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|  | Year 1 | Year 2 | Year 3 | Year 4 | Year 5 | Year 6 | Year 7 |

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| The [Institutional Self Evaluation (ISER)](https://accjc.org/wp-content/uploads/Manual-for-Institutional-Self-Evaluation-OCT2015.pdf) is required of an institution every seven years and is an in-depth self-assessment of how well the institution meets the [Accreditation Standards](https://accjc.org/wp-content/uploads/Accreditation-Standards-Adopted-June-2014.pdf) and Eligibility requirements, and includes a Quality Focused Essay (QFE). |  | A [Follow-Up Report](https://accjc.org/wp-content/uploads/Guidelines-for-Preparing-Institutional-Reports.pdf#page=9) is required when an institution must provide evidence that demonstrates it has addressed recommendations to meet Standards, and resolved deficiencies identified in evaluation team reports (ISER site visit). |  | A [Midterm Report](https://accjc.org/wp-content/uploads/Guidelines-for-Preparing-Institutional-Reports.pdf#page=7) is required of all institutions midway between comprehensive visits and will provide: 1) a 4-year analysis of annual reporting; 2) address Institutional Effectiveness recommendations by the evaluation team; and 3) address the institutions self-identified Actionable Improvement Plans. |  |  | The [Institutional Self Evaluation (ISER)](https://accjc.org/wp-content/uploads/Manual-for-Institutional-Self-Evaluation-OCT2015.pdf) is required of an institution every seven years and is an in-depth self-assessment of how well the institution meets the [Accreditation Standards](https://accjc.org/wp-content/uploads/Accreditation-Standards-Adopted-June-2014.pdf) and Eligibility requirements, and includes a Quality Focused Essay (QFE). |

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| The Annual Report includes data for **Student Achievement** (institutional set standards for course completion, degrees awarded, and transfer), and CTE pass rates and employment rates) and **Student Learning Outcomes and Assessment**. |

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| The Annual Fiscal Report includes District/System data for Stability of Revenue, Expenditures/Transfer, Liabilities, other Post Employment data, and Annual Audit information. |

\*A [Substantive Change Proposal](https://accjc.org/publications/) is required by the institution for any change the Commission considers substantive. Changes must be approved by the Commission in order to comply with new Higher Education Opportunity Act (HEOA) regulations. A Substantive Change Proposal can be submitted any time during the seven year cycle, or a thorough description of the change can be included in the ISER if the change will occur with six months of the ISER due date.