

Annual Report

Given the exceptional circumstances posed by the spread of the new coronavirus (COVID-19), CAEP is adjusting to the changing environment and re-examining our processes on a daily basis. One area of concern for our providers is the Annual Report requirement. The Annual Report is an integral part of continuous improvement and a requirement of the Council for Higher Education Accreditation, which grant recognition to CAEP.

We understand that the COVID-19 pandemic is impacting EPPs in different ways. That is why we are working on a case-by-case basis on many of our processes. If your EPP still is collecting tuition and educating students, we would anticipate the need for an Annual Report. If your EPP must shut down completely and is not providing instruction to candidates, this would be a change that would need to be noted in the Annual Report.

We are asking all EPPs to attempt to complete the Annual Report by the close of the April 30th reporting windows. If your EPP is being impacted by extreme measures, such as complete school/institutional closure, faculty and staff are unavailable to submit the report on time, please contact CAEP staff with an explanation of the circumstances to discuss possible options, including the completion of Sections 1, 2, 3, and 8 by April 30th, with a possible extension for the remaining Sections.

Given the present difficulties posed by COVID-19, CAEP will continue to monitor the field's needs and still continue with the work of accreditation with as much flexibility and accountability as we are permitted to exercise.