MEMO REGARDING POLICIES AND PROCEDURES CHANGES

FROM: Mike Rouse, Director, International Services

The Certification and Precertification Policies and Procedures have recently undergone a review and as a result, multiple changes have been made.

Rationale behind changes to ISP Policies and Procedures (Section #6 Eligibility Criteria) approved by the ACPE Board of Directors, January 22, 2020

1. **Structure of the Educational Institution**
   The new wording provides for different structures at educational institutions, such as a Department of Pharmacy. The Policies and Procedures now provide the opportunity for ACPE to consider and approve such structures.

2. **Requirement to Achieve National Accreditation**
   Previous Policies and Procedures wording required that the institution applying for ACPE Certification achieve national institutional accreditation and the program achieve national programmatic accreditation if such accreditations are available in the country. Recent changes to government regulations in Saudi Arabia now allow a program to select either national or international programmatic accreditation from an approved agency, provided that the institution has achieved national institutional accreditation. The change provides for an exemption from the requirement to achieve national programmatic accreditation where such a regulation exists in the country.

3. **ACPE Updated Address**
   The ACPE address was recently updated. As a result, the zip code changed to 60603-3499. The Schools that reference ACPE and its services in their documents, websites, and any other materials, are requested to update the ACPE address at their first convenient opportunity.

If you have any questions related to the revised Policies and Procedures, please direct them to the undersigned.

Mike Rouse  
Director, International Services