



Thursday, August 20, 2015

Dear School Owner and Interested Party:

If your school's anniversary date is between now and July 2017, and you have not attended a workshop recently, you may want to consider registering for one of the upcoming **NACCAS Accreditation workshops** in 2015 to stay in compliance with NACCAS requirements.

The discounted room rate for the Salt Lake City workshop expires Friday, September 4th.

September 26, 2015 Pre-Candidate Class (Saturday)

September 27-28, 2015 NACCAS Workshop (Sunday and Monday)

Hilton Salt Lake City Center

255 South West Temple

Salt Lake City, UT 84101

Room Rate: \$129 single/double

Hotel Reservation Deadline: September 4, 2015 or until the hotel room block is filled.

Hotel Telephone Number: (801) 328-2000

NACCAS Registration Deadline: September 18, 2015 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-

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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.
- **Accredited schools** are required to attend a NACCAS workshop between 9 and 24 months of their next anniversary date.
- **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 Michelle Stock at 703-600-7600, ext. 110 or via email at mstock@naccas.org.

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.

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