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## Policy on Warning

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The Commission will impose a **Warning (formerly Notation)** when it determines that conditions at an institution with respect to the Commission's *Standards for Accreditation* are such that the institution's accreditation may be in jeopardy if current conditions continue or worsen. Warning is not an adverse action.

An institution issued a Warning will be closely monitored by the Commission, including a focused evaluation within two years to assess the institution's success in addressing the identified concerns. **If the Warning is for *Institutional Resources*, the institution will be required to submit a teach-out plan (or agreements when required by federal regulation) and provide evidence it has sufficient resources to support an orderly close out.** The focused evaluation visit will include a review of the institution's teach-out plans and agreements; its academic records for students and alumni/ae to assess the policies and procedures in place with respect to the retention, safety and security, and disposal of those records; **and its resources to determine whether they are adequate to support an organized closure.**

If the Commission finds the institution has successfully addressed the concerns, it will remove the Warning and may specify further monitoring. If the Commission has reason to believe that the institution may not meet one or more *Standards for Accreditation*, the Commission will ask the institution to show cause why it should not be on probation or why its accreditation should not be withdrawn. If the Commission finds that the concerns have not been sufficiently addressed but the institution still meets all Standards, the Commission may issue a continued Warning.

The Warning will be communicated to the institution by letter, a copy of which will be sent to the President and Board Chair. Following issuance of the letter, the President of the Commission will **meet either in person or virtually** with both the President and the Board Chair to review the letter and the concerns that led to the Commission action. .

After formal communication to the institution, the Commission will make the Warning public by issuing a joint statement that will be posted on the Commission's website. Within seven days of receipt of written notification that it has been issued a Warning, the institution is also obliged to disclose this information on its website. **The disclosure, titled "Warning - Joint Statement of the INSTITUTION and the Commission," should be posted prominently on the accreditation page of the institution's website and a link to the statement added to the main page noting "Accreditation Update."**

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