IACBE Annual Reporting Requirements

All IACBE Members with Accredited programs are required to complete three annual compliance reporting requirements are due **no later than February 1st** of each year.

These requirements help ensure accuracy in public statements regarding IACBE accreditation, confirm the accuracy of the published list of accredited programs, and verify that the most recent student achievement data for IACBE-accredited programs is made available to the public.

Requirement 1: Public Disclosure of Student Achievement

The IACBE requires Members with accredited programs to have evidence of student achievement and its expectation for the measure of student achievement readily available to the public.

Institutions must report at least one of the following achievement measures for each IACBE-accredited program (including each area of concentration) using *data from the most recently concluded academic year* (e.g. reports due 2/1/24 should use data from the 2022-23 AY).

Institutions may choose to include more than one measure for each program from the following list, but each program must disclose *at least* one measure.

- Attrition
- Retention
- Graduation rates
- Licensure pass rates
- Job placement rates
- Employment rates
- Acceptance into advanced degree program (For example, continuing education to achieve next level degree)

*Note: for programs with less than 10 enrollments, the institution may indicate that insufficient data is available.

Please ensure that the most up to date template for the Public Disclosure of Student Achievement is being used. The Public Disclosure of Student Achievement template and examples are available on the Member Only Resources page of the IACBE website.

Please ensure that all IACBE-accredited programs are listed on the Public Disclosure of Student Achievement (including each area of concentration). For a complete list of IACBE-accredited programs, refer to the institution's Member Status page which is available on the IACBE website under Accreditation > Member Status Information. If there are programs listed that are

no longer offered by the institution, please complete a Program Termination Report, available on the IACBE website under Accreditation > Compliance.

The Public Disclosure of Student Achievement should be posted on the webpage of each academic business unit that offers IACBE-accredited programs. If an institution does not have a website, please reach out to the IACBE for guidance.

Requirement 2: Statements if IACBE Membership

Review your institution's website to ensure all references to IACBE accreditation reflects only the IACBE-approved language. The approved language that must be used for all reference to IACBE accreditation can be found in the Member Resources page "Public Statements of Membership"

Requirement 3: Web Path Notification Form

Submission of the Web Path Notification Form is the Member's attestation that:

1. The IACBE Public Disclosure of Student Achievement has been updated with results from the most recently concluded academic year and meets IACBE requirements.

2. All statements of IACBE accreditation reflect approved language. *Prior to submission, please ensure that your institution is using an approved statement.*

DO NOT PROVIDE URL ADDRESSES. Beginning with the institution's home page, provide the steps ("clicks") to get to a)-PDSA and b)-public statement of IACBE membership.

a) For example, to get to the public statement of IACBE membership:
   1. Click on 'Academics'
   2. Click on 'School of Business'
   3. Click on 'IACBE Accreditation'

b) For example, to get to the Public Disclosure of Student Achievement:
   1. Click on 'Academics'
   2. Click on 'School of Business'
   3. Click on 'IACBE Public Disclosure of Student Achievement'

The Web Path Notification form is to be submitted via the IACBE website under Accreditation > Compliance> WebPath Notification Form