



Dear Applicant:

This is to inform all current IACET Accredited Providers (APs) that have begun the reaccreditation process about revisions in the Reaccreditation Application based on the ANSI/IACET 2018-1 Standard. It is our desire to provide you with the best possible experience as you navigate the process of maintaining your status as an IACET Accredited Provider. The changes are based on feedback from Accredited Providers who have completed the accreditation process and input from the Commission and approved by the IACET Accreditation Review Committee (ARC) and will go into effect March 1, 2021.

The ARC reviewed and added some clarifying language and additional instructions that we believe you will find helpful. If you are in the application process and complete your first submittal by 11:59 PM EST on February 28, 2021, you will see no in the application. If you have entered your organization's application information into the AMS portal and will be completing your first submittal after 12:00 AM EST on March 1, 2021, your application will be converted to the revised application format. You could experience some "loss" of information. Please changes see the **Important Information** at the bottom of this letter.

Revisions include better instructions and additional text boxes in the demographic section of the application. In addition, expanded guidance has been added to describe acceptable evidence and clarify what needs to be addressed.

If you need further clarification or have any questions regarding these updates, please contact Dr. Karen LaMarsh, Director of Accreditation and Training at [karen.lamarsh@iacet.org](mailto:karen.lamarsh@iacet.org).

Best regards,

*Casandra Blassingame*

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**Important Information: There could be some "loss" of information.**

There are two types of changes being made, substantive and non-substantive. For items experiencing a non-substantive change where information already exists, then there will be no loss of information. For items experiencing a substantive change where information already exists, the item will be reset to “unanswered” and be required to be re-answered using the updated requirements. It would be wise for you to go ahead and download those responses prior to the switch over.

- Non-substantive Changes – minor clarification or expansion of guidance.
  - Recreditation Application
    - Section 2
    - Section 6
    - Section 7
- Substantive Changes – a major change in the evidence requirement or behavior of the item.
  - Recreditation Application
    - Section 5