



Tuesday, May 31, 2016

Dear School Owner and Interested Party:

The NACCAS Arlington Workshop Hotel Registration Deadline is Friday, June 3rd.

June 25, 2016 Pre-Candidate Class (Saturday)

June 26-27, 2016 NACCAS Workshop (Sunday and Monday)

Hilton Crystal City at Washington Reagan National Airport

2399 Jefferson Davis Highway

Arlington, VA 22202

Single/Double Rates: \$109

Hotel Telephone Number: (703) 418-6800

Hotel Registration Deadline: June 3, 2016

NACCAS Registration Deadline: June 17, 2016 or until attendance capacity is met.

Visit the [NACCAS Workshop page](#) to register for this and other workshops.

NACCAS Workshop Requirements (effective 1/1/2015):

- **New schools** (pre-candidate schools) are required to attend a Pre-Candidate Class on Saturday, as well as, the NACCAS workshop, which will be held on Sunday and Monday, within the 6 month period prior to submitting an Application for Candidate Status.
- **Candidate schools** are required to attend a NACCAS workshop, which will be held on Sunday and Monday, once during the first 12 months of candidacy and again, if necessary, during the second 12 months of candidacy.
* Candidate schools who have not yet attended a NACCAS workshop, must attend the Pre-Candidate Class on Saturday, prior to the NACCAS workshop, which will be held on Sunday and Monday. This is a one-time requirement.
- **Newly Accredited schools** are required to attend a NACCAS workshop, which will be held on Sunday and Monday, at least once during each of the institution's first 3 years of accreditation.
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Reminder to NACCAS-accredited schools: Your school's email address may be important to NACCAS as a part of the requirement that you are able to receive all official communications relevant to your accreditation. Before you unsubscribe make sure that NACCAS has a valid email address for your school.

National Accrediting Commission of Career Arts & Sciences | 4401 Ford Ave. Suite 1300 | Alexandria, VA 22302

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- **Accredited schools** are required to attend a NACCAS workshop between 9 and 24 months of their next anniversary date./li>
- **NACCAS Evaluators** are required to attend a NACCAS workshop, which will be held on Sunday and Monday, within 24 months of attending a prior workshop.

Attendees must remain through the conclusion of each day (5-6pm) to receive full NACCAS workshop attendance credit. Please book your flights accordingly.

Don't delay, register early, to ensure your space at one of our upcoming workshops.

If you have any questions regarding workshop registration, please contact Tetiana Williams at 703-600-7600, ext. 169 or via email at twilliams@naccas.org.

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