Eligibility Checklist

(Please complete form)

Select either Yes (Y) or No (N) for each item.

|  |  |  |  |
| --- | --- | --- | --- |
| Y | N | 1. | The school is a current member of ORUEF. |
|  | | | |
| Y | N | 2. | The school has legal authority to operate in its state. |
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| Y | N | 3. | The school is under control of a governing body, duly empowered with its governance and meeting all legal requirements.  This condition may be met by a church board or other church authority, duly authorized and established to operate on behalf of the school. Schools not under the direction of a church board or other church authority must have a governing body of at least five (5) members with a majority having no contractual, employment, or personal financial interest in the school. |
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| Y | N | 4. | There is a chief administrative officer designated for the school, properly charged with the direction and administration of the school. |
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| Y | N | 5. | The school has been in operation for at least one (1) year with enrolled students. |
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| Y | N | 6. | The school has and maintains a minimum enrollment as follows:  Preschool and/or daycare only 20  Elementary grades only 60  Middle School grades only 60  High School grades only 60  K5 through grade 8 or 9 90  K5 through grade 12 120  Preschool through grade 12 120  \*May be waived if the school can otherwise demonstrate financial sustainability and that it is meeting the needs of its students. |
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| Y | N | 7. | The school has written statements of faith and purpose.  These, and all other related statements and policies, must be consistent with the ICAA Statements of Faith and Purpose. |
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| Y | N | 8. | The school can demonstrate its ability to provide appropriate resources to fulfill its purposes.  This is to be represented in the latest financial summary and/or audit, drawn up in accordance with sound and ethical business practices, meeting all legal requirements and stipulations. |
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| Y | N | 9. | The school offers daily Bible instruction at all grade levels in the school. |
|  | | | |
| Y | N | 10. | The school participates in a standardized testing program for all grade levels in the school. |

Eligibility Checklist

(Continued)

Select either Yes (Y) or No (N) for each item.

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| --- | --- | --- | --- | --- | --- |
| Y | N | 11. | The administrator charged with the daily supervision of the school:  A. Holds a graduate degree in School Administration or a related field; or  B. Holds a minimum of a bachelor’s degree in Education Administration or a related field with at least three (3) years of teaching experience in a Christian school, and is making satisfactory progress toward the completion of a master’s degree in Christian School Administration or a related field. | | |
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| Y | N | 12. | The professional expertise of each faculty member is demonstrated through the following criteria:  A. Holds appropriate qualifying teaching certificate, or a provisional certificate with evidence of progress toward full certification; and/or  B. Has received a baccalaureate degree from an accredited or recognized college, or is currently enrolled in an approved continuing education program leading toward a baccalaureate degree. | | |
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| Y | N | 13. | The school has, or has made contractual arrangements for, an appropriate and adequate collection of learning resources. | | |
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| Y | N | 14. | The chief administrator of the school has expressed, in writing, his/her school’s intent and commitment to be accredited by ICAA. | | |
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| Y | N | 15. | The school, by completing the Pre-Candidacy Application Form, is willing to comply with all accreditation fees and expenses; provide necessary information to the Commission and official representatives as they fulfill the accreditation process; and shall allow its accreditation status level to be published or otherwise made known to other agencies, institutions, or individuals. | | |
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| Note: If you marked No (N) for any item on the Checklist, please call the ICAA office at (918) 493-8880 to discuss the item more fully. | | | | | |
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| School Name | | | | | |
|  | | | | | |
| School Address | | | | | |
|  | | | |  |  |
| City | | | | State | Zip |
|  | | | |  | |
| Chief Administrative Officer | | | | Title | |
|  | | | | |  |
| Signature of Chief Administrative Officer | | | | | Date |