



ACCREDITATION MANUAL

Standards, Policies, and Procedures for Institutional Accreditation

International Association for Biblical Education

Advancing Excellence in Biblical & Theological Education

(IABE)

Official Accreditation Manual

**For Theological Institutions, Bible Colleges, Seminaries,
and Christian Leadership Training Institutions**

2026 Edition

For accreditation purposes, always refer to the **current version of this manual**.

Please download the latest edition prior to use.

1177 Louisiana Ave, Suite 214,
Winter Park, Florida, 32789, USA

(800) 704-7215
info@iabeinternational.org

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Message from the President

The International Association for Biblical Education (IABE) is committed to advancing excellence in biblical and theological education for the service of the Church and the fulfillment of the Great Commission. As theological institutions play a vital role in preparing leaders for ministry, it is essential that they maintain strong academic standards, sound doctrine, and effective systems of leadership and administration.

This Accreditation Manual has been developed to provide clear standards, policies, and procedures for institutions seeking accreditation through IABE. The purpose of this manual is to guide institutions in strengthening their academic programs, governance structures, and spiritual formation processes while ensuring accountability and continuous improvement.

IABE recognizes the diverse contexts in which theological institutions operate, including residential, online, and distance education models. Through the accreditation process, the Association seeks to encourage institutions to pursue excellence, integrity, and faithfulness in the training of Christian leaders.

We believe that strong and healthy theological institutions contribute significantly to the growth of the Church and the advancement of God's Kingdom. It is our prayer that this manual will serve as a valuable resource for institutions committed to preparing men and women for faithful service in ministry.

On behalf of the International Association for Biblical Education, I extend our encouragement to all institutions seeking to uphold the highest standards of biblical education and ministry preparation.

Dr. Timothy Lloyd
President - IABE

Accreditation Manual

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1. Introduction

1.1 About IABE

The International Association for Biblical Education (IABE) is a faith-based accrediting body committed to promoting excellence in biblical and theological education. Established in 2015, IABE was founded with the vision of fostering unity in the field of biblical education in order to effectively serve the Churches. The Association seeks to bring together theological institutions that share a common commitment to sound doctrine, academic integrity, and faithful ministry preparation. In fulfillment of its mission, IABE accredits theological institutions that demonstrate dedication to academic excellence, spiritual formation, and service. Through structured accreditation standards, evaluation processes, and institutional development guidance, IABE encourages continuous improvement and accountability. IABE partners with institutions to empower them to produce graduates, who are biblically grounded, spiritually mature, and equipped to fulfill the Great Commission and advance God's Kingdom. By strengthening institutions, promoting unity, and upholding principled standards, IABE seeks to contribute meaningfully to the growth and effectiveness of the global Church.

1.2 Vision Statement

We envision uniting in the field of biblical education to effectively serve the Churches.

1.3 Mission Statement

To foster unity in biblical and theological education by encouraging collaboration, upholding excellence in academic quality and spiritual formation, and empowering theological institutions to prepare graduates for the fulfillment of the Great Commission and effective service to the Church.

1.4 Core Values

Integrity: We uphold the highest ethical standards in all our actions, maintaining honesty, transparency, and accountability in every aspect of our work.

Scholarship: We pursue academic excellence and biblical truth through rigorous study, research, and the continual deepening of theological understanding.

Inclusivity: We value diversity and welcome all who are committed to advancing theological education, fostering unity among cultures, traditions, and perspectives.

Collaboration: We work together with institutions, educators, and leaders, believing that shared knowledge and partnership strengthen the global community of faith.

Respect: We honor the dignity, contributions, and convictions of every individual and institution, promoting an environment of mutual trust and understanding.

Innovation: We embrace creativity and adaptability, using new ideas and methods to meet the evolving challenges of theological education in today's world.

Service: We are devoted to serving Christ and His Church by equipping institutions and leaders to fulfill the Great Commission and impact their communities.

1.5 Purpose of Accreditation

The purpose of accreditation by the International Association for Biblical Education (IABE) is to promote and safeguard excellence in biblical and theological education through a structured system of evaluation, accountability, and continuous improvement.

Accreditation serves as a formal recognition that an institution meets established standards in governance, academic quality, spiritual formation, ethical integrity, and institutional effectiveness. It affirms that the institution is committed to faithful ministry preparation and sound doctrinal foundations.

Through its accreditation process, IABE seeks to:

- Ensure academic excellence and theological integrity
- Encourage spiritual formation and ministerial effectiveness
- Promote responsible governance and financial accountability
- Strengthen institutional systems and quality assurance mechanisms
- Foster unity and cooperation among biblical institutions
- Enhance public confidence in theological education

Accreditation is not merely a status but an ongoing commitment to growth, accountability, and service to the Church. By upholding principled standards and encouraging institutional development, IABE supports theological institutions in fulfilling the Great Commission and advancing God's Kingdom effectively and responsibly.

2. Accreditation Overview

2.1 Definition of Accreditation

Accreditation is a formal process of evaluation and recognition through which an educational institution is assessed against established standards of quality, integrity, and effectiveness.

Within the framework of the International Association for Biblical Education (IABE), accreditation is a structured and faith-based quality assurance process designed specifically for biblical and theological institutions. It involves a comprehensive review of an institution's governance, academic programs, faculty qualifications, spiritual formation practices, financial stability, ethical conduct, and institutional mission alignment.

Accreditation by IABE signifies that an institution:

- Meets defined standards of academic and theological excellence
- Demonstrates commitment to sound doctrine and biblical integrity
- Operates with responsible governance and administrative accountability
- Maintains effective systems for student learning and institutional improvement
- Is engaged in continuous development and self-evaluation

Accreditation is not permanent recognition but a time-bound status granted for a specified term, subject to periodic review and renewal. It reflects an ongoing commitment to quality, transparency, and faithful service to the Church.

2.2 Objectives of IABE Accreditation

The objectives of accreditation by the International Association for Biblical Education (IABE) are to establish, promote, and maintain high standards of excellence in biblical and theological education while fostering institutional integrity and accountability.

Through its accreditation framework, IABE seeks to achieve the following objectives:

1. **To Promote Academic Excellence:** Encourage institutions to develop rigorous and well-structured academic programs that are biblically sound and academically credible.
2. **To Ensure Doctrinal Integrity:** Safeguard faith-based theological education by upholding adherence to sound biblical doctrine and ethical Christian values.
3. **To Strengthen Institutional Governance:** Promote responsible leadership, effective administrative systems, and transparent governance structures.
4. **To Encourage Spiritual Formation:** Support institutions in cultivating spiritual maturity, character development, and ministerial competence among students.

