

NASAD OFFICIAL THIRD-PARTY COMMENT FORM

Comment Notification of May 12, 2021

Deadline: 5:00 p.m. Eastern Time on June 25, 2021

Before completing this form, please read the "[Rules and Procedures for Third-Party Comment Related to Initial or Periodic Reviews for Accreditation](#)" document on the NASAD website and review other applicable information in the current NASAD *Handbook* and any addenda. (An electronic version of the [NASAD Handbook](#) is available free of charge on the NASAD website.)

Third-party comments must be presented as indicated in the instructions, including submission directed in writing to the [NASAD National Office](#) by U.S. Mail or courier service, signed by the filer, and accompanied by this form completed in hard copy. The eligibility of third-party comments for review is determined after this form and accompanying information are filed. Filing in and of itself does not constitute eligibility.

I. FILER INFORMATION

First Name *Middle Initial* *Last Name*

Street Address

City *State* *Zip Code* *Country*

Telephone *Fax* *E-mail*

College, University, School or Department of Art/Design, or Institution named in the comment

Address of College, University, School or Department of Art/Design, or Institution named in the comment

- Relationship of filer to the above-named college, university, school/department of art/design, or institution:

Student Parent Faculty Other: _____

- Current student status of filer (if applicable):

Enrolled Graduated Other: _____

II. THIRD-PARTY COMMENT INFORMATION

Third-party comment information must be typed, signed, and attached to this form as separate pages and address the following information.

- A. State the nature of the comment (3-5 sentences).

(continued)

- B. Briefly describe the details of the comment in the clearest possible language; 2,500 words is the maximum length. Present itemized issues or concerns as they relate to specific NASAD standards, procedures, or rules as published in the *NASAD Handbook* and any addenda to the *Handbook* current at the time of the review.
- C. Provide specific, factual documentation corroborating each concern raised along with specific citations from the *NASAD Handbook* in the following sample format: for example, “see *NASAD Handbook 2020-21, Standards for Accreditation II.G.1.a.*” All documentation submitted in support of the comment should be labeled clearly as exhibits using sequential letters for subsequent documents (i.e., “Exhibit A,” “Exhibit B,” and so forth).
- D. Present evidence that the institutional review or grievance procedures available and applicable to the comment and comment filer have been completed or exhausted. Provide a copy of the institution’s written response to expressions of concern as a result of prescribed institutional procedures and any other relevant documentation labeled clearly in the sequence described above in item II.C.
- E. Documentation for items C. and D. must not exceed 50 pages.

III. AGREEMENT

This comment will not be acknowledged unless all boxes below are checked.

- I have read, understand, and agree to all items contained within the current “Rules and Procedures for Third-Party Comment Related to Initial or Periodic Reviews for Accreditation” published on the NASAD website.
- I confirm that in my opinion the comment contained within and attached to this form meets the eligibility criteria set forth in Section 3.C. of the “Rules and Procedures for Third-Party Comment Related to Initial or Periodic Reviews for Accreditation,” but that final determination of eligibility rests with the NASAD staff.
- I authorize the NASAD Executive Director to forward all information contained within my comment, including all documentation pertaining to my comment, to the involved institution.
- I understand that by checking this box and signing and dating this form below, I hereby certify that all of the information I have provided herein and attached is true and complete.

Signature

Date

Print Name

Note: For an official third-party comment to be accepted, all sections of this form must be completed in total and in the manner and format requested.