



## Council for Standards in Human Service Education

Update Management, Inc.  
9600 SW Oak Street  
Tigard, OR 97223  
<http://www.cshse.org>

### Application for Accreditation of Human Service Program

Programs must be current members of the Council to apply for accreditation, and annual membership must be maintained as a condition of accreditation.

The accreditation process can vary in duration based on the institutional and curriculum processes. Programs are encouraged to contact the Vice President of Accreditation prior to submission of the accreditation application form to determine their readiness. See <http://www.cshse.org> for current contact information.

From the date of application, programs have two years to complete the initial accreditation process. Directions for completing the self-study and a timeline for Council approval are available in the *Member Handbook: Accreditation and Self-Study Guide*, which is available on the Council website. Accreditation is approved for five years.

The accreditation process includes completion of a self-study that is read and assessed by independent readers and a site visit by representatives of the Council. If you have questions on the form or accreditation process, contact the Vice President of Accreditation.

Submit the completed accreditation application form and the \$500.00 accreditation fee electronically. You will find directions on the website. If the same curriculum is used at multiple sites, the \$500 fee covers the entire program. If there are multiple sites and the curriculum is not standardized across the entire program, there is a \$50 charge for each additional site.

Programs can pay the fee with credit card directly online at the CSHSE webpage and submit the application electronically as well. If the program's finance department requires a check be mailed, please mail to:

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### APPLICATION FOR HUMAN SERVICES PROGRAM ACCREDITATION

<b>Date of Application</b>	
<b>Program Accreditation Information</b>	
• Name of Program	
• Degree level of program (Associate, Baccalaureate, Masters)	
• Is this an initial accreditation application?	<input type="checkbox"/> Yes <input type="checkbox"/> No
• Is this a re-accreditation application? If yes answer the following: a. Year of initial accreditation b. Year of last accreditation c. Year of last site visit	<input type="checkbox"/> Yes <input type="checkbox"/> No a. _____ b. _____ c. _____
• Is this program offered exclusively online?	<input type="checkbox"/> Yes <input type="checkbox"/> No
• Is this program offered at multiple sites?	<input type="checkbox"/> Yes <input type="checkbox"/> No
• Member of CSHSE since	Year _____
• Paid membership up to	Year _____
<b>Institution Contact Information</b>	
• Institution	
• Department	
• Address	
• Phone number	
• Email address	



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<b>Multiple Sites (if applicable)</b>	
If the program is offered at multiple sites, list the address and contact information for each site. You must include an additional \$50 for each additional site.  Note: If the site does not use the same curriculum, each site must apply separately for accreditation.	
<b>Program Director/Chair</b>	
• Name and title	
• Phone number	
• Email address	
• Address (if different from above)	
<b>Responsible for Self-Study</b>	<i><u>Note:</u> Unless otherwise noted, mail will be addressed to this person.</i>
• Name and title	
• Phone	
• Email address	
• Address (if different from above)	