ACCREDITATION COUNCIL FOR PHARMACY EDUCATION
INTERNATIONAL SERVICES PROGRAM
FLOWCHART FOR APPLICATION, GRANTING, DENIAL, APPEAL & RE-APPLICATION FOR CERTIFICATION

LETTER OF INTENT:
- REQUIRED DOCUMENTATION

REVIEW OF DOCUMENTS BY STAFF ELIGIBILITY CRITERIA MET?

YES

PRE-APPLICATION CONSULTATION

SELF STUDY

APPLICATION:
- INVITE TO EVALUATE
- SELF-STUDY REPORT
- FEE
- OTHER MATERIALS

YES

AUTHORIZE ON-SITE VISIT

MINIMUM 12 MONTHS

REMAND DECISION OF BOARD

SUCCESSFUL?

REVIEW OF APPLICATION BY BOARD

SCHOOL SUBMITS APPLICATION?

NO

PAY APPLICATION RE-SUBMISSION FEE

NO

YES

RE-SUBMIT WITHIN 12 MONTHS?

REVIEW OF APPLICATION BY IC SUCCESSFUL?

NO

REVIEW OF APPLICATION BY PRELIMINARY REVIEW TEAM SUCCESSFUL?

YES

ACPE RECOMMENDS SCHOOL TO REVISE AND RE-SUBMIT

NO

RE-APPLICATION RE-SUBMISSION FEE

NO

YES

RE-APPLICATION RE-SUBMISSION FEE

YES

AT ANY TIME IN THE PROCESS, THE SCHOOL MAY VOLUNTARILY WITHDRAW ITS APPLICATION OR REQUEST ACPE TO POSTPONE ACTION

MINIMUM 12 MONTHS

PRE-APPLICATION CONSULTATION

OPTIONAL SUPPLEMENTARY INFORMATION

REVIEW & RECOMMENDATION BY IC

RECOMMEND GRANT?

REVIEW & DECISION BY ACPE BOARD

GRANT

CERTIFICATION OR PROVISIONAL CERTIFICATION

DENIAL AFTER APPEAL

FIRST DENIAL

SCHOOL APPEALS THE DECISION?

YES

OUTCOME OF APPEAL?

AFFIRM DECISION OF BOARD

SCHOOL APPLIES FOR CERTIFICATION?

NO

REVIEW OF APPLICATION BY STAFF DOCUMENTS COMPLETE?

NO

YES

ON-SITE EVALUATION PREVIOUSLY COMPLETED?

YES

ON-SITE EVALUATION

REVISE & RESUBMIT

RECOMMEND GRANT?

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