5. **To Foster Continuous Quality Improvement:** Require ongoing self-assessment, evaluation, and development to enhance institutional effectiveness.
6. **To Promote Accountability and Transparency:** Establish systems that ensure ethical conduct, financial integrity, and responsible public representation.
7. **To Enhance Public Confidence:** Provide assurance to Churches, students, and stakeholders that accredited institutions meet recognized standards of quality.
8. **To Encourage Unity and Cooperation:** Foster collaboration among biblical institutions in serving the global Church effectively.

2.3 Scope of Accreditation

The scope of accreditation by the International Association for Biblical Education (IABE) defines the range and extent of institutional and academic areas subject to evaluation and quality assurance.

IABE accreditation applies primarily to institutions engaged in biblical, theological, and ministry-related education. The accreditation process evaluates the overall effectiveness and integrity of the institution rather than endorsing individual students or guaranteeing specific outcomes.

2.3.1 Institutional Scope

IABE accreditation covers the institution as a whole, including:

- Governance and leadership structures
- Administrative systems and policies
- Academic programs and curriculum design
- Faculty qualifications and development
- Student services and academic records
- Library and learning resources
- Financial management and sustainability
- Facilities and infrastructure
- Ethical conduct and doctrinal consistency
- Quality assurance mechanisms

2.3.2 Programmatic Scope

Accreditation applies to theological and ministry-related programs offered by the institution, including but not limited to:

- Certificate and Diploma Programs
- Undergraduate Theological Programs
- Postgraduate Theological Programs (Masters Level)

- Doctoral Programs in Theology and Ministry
- Pastoral and Ministry Training Programs
- Leadership and Christian Education Programs

IABE reviews programs to ensure they are biblically sound, academically structured, and aligned with the institution's mission.

2.3.3 Delivery Modes

Accreditation may apply to programs delivered through:

- On-campus instruction
- Extension centers (with proper approval)
- Distance or online education (where applicable and properly supervised)

Institutions must demonstrate that all delivery modes maintain consistent academic quality and spiritual oversight.

2.3.4 Limitations of Scope

IABE accreditation:

- Does not replace governmental authorization where required by law
- Does not serve as civil or state recognition unless accepted by local authorities
- Does not guarantee credit transfer to other institutions
- Does not function as secular academic accreditation

2.4 Five-Year Accreditation Cycle

The **International Association for Biblical Education (IABE)** operates a structured **Five-Year Accreditation Cycle** designed to promote institutional accountability, academic excellence, and continuous improvement in biblical and theological education.

Accreditation granted by IABE is **not permanent** but is awarded for a defined period of **five (5) years**. During the accreditation cycle, Accredited Institutions are required to maintain compliance with applicable IABE accreditation standards, submit required reports, and participate in periodic monitoring and review activities to demonstrate continued institutional quality and effectiveness.

The **Five-Year Accreditation Cycle begins upon the formal granting of accreditation** and consists of the following stages:

Pre-Accreditation: Application and Evaluation

Before an institution enters the Five-Year Accreditation Cycle, it must successfully complete the IABE accreditation process. The pre-accreditation process may include:

- Submission of the official IABE accreditation application
- Review of legal registration and governance documentation
- Evaluation of the institution's mission, objectives, and academic programs
- Review of faculty qualifications and administrative structures
- Submission and evaluation of the institutional **Self-Study Report**
- Institutional evaluation conducted in accordance with IABE accreditation procedures
- Review of evaluation findings and recommendations

An institution that has submitted an accreditation application and is undergoing the applicable review process may be referred to as an **Applicant Institution**. An institution that has satisfied the applicable preliminary requirements and has been formally accepted to proceed with the detailed accreditation evaluation may be granted **Candidate Status**.

Applicant Institution and Candidate Status are accreditation-process statuses and do not constitute separate membership categories of IABE.

Following successful completion of the accreditation evaluation, IABE may grant the institution **Accredited Status**. The date on which accreditation is formally granted marks the beginning of the institution's five-Year Accreditation Cycle.

Year One: Initial Accredited Status and Institutional Development

During the first year of accreditation, the institution begins operating as an **Accredited Institution** and focuses on implementing the recommendations and requirements arising from the accreditation evaluation.

Activities during this stage may include:

- Implementation of accreditation recommendations
- Strengthening academic and administrative systems
- Development and improvement of institutional quality assurance processes
- Monitoring of academic programs and faculty development
- Submission of the required **Annual Institutional Report**
- Continued compliance with IABE accreditation standards

This stage supports the institution in establishing stable and effective practices following the initial accreditation decision.

Year Two: Progress Monitoring and Institutional Review

During the second year, IABE monitors the institution's continued compliance with accreditation standards and its progress in institutional development.

Monitoring activities may include:

- Submission of required institutional reports
- Review of academic programs and curriculum development
- Monitoring of student services and academic records
- Review of faculty development and qualifications
- Review of institutional governance and leadership effectiveness
- Evaluation of progress in addressing applicable accreditation recommendations

The purpose of this stage is to ensure that the institution continues to maintain the standards upon which accreditation was granted.

Year Three: Quality Assurance and Continuous Improvement

During the third year, the institution is expected to demonstrate sustained academic quality, institutional effectiveness, and commitment to continuous improvement.

Activities may include:

- Submission of the required **Annual Institutional Report**
- Review of institutional quality assurance systems
- Evaluation of academic and administrative effectiveness
- Monitoring of faculty development and academic resources
- Review of institutional improvement initiatives
- Verification of continued compliance with applicable IABE standards

This stage emphasizes ongoing quality assurance and institutional development.

Year Four: Compliance Monitoring and Institutional Sustainability

During the fourth year, the institution is expected to demonstrate continued compliance, organizational stability, and institutional sustainability.

Monitoring activities may include:

- Annual institutional reporting
- Review of financial stability and administrative effectiveness
- Evaluation of governance and leadership
- Verification of continued compliance with IABE accreditation standards

- Review of institutional policies and quality assurance processes
- Evaluation of progress toward institutional sustainability and continuous improvement

This stage prepares the institution for the comprehensive review required for accreditation renewal.

Year Five: Comprehensive Review and Accreditation Renewal

During the fifth year, IABE conducts a **comprehensive institutional review** to determine whether the institution continues to meet the standards required for renewal of accreditation.

