



8/11/2014

## Dear School Owner and Interested Party:

The purpose of this webinar is to discuss the nuts and bolts of a post-secondary institution's catalog. Why an entire webinar on a school catalog? Most academics would agree that a catalog is one of the most fundamental aspects of any learning institution. Whether it is a half-page pamphlet or a multi-page, bound document, it encompasses a vital reference for teachers, administrators, not to mention current and prospective students. It is so important in fact, that it is a document that is required for accreditation. Because a catalog houses many, if not all, of a school's policies and procedures, it touches on virtually every aspect of any learning institution; everything from the grading system, to refunds, to admissions and graduation requirements, to other student services. Because of this, the school catalog is intimately tied with the other three required NACCAS checklists for all Institutional Self-Studies (ISS's).

We will be offering a webinar on August 28th, 2014, at 2:30pm EDT that will provide participants with an understanding of the school catalog.

Please [click here](#) to register for the webinar.

**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

To not receive further emails from us, please [click here](#) or reply to this email with "unlist" in the Subject line.