

*Southern Association of Colleges and Schools*

*Commission on Colleges*

*1866 Southern Lane*

*Decatur, Georgia 30033-4097*

**THIRD-PARTY COMMENT FORM**

**Directions**. *Please use this form for submitting Third-Party Comments. You must complete all sections before the comment will be forwarded to the institution.* ***It must be submitted in print copy by the date specified.*** *Provide a clear statement describing the institution’s performance in terms of compliance with the standards/requirements of the* Principles of Accreditation*. Substantive comments concerning the institution’s ability to comply or to continue to comply must be supported by accompanying and appropriate documentation. The Commission does not consider unsupported comments to be substantive, and only substantive comments will be forwarded to the institution for response or included in the report.*

*Please submit two copies of the completed form and attachments. Refer to the Commission policy, “Third-Party Comment by the Public,” for a description of the process for reviewing formal comments*.

**I. INFORMATION ABOUT THE INDIVIDUAL FILING THE COMMENT**

A. First Name: M.I. Last Name:

B. Street Address:

C. City: State: Zip Code: Country: (If outside of USA)

D. Telephone Number:

E. Email Address:

F. Name of College or University Named in the Third-Party Comment

**II. THIRD-PARTY COMMENT INFORMATION**

A. Provide a clear statement describing the institution’s performance in terms of compliance with the Commission’s standards for accreditation, the *Principles of Accreditation*.

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B. Describe the documentation produced to support your comments.

In order to have the comment(s) forwarded to the institution, all the boxes below must be checked and you must sign and date the submission.

[ ]  I have read the “Third-Party Comment by the Public” and agree this form constitutes my formal comments.

[ ]  I understand that the Commission: (1) does not intervene in the internal procedures of institutions or perform as a regulatory body, (2) is not a formal adjudicatory or grievance-resolving body, and (3) will not serve as a grievance panel when the outcome of an institutional grievance or process is unsatisfactory.

[ ]  I authorize the Commission on Colleges to submit my comments and any additional documents to the involved institution(s).

[ ]  I certify that I am not currently employed by the institution nor a student enrolled at the institution.

[ ]  I hereby certify that all of the information I have given above is true and complete to the best of my knowledge.

**YOUR SIGNATURE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ DATE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**