The comprehensive review may include:

- Submission of an updated **Self-Study Report**
- Review of academic achievements and program effectiveness
- Assessment of faculty qualifications and institutional governance
- Evaluation of student services, academic resources, and institutional effectiveness
- Review of financial stability and organizational sustainability
- Evaluation of the institution's quality assurance and continuous improvement systems
- Institutional evaluation or review conducted in accordance with IABE procedures

Based on the outcome of the comprehensive review, IABE may grant **renewal of accreditation for another five-year term**, subject to the institution's continued compliance with applicable IABE standards and policies.

Continuous Monitoring Throughout the Accreditation Cycle

Throughout the Five-Year Accreditation Cycle, Accredited Institutions are required to:

- Submit **Annual Institutional Reports** as required by IABE
- Notify IABE of significant institutional changes that may affect accreditation status
- Maintain ongoing compliance with IABE accreditation standards and policies
- Maintain appropriate academic, administrative, governance, and quality assurance systems
- Cooperate with IABE in periodic monitoring, reporting, evaluation, and review activities
- Address applicable recommendations, requirements, or concerns identified by IABE

Failure to maintain compliance with IABE standards or policies may result in appropriate action, which may include **warning, probation, suspension, or withdrawal of accreditation**, in accordance with IABE policies and due process procedures.

Purpose of the Five-Year Accreditation Cycle

The Five-Year Accreditation Cycle is designed to ensure:

- Long-term institutional development and sustainability
- Accountability and transparency in governance and academic administration
- Continuous quality improvement
- Ongoing academic and institutional effectiveness
- Protection of biblical, theological, and doctrinal integrity
- Regular evaluation and accountability of Accredited Institutions
- Continued confidence in the quality and integrity of institutions accredited by IABE

Through this structured accreditation cycle, the **International Association for Biblical Education (IABE)** seeks to strengthen biblical and theological institutions and support their mission to prepare graduates who are academically equipped, biblically grounded, spiritually mature, and prepared for effective service to the Church and the fulfillment of the **Great Commission**.

2.5 Benefits of Accreditation

Accreditation by the International Association for Biblical Education (IABE) provides institutions with formal recognition of their commitment to excellence in biblical and theological education. Beyond recognition, accreditation offers a range of strategic, academic, and spiritual benefits that strengthen the institution and enhance its impact within the Church and broader Christian community.

Key Benefits:

1. Recognition of Quality

- Demonstrates that the institution meets established academic, spiritual, and ethical standards.
- Enhances credibility among Churches, students, and theological networks

2. Institutional Development

- Encourages continuous improvement in governance, administration, and academic programs.
- Supports the establishment of effective quality assurance mechanisms.

3. Faculty and Staff Growth

- Promotes professional development and recognition of qualified faculty.
- Encourages adoption of best practices in teaching, research, and spiritual formation.

4. Enhanced Student Confidence

- Assures students and parents of the institution's commitment to academic and spiritual excellence.
- Increases graduates' readiness for ministry and leadership roles in the Church.

5. Networking and Collaboration

- Fosters partnerships and cooperation with other accredited theological institutions.
- Facilitates shared learning, resource exchange, and joint ministry initiatives.

6. Accountability and Transparency

- Provides a structured framework for institutional reporting and compliance.
- Encourages ethical practices, financial integrity, and responsible leadership.

7. Support for Mission and Vision

- Aligns institutional operations with its biblical mission and ministry goals.
- Strengthens the institution's capacity to train leaders who advance the Great Commission.

8. Long-Term Institutional Sustainability

- Enhances the institution's reputation and appeal for students, donors, and partners.
- Encourages systematic planning and strategic development for future growth.

3. Membership Categories

The **International Association for Biblical Education (IABE)** recognizes that institutions seeking affiliation may be at different stages of development and readiness. Accordingly, IABE has established clear membership categories to guide institutions through the process of engagement, development, and accreditation.

Membership in IABE reflects an institution's commitment to quality biblical and theological education and its alignment with the mission, vision, and standards of the Association.

For institutional membership and accreditation purposes, IABE recognizes the following categories:

3.1 Associate Member Institution

An **Associate Member Institution** is an institution that has been formally accepted for membership in the **International Association for Biblical Education (IABE)** but has not yet received IABE accreditation. Associate Member Institutions may participate in IABE activities, access applicable resources and services, and receive guidance and support toward institutional development and accreditation readiness.

Eligibility Criteria for Associate Membership

An institution seeking Associate Membership must:

- Submit the required membership application and supporting institutional documentation.
- Demonstrate alignment with IABE’s mission, vision, Statement of Faith, and applicable doctrinal standards.
- Demonstrate a commitment to quality biblical and theological education.
- Demonstrate a commitment to developing its academic programs, faculty qualifications, governance, and administrative systems in accordance with applicable IABE standards.
- Agree to comply with IABE policies, requirements, and membership obligations.

Rights and Privileges

Associate Member Institutions are entitled to:

- Use the designation **“Associate Member Institution of IABE”** in official institutional communication.
- Receive guidance and consultation from IABE regarding institutional development and accreditation readiness.
- Participate in IABE conferences, workshops, training programs, and other professional development activities.
- Access applicable IABE resources and services available to Associate Member Institutions.
- Pursue IABE accreditation in accordance with the applicable accreditation requirements and procedures.

Responsibilities

Associate Member Institutions are expected to:

- Maintain compliance with IABE membership requirements and policies.
- Submit required annual reports and other institutional information requested by IABE.
- Maintain open and timely communication with IABE regarding institutional development.
- Participate, where applicable, in IABE training, workshops, mentoring, and institutional development programs.
- Uphold IABE's ethical, academic, and doctrinal expectations.
- Demonstrate continuous institutional improvement and readiness for accreditation.

Purpose of Associate Membership

Associate Membership is intended to:

- Establish a formal relationship between IABE and institutions seeking to pursue accreditation.
- Provide guidance, resources, and professional development opportunities for institutional growth.
- Encourage systematic institutional development and continuous improvement.
- Promote accountability and preparation for IABE accreditation.

3.2 Accredited Member Institution

An **Accredited Member Institution** is an educational institution that has successfully completed the **IABE accreditation process** and has demonstrated compliance with the Association's applicable standards for academic quality, biblical and theological integrity, spiritual formation, ethical conduct, governance, and institutional effectiveness.

Accreditation signifies IABE's formal recognition of an institution's commitment to providing quality, biblically grounded, and theologically sound education in accordance with IABE standards.

Eligibility Criteria for Accreditation

An institution seeking IABE accreditation must:

- Successfully complete the IABE accreditation process, including the required evaluations and reviews.
- Demonstrate compliance with applicable IABE standards relating to governance, academic programs, faculty qualifications, student services, facilities, financial management, and institutional effectiveness.

