



Ensuring Quality, Standards and
Recognition for Tertiary
Education

The Grenada National Accreditation Board

Institutional Accreditation Policy

Rationale

The Grenada National Accreditation Board (GNAB) was established in 2014 and is the duly authorised body by Act No. 15 of 2011 as amended by Act No. 31 of 2014. GNAB has responsibility for quality assurance and accreditation of post-secondary and tertiary level institutions in Grenada and advising on the status of quality assurance and accreditation with respect to foreign or transnational, post-secondary and tertiary level programmes and institutions. Post-secondary and tertiary level education and training refer to institutions and programmes which generally require successful completion of secondary schooling or its equivalent, and which lead to the award of qualifications at the sub-baccalaureate, baccalaureate, and postgraduate levels.

This policy outlines the scope and intent of Institutional Accreditation within the national post-secondary and tertiary education quality assurance system and the principles which should guide the conduct of GNAB and all post-secondary and tertiary level institutions within its jurisdiction, during the process.

POLICY STATEMENT

Eligibility and Criteria for Institutional Accreditation

Eligible institutions are required to pursue Institutional Accreditation with GNAB. To be eligible for accreditation, an institution must:

- be Registered by GNAB
- offer at least one post-secondary or tertiary education programme leading to an award in its own name for which there is a cohort of graduates
- be accepted by GNAB as a Candidate for Institutional Accreditation

Candidacy for Institutional Accreditation

An institution that meets the eligibility requirements is awarded Candidacy for Institutional Accreditation for a period of four (4) years during which the institution must conduct a comprehensive self-evaluation against the criteria for accreditation and produce a self-study report.

The criteria for Institutional Accreditation are detailed in the *Criteria, Standards, and Scope of Evidence for Institutional Accreditation (IACC 2.2)*. Institutional Accreditation is an external evaluation process which considers the holistic characteristics of the institution and evaluates its capacity to deliver quality educational programmes at the post-secondary or tertiary level based on established internationally comparable quality criteria.



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Accreditation is the status granted to an institution that has been found, through self-study and external review, to comply with all GNAB's Institutional Accreditation criteria and standards. The process for Institutional Accreditation is detailed in the *Procedural Requirements for Institutional Accreditation* (IACC 2.3).

Decisions on Accredited Status

Following the evaluation for initial Institutional Accreditation, GNAB may:

- grant Institutional Accreditation
- extend the period of Candidacy for Institutional Accreditation
- deny Institutional Accreditation.

Institutional Accreditation granted

An institution which successfully undergoes the Institutional Accreditation process and agrees to the General Conditions of Institutional Accreditation for Post-Secondary and Tertiary Institutions in Grenada is deemed to be accredited. Such an institution is issued a Certificate of Accreditation and placed on the register of Accredited Institutions. Accreditation is normally granted for a period of seven (7) years.

Institutional Accreditation granted with conditions

An Institution granted Institutional Accreditation may also be required to satisfy certain special conditions prescribed by GNAB during the period of its accredited status. These special conditions are imposed, if upon evaluation, the institution satisfies the criteria and standards but in the judgement of the evaluation team, there is an issue that should be addressed before the next scheduled comprehensive evaluation. The report of the evaluation team will explain the rationale for the prescribed conditions and outline the timeframe and expectations of evidence which the institution must provide.

Candidacy for Institutional Accreditation extended

An institution may be granted an extension of Candidacy for Accreditation if upon evaluation the team believes that the institution is able to meet all the Standards for Accreditation within a short period. The extended period of Candidacy will not normally exceed two (2) years in which time the institution is expected to undergo another comprehensive evaluation and site visit.



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Institutional Accreditation denied

An institution may be denied Institutional Accreditation if in the judgement of the team it fails to meet the criteria and standards and is unable to do so in a specified period of time. Where an institution has been denied Institutional Accreditation, it may be required to wind up its operations and enter into a teach-out arrangement to facilitate the completion of courses of study for those students enrolled at the institution at the time of the denial decision. The teach-out arrangement must be approved by GNAB. The *Rationale for Decision Outcomes on Accreditation (GENP 7.3)* provides details on the outcomes of the Accreditation decision and the conditions which GNAB may prescribe.

Maintenance of Accredited Status

To maintain its accredited status, the institution must comply with the *General Conditions of Institutional Accreditation for Post-Secondary and Tertiary Institutions in Grenada*. The institution is also required to submit an annual report and pay an annual registration fee as determined by GNAB.

Continuing Accreditation

In order to continue to be accredited, an institution must, prior to the expiration of its period of Accreditation, conduct an institutional self-study process and undergo an evaluation and comprehensive site visit by GNAB. To be awarded continuing accreditation, an institution must provide evidence that it has addressed any recommendations made by GNAB with respect to its previous evaluation, and demonstrate continued compliance with the criteria for Institutional Accreditation. Following the evaluation for continuing accreditation, GNAB may either:

- grant continued Institutional Accreditation
- deny Institutional Accreditation

An institution is expected to pursue continuing accreditation, prior to the expiration of each subsequent period of accreditation.

Termination of Accreditation

An institution may have its accredited status terminated if it:

- ❖ fails to comply with the criteria for Institutional Accreditation
- ❖ fails to comply with the *General Conditions of Institutional Accreditation for Post-Secondary and Tertiary Institutions in Grenada*
- ❖ withholds any evaluation or annual fees due to GNAB
- ❖ declares bankruptcy or insolvency
- ❖ engages in fraud or breach of contract with respect to its agreements with GNAB
- ❖ Fails to submit itself to an evaluation for continuing Institutional Accreditation by the expiration of its existing accreditation



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- ❖ submits a written request to terminate its Accreditation Status on ceasing operations

An institution whose accredited status has been terminated shall be informed in writing by GNAB. Upon such termination, the institution will be removed from the list of Accredited Institutions and will be required to cease operations as a post-secondary or tertiary education institution. GNAB will take all necessary steps to inform the public of such termination. The document *Guidelines on GNAB Sanctions and Adverse Actions (GENP 7.2)* outlines GNAB's process with respect to such adverse actions.

Where an institution has had its accredited status terminated, it shall enter into a teach-out arrangement to facilitate the completion of courses of study of those students enrolled at the institution at the time its accredited status was terminated. The teach-out arrangement must be approved by GNAB.

Penalties

Any institution which offers post-secondary and tertiary education programmes in Grenada without submitting itself to GNAB's evaluation process for Institutional Accreditation may be deemed to be operating illegally and subject, on summary conviction, to a fine of up to one hundred thousand dollars (\$100,000.00) or imprisonment of the chief administrator for up to five (5) years, or both.

Appeals

Institutions may appeal an adverse decision by GNAB subject to the provisions in the legislation, *Act No. 15 of 2011*. An institution which receives an adverse decision from GNAB, has the right to have the decision reviewed. The institution must submit its appeal in writing to the Minister within thirty (30) days after being given notice of GNAB decision. When an institution does so, the Minister appoints appropriate persons to conduct an inquiry on the substantial merits of the case and make a recommendation. The Minister makes a final decision based on this recommendation.



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Related Documents

To facilitate the implementation of this policy, GNAB has also developed the following documents:

- Criteria, Standards, and Scope of Evidence for Institutional Accreditation
- Procedural Requirements for Institutional Accreditation
- Rationale for Decision Outcomes on Accreditation
- Information for Institutions seeking Institutional Accreditation
- General Conditions of Institutional Accreditation for Post-Secondary and Tertiary Institutions in Grenada