

NATEF Program Standards Policy/Procedure Summary of Changes

The following changes apply to auto, collision and truck programs.

1. Policies - Accreditation Process - NATEF Review

Programs will have a maximum of **12 months** to complete the accreditation process from the date their Application for Accreditation or Application for Renewal of Accreditation is received by the NATEF office (this timeframe may be shortened when applying under standards that are in the process of being phased out).

The following information is repeated in the Procedures section of the Program Standards.

NOTE:

- Programs seeking accreditation renewal must submit renewal application prior to accreditation expiration.
- If the program has not renewed prior to the program accreditation expiration date, the program will expire, and be removed from the NATEF accredited schools list.
- Programs that have expired will have 6 months post expiration to renew (under current program requirements). **Any program expired beyond 6 months must follow the initial accreditation process.**

2. Policies - Accreditation Process - Recommendation for Accreditation

When the standards are met, the program will become accredited for a period of five years from date of accreditation approval.

3. Qualifications of On-Site Evaluation Team Members

The **initial/renewal** accreditation evaluation team consists of:

1. **Evaluation Team Leader (ETL)** - the ETL is selected by NATEF once the program has been approved for an on-site visit.
2. **Two on-site evaluation team members** - Acceptable team members should be from industry, one from a dealership and one from an independent repair facility. One member may also be a current program advisory committee member. If an advisory committee member is selected they **must not** have participated in the program self evaluation.
3. **One alternate team member** - In the event one of the team members is unavailable the alternate team member will conduct the on-site evaluation. The alternate team member may be from a dealership, an independent repair facility or a current advisory committee member.
4. Only **one** current Advisory Committee member can be selected as a team member.

Team members must not be former instructors or graduates of the program within the past **three** years.