- Demonstrate commitment to doctrinal integrity, ethical conduct, and spiritual formation.
- Submit all required reports, documentation, and evidence demonstrating institutional quality assurance and continuous improvement.
- Address applicable recommendations or requirements identified through the accreditation evaluation process.

Rights and Privileges

Accredited Institutions are entitled to:

- Use the designation “**Accredited by IABE**” in official institutional publications and communications, subject to IABE policies and guidelines.
- Be listed among the **IABE Accredited Institutions** on the official IABE website.
- Participate fully in IABE conferences, seminars, workshops, training, and professional development programs.
- Access applicable resources, guidance, and professional opportunities available to IABE Accredited Institutions.
- Participate in the IABE network of biblical and theological educational institutions and organizations.
- Contribute to the development of biblical and theological education through appropriate collaboration, professional engagement, and sharing of institutional best practices.

Responsibilities

Accredited Institutions are expected to:

- Maintain ongoing compliance with applicable IABE accreditation standards and policies.
- Submit required **Annual Institutional Reports** and promptly notify IABE of significant institutional changes.
- Participate in periodic reviews, evaluations, or monitoring activities as required by IABE.
- Uphold the ethical, academic, biblical, and doctrinal standards established by IABE.
- Maintain appropriate quality assurance and continuous improvement processes.
- Cooperate with IABE in matters relating to accreditation, reporting, evaluation, and institutional development.

Purpose of Accredited Status

IABE accreditation:

- Provides formal recognition of an institution's commitment to quality biblical and theological education.
- Strengthens institutional credibility and public confidence in the quality of its educational programs.
- Encourages sustained commitment to academic, spiritual, ethical, and administrative quality.
- Promotes continuous institutional development and quality improvement.
- Encourages the sharing of effective practices within the biblical and theological education community.
- Supports the preparation of graduates who are biblically grounded, spiritually mature, academically equipped, and prepared to fulfill the **Great Commission** and serve the Church and society effectively.

4. Eligibility Requirements

To ensure that institutions seeking accreditation meet fundamental standards of stability, integrity, quality, and accountability, the **International Association for Biblical Education (IABE)** requires institutions applying for accreditation to fulfill specific eligibility requirements. These requirements serve as the foundational criteria for participation in the IABE accreditation process.

An institution must first be accepted as an **Associate Member Institution of IABE** and maintain active Associate Membership for a minimum of **one (1) full year** before it becomes eligible to apply for accreditation. During this period, the institution is expected to demonstrate institutional stability, organizational development, commitment to quality biblical and theological education, and readiness to meet IABE accreditation standards.

Upon successful completion of one full year of active Associate Membership, an institution may submit an application for accreditation, provided that it meets all applicable IABE eligibility requirements and follows the established accreditation procedures.

4.1 Legal Status and Governance

Institutions seeking IABE accreditation must demonstrate proper legal standing and sound governance practices. These elements are essential to ensure institutional accountability, transparency, and continuity in delivering quality biblical and theological education.

Legal Status

- The institution must be **legally registered or recognized** as an educational organization in the country of operation, in accordance with applicable laws.
- Submission of official **registration documents**, including charters, incorporation certificates, or licenses, is required.
- Institutions must maintain compliance with all **national or regional regulatory requirements** relevant to educational operations.

Governance

- The institution must have a clearly defined **governing body** (Board of Trustees, Board of Directors, or equivalent) responsible for oversight and strategic decision-making.
- The governing body must ensure that the institution **operates according to its stated mission and vision**, maintains doctrinal integrity, and upholds ethical and academic standards.
- Policies for **leadership selection, succession, and accountability** should be formally documented and consistently followed.
- The institution must demonstrate a system for **policy-making, financial oversight, and institutional review** to safeguard long-term stability and sustainability.

Purpose

- Legal recognition ensures the institution can operate legitimately and receive institutional support, funding, and recognition.
- Sound governance provides accountability, transparency, and effective leadership, creating a stable environment for academic and spiritual formation.
- Together, legal status and governance establish the foundation for compliance with IABE standards and successful engagement in the accreditation process.

4.2 Statement of Faith

A clear and biblically grounded **Statement of Faith** is a fundamental requirement for all institutions seeking accreditation by the International Association for Biblical Education (IABE). This ensures that institutions are doctrinally aligned with sound biblical teaching and committed to preparing students for faithful Christian ministry.

Requirements for Statement of Faith

- The institution must submit a **written Statement of Faith** that clearly articulates its core theological beliefs.

- The statement should demonstrate adherence to **biblical authority, the centrality of Jesus Christ, and the core doctrines of the Christian faith.**
- The institution must affirm that its educational programs, teaching, and ministerial training are consistent with the principles outlined in its Statement of Faith.
- Any deviations from orthodox Christian teaching must be clearly addressed and reconciled in accordance with IABE standards.

Purpose

- Ensures doctrinal integrity across all accredited institutions.
- Provides clarity and transparency for students, faculty, and the wider Church regarding the institution's theological stance.
- Aligns the institution's academic and spiritual formation programs with IABE's mission to promote biblically sound theological education.
- Protects the integrity of ministry preparation by confirming that graduates are grounded in correct biblical doctrine.

Evaluation Criteria

- The Statement of Faith must be **current, approved by the governing body, and publicly accessible.**
- Faculty and administration must demonstrate **familiarity with and adherence to the Statement of Faith** in teaching, curriculum design, and institutional leadership.
- Institutions are expected to **review and update** their Statement of Faith periodically to maintain clarity and relevance in ministry contexts.

4.3 Institutional Objectives

Institutions seeking accreditation by the International Association for Biblical Education (IABE) must clearly articulate their **institutional objectives**. These objectives define the purpose, goals, and outcomes the institution seeks to achieve in fulfilling its mission of providing biblical and theological education.

Requirements for Institutional Objectives

- Objectives must be **clearly written, measurable, and aligned** with the institution's mission and vision.
- They should reflect a commitment to **biblical instruction, spiritual formation, and the preparation of students for effective ministry.**
- Objectives should demonstrate attention to **academic excellence, ethical conduct, and institutional development.**

- Institutions must ensure that their objectives are **practical and achievable** within their resources, faculty capacity, and program offerings.

Purpose

- Provides a **framework for institutional planning** and evaluation.
- Guides curriculum development, faculty responsibilities, and student learning outcomes.
- Ensures institutional activities are **aligned with the mission of preparing biblically grounded and spiritually mature leaders**.
- Supports IABE in evaluating the institution's **effectiveness in fulfilling its stated purpose**.

