commission for Community and Junior Colleges
10 Commercial Blvd., Suite 204, Novato, CA 94949

(*Denotes a required field)