Evaluation Criteria

IABE evaluates institutional objectives based on:

1. **Clarity and Relevance** – Objectives should clearly articulate the institution's purpose in theological education and ministry preparation.
2. **Alignment with Mission and Vision** – Objectives must support the institution's mission and the IABE's standards for biblical education.
3. **Measurability and Feasibility** – Objectives should allow for assessment of outcomes and demonstrate practical implementation.
4. **Focus on Holistic Development** – Objectives should address academic, spiritual, ethical, and ministerial growth of students.

4.4 Academic Programs Offered

Institutions seeking accreditation by the International Association for Biblical Education (IABE) must clearly define and provide evidence of their **academic programs**. The quality, structure, and relevance of these programs are central to fulfilling the institution's mission of preparing biblically grounded and spiritually mature leaders for ministry.

Requirements for Academic Programs

- Institutions must provide a **comprehensive list of all programs** offered, including certificates, diplomas, undergraduate, and postgraduate programs in biblical, theological, and ministry-related education.
- Programs should demonstrate **alignment with IABE standards**, including academic rigor, spiritual formation, and practical ministry preparation.
- Curricula must be **clearly documented**, including course titles, descriptions, credit hours, learning outcomes, and progression requirements.
- Programs should provide opportunities for **spiritual development, character formation, and ministry skill acquisition**, alongside academic knowledge.

- Institutions must ensure that academic programs are **regularly reviewed and updated** to maintain relevance, doctrinal accuracy, and educational effectiveness.

Purpose

- Ensures that students receive a **well-rounded theological education** that integrates biblical knowledge, spiritual growth, and practical ministry skills.
- Provides IABE with a clear understanding of the **scope and depth of the institution's academic offerings**.
- Supports institutional accountability in maintaining **high-quality teaching and learning standards**.
- Aligns program objectives with the **preparation of graduates to fulfill the Great Commission** and serve the global Church.

Evaluation Criteria

IABE evaluates academic programs based on:

1. **Curriculum Structure** – Programs should have a logical sequence of courses, clear prerequisites, and defined learning outcomes.
2. **Academic Rigor** – Courses must demonstrate depth of biblical and theological content appropriate to the level of study.
3. **Integration of Spiritual Formation** – Programs should include components that foster personal and ministerial development.
4. **Practical Ministry Preparation** – Programs should equip students with applicable ministry skills for service in local and global Church contexts.
5. **Continuous Review and Improvement** – Institutions should demonstrate regular assessment, curriculum updates, and responsiveness to feedback.

4.5 Faculty Qualifications

The quality of an institution's faculty is critical to providing effective biblical and theological education. The International Association for Biblical Education (IABE) requires that all accredited institutions maintain a faculty body that is academically competent, spiritually mature, and doctrinally aligned with the institution's mission and Statement of Faith.

Requirements for Faculty Qualifications

- **Academic Credentials:** Faculty must hold appropriate academic qualifications relevant to their teaching assignments. For example:
 - Certificate/Diploma Programs – minimum of a diploma or equivalent in the field of study

- Undergraduate Programs – minimum of a bachelor’s degree in theology, biblical studies, or related field
- Postgraduate Programs – minimum of a master’s degree in theology, ministry, or related field
- Doctoral or advanced programs – faculty should hold relevant doctoral-level qualifications
- **Spiritual Maturity:** Faculty members must demonstrate personal spiritual growth, commitment to Christian values, and active participation in ministry.
- **Doctrinal Alignment:** Faculty must adhere to the institution’s Statement of Faith and model sound biblical teaching in all academic and ministry instruction.
- **Teaching Competence:** Faculty should possess teaching experience, effective communication skills, and the ability to integrate biblical knowledge with practical ministry application.
- **Professional Development:** Faculty are encouraged to participate in ongoing professional development, including theological research, ministry practice, and pedagogical training.

Purpose

- Ensures that students receive **high-quality biblical and theological instruction** from competent and spiritually grounded educators.
- Upholds the **doctrinal integrity** of the institution.
- Encourages a culture of **continuous improvement, academic excellence, and ministerial formation**.
- Supports the institution’s goal of producing graduates who are equipped for **effective service in the Church and ministry leadership**.

Evaluation Criteria

IABE evaluates faculty qualifications based on:

1. **Academic Credentials** – Verification of degrees, certifications, and relevant professional experience
2. **Spiritual Formation** – Evidence of personal spiritual growth and ministry involvement
3. **Doctrinal Consistency** – Alignment with the institution’s Statement of Faith and biblical teaching
4. **Teaching Effectiveness** – Demonstrated ability to engage students and integrate theory with practical ministry
5. **Professional Development** – Participation in workshops, seminars, research, and ministry-related learning

4.6 Administrative Structure

A well-defined administrative structure is essential for ensuring effective leadership, organizational efficiency, and accountability within institutions seeking accreditation by the International Association for Biblical Education (IABE). This structure supports both academic and operational excellence, enabling the institution to fulfill its mission of preparing biblically grounded and spiritually mature leaders.

Requirements for Administrative Structure

- **Leadership Positions:** Institutions must have clearly defined leadership roles, including a chief executive (President, Principal, or Director), academic leadership (Deans, Department Heads), and administrative officers responsible for finance, operations, student affairs, and institutional development.
- **Organizational Chart:** The institution should provide an organizational chart illustrating reporting lines, governance oversight, and relationships between administrative and academic units.
- **Decision-Making Processes:** Institutions must have documented policies outlining decision-making authority, institutional approvals, and accountability mechanisms.
- **Administrative Policies:** Clear policies should govern admissions, student records, financial management, human resources, and institutional operations.
- **Integration with Governance:** Administrative structure must function under the oversight of the governing body, ensuring alignment with institutional mission, doctrinal standards, and strategic objectives.
- **Staff Competence:** Administrative personnel should have the necessary qualifications, experience, and training to carry out their responsibilities effectively.

Purpose

- Ensures **efficient, accountable, and transparent management** of institutional operations.
- Supports **academic excellence** by providing effective coordination between leadership, faculty, and administrative units.
- Establishes a clear framework for **decision-making, reporting, and institutional development**.
- Strengthens the institution's capacity to maintain **compliance with IABE standards** and to implement continuous quality improvement.

Evaluation Criteria

IABE evaluates administrative structure based on:

1. **Clarity and Organization** – Existence of a documented structure with defined roles and responsibilities
2. **Governance Alignment** – Integration of administration with the institution's governing body and mission
3. **Operational Effectiveness** – Evidence that administrative systems support academic programs and institutional growth
4. **Policy Documentation** – Availability of clear policies for finance, HR, student management, and institutional procedures
5. **Staff Qualifications** – Competence and capacity of administrative personnel to fulfill institutional objectives

5. Accreditation Standards

The International Association for Biblical Education (IABE) has established **Accreditation Standards** to ensure that institutions provide biblically grounded, academically rigorous, and spiritually formative education.

These standards serve as the framework for evaluation, guiding institutions toward excellence, accountability, and continuous improvement. Each standard addresses critical areas of institutional operations, including governance, academics, faculty, student services, resources, and ethical conduct.

5.1 Governance and Administration

Effective governance and administration are foundational for institutional stability, accountability, and sustainable quality in biblical and theological education. IABE requires that institutions demonstrate responsible leadership, transparent decision-making, and sound administrative systems.

Requirements

- **Governing Body:** Institutions must have a governing body (Board of Trustees, Directors, or equivalent) with clearly defined authority, responsibilities, and accountability mechanisms.
- **Institutional Leadership:** Executive leadership, including the President, Principal, or Director, should provide strategic direction, oversee operations, and ensure alignment with the mission, vision, and doctrinal standards.
- **Administrative Organization:** Administrative units should be clearly structured, documented, and adequately staffed to manage academic programs, finance, student services, and institutional development.

- **Policies and Procedures:** Institutions must maintain clear, accessible, and consistently applied policies for governance, decision-making, human resources, financial management, and operational oversight.
- **Strategic Planning:** Institutions should have documented strategic and operational plans that guide long-term development, resource allocation, and quality improvement initiatives.
- **Accountability and Transparency:** Institutions must demonstrate mechanisms for monitoring performance, evaluating outcomes, and reporting to the governing body and relevant stakeholders.

Purpose

- Ensures the institution operates with **stability, integrity, and accountability**.
- Provides clear oversight and effective leadership for **academic and administrative operations**.
- Aligns institutional practices with **IABE standards, mission, and doctrinal commitments**.
- Promotes **sustainable development, risk management, and continuous improvement**.

Evaluation Criteria

IABE evaluates governance and administration based on:

1. **Structure and Clarity** – Clearly defined roles, responsibilities, and reporting lines
2. **Leadership Effectiveness** – Ability of executives and governing bodies to guide institutional strategy and operations
3. **Policy Implementation** – Consistent application of documented policies and procedures
4. **Strategic Alignment** – Evidence that planning and administration support the mission, vision, and educational objectives
5. **Accountability Mechanisms** – Systems for monitoring, evaluation, and reporting to ensure compliance and institutional integrity

5.2 Academic Programs and Curriculum

High-quality academic programs and a well-structured curriculum are central to fulfilling the mission of institutions accredited by the International Association for Biblical Education (IABE). They ensure that students receive biblically grounded, theologically sound, and practically applicable education for effective ministry.

Requirements

- **Program Structure:** Institutions must offer academic programs with clearly defined objectives, course sequences, credit requirements, and learning outcomes appropriate to the level of study (certificate, diploma, and undergraduate, postgraduate).
- **Curriculum Content:** Programs should integrate biblical studies, theology, ministry skills, spiritual formation, and ethical development.
- **Program Relevance:** Curriculum should be current, contextually relevant, and aligned with the needs of the Church and global ministry.
- **Integration of Spiritual Formation:** Courses must include opportunities for prayer, personal devotion, ministry practice, and character development.
- **Assessment and Evaluation:** Institutions must implement robust assessment systems to evaluate student learning, curriculum effectiveness, and program outcomes.
- **Continuous Review:** Programs and curricula should be regularly reviewed and updated based on feedback, theological developments, and ministry trends.

Purpose

- Ensures students acquire **comprehensive biblical knowledge** and practical ministry skills.
- Aligns academic offerings with the institution's **mission, vision, and doctrinal standards**.
- Supports **spiritual, ethical, and ministerial development** alongside academic learning.
- Encourages **systematic evaluation and improvement** of programs to maintain educational excellence.

Evaluation Criteria

IABE evaluates academic programs and curriculum based on:

1. **Clarity of Program Objectives** – Well-defined goals and expected learning outcomes
2. **Curriculum Content** – Depth, breadth, and theological accuracy of courses
3. **Integration with Spiritual Formation** – Opportunities for ministry experience and personal development
4. **Program Relevance and Effectiveness** – Alignment with Church needs and graduate ministry readiness
5. **Continuous Improvement** – Evidence of curriculum review, updates, and responsiveness to feedback

5.3 Faculty and Academic Leadership

The quality and effectiveness of an institution's faculty and academic leadership are critical factors in delivering biblically grounded and theologically sound education. IABE requires institutions to maintain a qualified, spiritually mature, and doctrinally aligned faculty, along with competent academic leadership, to ensure high standards of teaching, learning, and ministry preparation.

Requirements

- **Faculty Qualifications:** Faculty members must possess appropriate academic credentials, ministry experience, and doctrinal alignment with the institution's Statement of Faith. Advanced programs require faculty with higher theological degrees and relevant scholarly experience.
- **Spiritual and Ethical Integrity:** Faculty must model personal spiritual maturity, Christian character, and ethical conduct in their teaching and interactions.
- **Academic Leadership:** Deans, department heads, and program coordinators should provide guidance, oversight, and support to faculty in curriculum delivery, research, and ministry training.
- **Professional Development:** Institutions must promote ongoing faculty development through theological research, workshops, seminars, and ministry-related training.
- **Evaluation and Accountability:** Institutions should implement systems to evaluate faculty performance, teaching effectiveness, and adherence to academic and doctrinal standards.

Purpose

- Ensures students receive **high-quality instruction** from qualified and spiritually grounded educators.
- Maintains **doctrinal integrity** and consistency across all programs.
- Supports faculty growth, academic excellence, and effective ministry preparation.
- Provides structured academic leadership for curriculum development, quality assurance, and institutional oversight.

Evaluation Criteria

IABE evaluates faculty and academic leadership based on:

1. **Qualifications and Competence** – Verification of degrees, certifications, and ministry experience
2. **Doctrinal Alignment** – Consistency with the institution's Statement of Faith

3. **Spiritual and Ethical Maturity** – Evidence of personal spiritual formation and ethical conduct
4. **Leadership Effectiveness** – Ability of academic leaders to oversee programs, mentor faculty, and maintain standards
5. **Professional Development** – Engagement in continuous learning, teaching improvement, and ministry practice

5.4 Student Admission and Records

A transparent and well-managed system for **student admission and records** is essential for institutional integrity, accountability, and academic effectiveness. The International Association for Biblical Education (IABE) requires institutions to implement clear policies that ensure fairness, consistency, and proper documentation for all students.

Requirements

- **Admission Policies:** Institutions must have documented admission criteria and procedures aligned with program objectives, academic standards, and doctrinal expectations.
- **Eligibility Verification:** Institutions should verify academic, spiritual, and personal qualifications of applicants to ensure readiness for biblical and theological education.
- **Records Management:** Complete and accurate student records must be maintained, including personal information, admission documents, academic progress, grades, and certificates.
- **Confidentiality:** Institutions must ensure that student records are securely stored and access is restricted to authorized personnel only.
- **Transcripts and Certifications:** Institutions must provide official transcripts, diplomas, or certificates in a standardized format recognized by IABE.
- **Compliance with Policies:** Institutions should enforce policies consistently, treating all students fairly and in accordance with published standards.

Purpose

- Ensures **equitable and transparent admission** processes for all applicants.
- Maintains accurate documentation of student enrollment, progress, and achievement.
- Supports institutional accountability and compliance with IABE standards.
- Provides reliable records for verification of academic and ministry credentials.
- Enhances student confidence in the integrity and professionalism of the institution.

Evaluation Criteria

IABE evaluates student admission and records management based on:

1. **Clarity and Accessibility** – Well-documented admission policies and procedures
2. **Consistency and Fairness** – Transparent and equitable implementation of admission standards
3. **Accuracy of Records** – Complete, organized, and up-to-date student files
4. **Confidentiality and Security** – Protection of sensitive student information
5. **Compliance and Verification** – Ability to provide official transcripts, certificates, and documentation for audit and accreditation purposes

5.5 Library and Learning Resources

Access to quality **library and learning resources** is a vital component of effective biblical and theological education. The International Association for Biblical Education (IABE) requires institutions to provide adequate resources that support academic study, spiritual formation, and research, ensuring that students and faculty can engage in rigorous scholarship and ministry preparation.

Requirements

- **Library Collections:** Institutions must maintain a library with sufficient collections of print and digital materials, including Bibles, theological texts, reference books, journals, and research resources relevant to biblical and theological education.
- **Learning Resources:** Institutions should provide access to additional learning resources such as online databases, e-books, ministry manuals, and educational software to support coursework and research.
- **Facilities and Accessibility:** Libraries and learning resource centers must be organized, well-maintained, and accessible to students, faculty, and staff. Adequate study space and research facilities should be available.
- **Cataloging and Management:** Library materials should be properly cataloged, indexed, and regularly updated to ensure relevance and ease of access.
- **Instruction and Support:** Institutions should provide guidance and training to students and faculty on effective use of library and learning resources, including research skills and information literacy.
- **Resource Development:** Institutions are encouraged to continuously expand, diversify, and update resources to meet evolving academic and ministry needs.

Purpose

- Supports students in achieving **academic excellence, critical thinking, and research competence**.
- Enables faculty to **deliver high-quality instruction and supervise research effectively**.
- Promotes spiritual and ministry formation through access to relevant biblical and theological materials.
- Enhances institutional credibility and compliance with IABE standards for academic resources.

Evaluation Criteria

IABE evaluates library and learning resources based on:

1. **Adequacy of Collections** – Availability of essential theological, biblical, and ministry-related resources
2. **Accessibility and Organization** – Ease of access and usability for students and faculty
3. **Relevance and Currency** – Resources are up-to-date and aligned with program objectives
4. **Support and Instruction** – Evidence of training or guidance in research and resource utilization
5. **Continuous Improvement** – Demonstrated efforts to expand, update, and enhance library and learning resources

5.6 Facilities and Infrastructure

Adequate **facilities and infrastructure** are essential for delivering high-quality biblical and theological education. The International Association for Biblical Education (IABE) requires institutions to provide safe, functional, and well-maintained physical and technological resources that support teaching, learning, ministry training, and institutional operations.

Requirements

- **Academic Facilities:** Classrooms, lecture halls, and seminar rooms should be appropriately sized, well-ventilated, and equipped for effective teaching and learning.
- **Administrative Offices:** Offices for leadership, faculty, and administrative staff must be clearly organized and accessible to support institutional operations.
- **Library and Resource Centers:** Spaces must be provided for study, research, and access to library and learning resources.

- **Technology Infrastructure:** Institutions should provide access to computers, projectors, internet connectivity, and other digital tools that enhance teaching, research, and administration.
- **Student Facilities:** Adequate facilities for student accommodation, worship, recreation, and counseling services should be available as applicable.
- **Safety and Maintenance:** Institutions must maintain facilities in safe, hygienic, and functional conditions, with clear policies for maintenance, security, and emergency procedures.
- **Accessibility:** Facilities should accommodate the needs of all students, including those with disabilities, wherever possible.

Purpose

- Supports effective delivery of **academic programs, ministry training, and student development.**
- Provides a **safe and conducive learning environment** for students, faculty, and staff.
- Ensures operational efficiency and functional organization for **administrative and academic processes.**
- Enhances institutional credibility, compliance with IABE standards, and the capacity for continuous improvement.

Evaluation Criteria

IABE evaluates facilities and infrastructure based on:

1. **Adequacy and Appropriateness** – Sufficient and suitable physical and technological resources for academic and administrative functions
2. **Safety and Maintenance** – Facilities are safe, clean, and properly maintained
3. **Accessibility** – Spaces are accessible and inclusive to all students and staff
4. **Support for Learning and Ministry** – Facilities enhance teaching, research, spiritual formation, and practical ministry training
5. **Planning and Development** – Evidence of ongoing improvement, expansion, and modernization of facilities to meet institutional growth and needs

5.7 Financial Stability and Integrity

Financial stability and integrity are essential for ensuring that institutions can sustain quality biblical and theological education. The International Association for Biblical Education (IABE) requires institutions to demonstrate sound financial management, transparency, and accountability to maintain operational effectiveness and long-term institutional viability.

Requirements

- **Financial Planning:** Institutions must maintain a documented budget and financial plan that supports academic programs, administrative operations, and institutional development.
- **Revenue Sources:** Institutions should clearly identify and report sources of funding, including tuition, donations, grants, and other income streams.
- **Accounting Systems:** Proper accounting practices must be in place to record, track, and report financial transactions accurately.
- **Transparency and Reporting:** Institutions must submit annual financial statements or reports to IABE, demonstrating responsible management and compliance with local legal and regulatory requirements.
- **Internal Controls:** Mechanisms should exist to prevent fraud, misuse of funds, and ensure accountability in financial decision-making.
- **Sustainability:** Institutions should demonstrate the ability to maintain operations and programs without compromising quality or stability.

Purpose

- Ensures institutions have **adequate resources to sustain academic and operational functions**.
- Promotes **accountability, transparency, and ethical management** of financial resources.
- Supports long-term planning, institutional growth, and the ability to invest in faculty, programs, and facilities.
- Enhances institutional credibility and trustworthiness among students, donors, and stakeholders.

Evaluation Criteria

IABE evaluates financial stability and integrity based on:

1. **Financial Documentation** – Existence of budgets, financial statements, and audited reports
2. **Transparency** – Clear reporting of income, expenditures, and financial policies
3. **Internal Controls** – Procedures to ensure ethical and accountable financial management
4. **Sustainability** – Evidence of stable funding and responsible financial planning for continued operations
5. **Compliance** – Adherence to local laws, regulations, and institutional policies regarding finance

5.8 Ethical and Doctrinal Integrity

Upholding **ethical and doctrinal integrity** is essential for institutions accredited by the International Association for Biblical Education (IABE). These standards ensure that institutions operate in a manner consistent with biblical principles, ethical conduct, and sound theological teaching, fostering trust among students, faculty, churches, and the wider Christian community.

Requirements

- **Doctrinal Integrity:** Institutions must adhere to their approved Statement of Faith and ensure that all programs, teaching, and institutional policies reflect biblical truth and doctrinal consistency.
- **Ethical Conduct:** Institutions must demonstrate honesty, fairness, and integrity in all operations, including administration, student relations, faculty conduct, and financial management.
- **Accountability:** Institutions should establish clear policies and mechanisms to address ethical violations, doctrinal deviations, or misconduct by faculty, staff, or students.
- **Transparency:** Institutions must operate openly in governance, academic decision-making, and reporting to stakeholders, including IABE.
- **Conflict Resolution:** Policies should exist to manage disputes in a biblically grounded and ethical manner.

Purpose

- Ensures that students receive instruction that is **biblically accurate and doctrinally sound**.
- Promotes a culture of **ethical behavior, accountability, and integrity** within the institution.
- Builds confidence among churches, students, faculty, and external stakeholders in the institution's credibility.
- Encourages adherence to **Christian moral and ethical standards** in all institutional operations.

Evaluation Criteria

IABE evaluates ethical and doctrinal integrity based on:

1. **Doctrinal Consistency** – Alignment of curriculum, teaching, and institutional policies with the approved Statement of Faith
2. **Ethical Policies** – Existence of documented codes of conduct and ethical guidelines

3. **Implementation and Enforcement** – Evidence that ethical and doctrinal standards are actively practiced and enforced
4. **Accountability Mechanisms** – Procedures to address violations or deviations in a transparent and responsible manner
5. **Transparency** – Open communication and reporting to stakeholders, ensuring confidence in institutional integrity

5.9 Quality Assurance and Continuous Improvement

Institutions accredited by the International Association for Biblical Education (IABE) are expected to maintain a culture of **quality assurance and continuous improvement**. This ensures that academic programs, administrative processes, and ministry training remain effective, relevant, and aligned with the mission of preparing biblically grounded and spiritually mature leaders.

Requirements

- **Quality Assurance Systems:** Institutions must implement structured processes to monitor, evaluate, and enhance the quality of academic programs, faculty performance, administrative operations, and student outcomes.
- **Regular Assessment:** Institutions should conduct periodic assessments of curricula, teaching effectiveness, student learning, and institutional practices to identify strengths and areas for improvement.
- **Feedback Mechanisms:** Systems should exist to gather feedback from students, faculty, alumni, and stakeholders to inform decision-making and program development.
- **Action Plans:** Institutions must develop and implement action plans to address identified gaps, improve performance, and enhance educational effectiveness.
- **Documentation and Reporting:** Records of quality assurance activities, evaluations, and improvement initiatives should be maintained and submitted to IABE as required.
- **Commitment to Excellence:** Institutions should foster an organizational culture that values ongoing learning, accountability, and innovation in theological education.

Purpose

- Ensures **academic and operational excellence** through systematic monitoring and improvement.
- Supports the **continuous development of faculty, programs, and institutional processes**.
- Enhances **student outcomes, ministry readiness, and institutional credibility**.

- Aligns institutional operations with IABE standards and best practices in biblical and theological education.
- Encourages institutions to remain responsive to changes in ministry contexts, educational trends, and global Church needs.

Evaluation Criteria

IABE evaluates quality assurance and continuous improvement based on:

1. **Existence of QA Systems** – Documented policies and procedures for monitoring academic and operational quality
2. **Assessment and Evaluation** – Evidence of systematic evaluation of programs, faculty, and institutional effectiveness
3. **Use of Feedback** – Mechanisms for gathering stakeholder input and integrating it into decision-making
4. **Action and Improvement Plans** – Evidence of follow-up actions addressing identified gaps or weaknesses
5. **Organizational Culture of Excellence** – Demonstration of institutional commitment to continuous learning, accountability, and innovation

6. Accreditation Process

The **accreditation process** of the **International Association for Biblical Education (IABE)** is designed to ensure that institutions meet established standards of biblical and theological education, governance, administration, institutional effectiveness, and ethical integrity. This structured process provides a transparent, fair, and accountable framework for evaluating institutions and guiding them toward continuous improvement.

Accreditation Process Statuses

- **Applicant Institution** – An institution that has submitted a formal application or expressed its intent to pursue IABE accreditation and is undergoing the initial eligibility and application review process.
- **Candidate Institution** – An institution that has satisfied the applicable eligibility and preliminary requirements and has been formally accepted by IABE to proceed with the detailed accreditation evaluation process.
- **Accredited Institution** – An institution that has successfully completed the IABE accreditation process and has been formally granted accreditation by IABE.

6.1 Application Procedure

The first step in the IABE accreditation process is submission of a formal application. This ensures that the institution meets preliminary eligibility requirements and demonstrates a commitment to the standards and mission of IABE.

Steps for Application

1. **Submission of Intent:** Institutions interested in accreditation must submit a **letter of intent** or preliminary application to IABE, expressing their desire to pursue accreditation and affirming alignment with IABE's mission and standards.
2. **Eligibility Verification:** IABE reviews the institution's legal status, governance, mission, and Statement of Faith to confirm eligibility for the accreditation process.
3. **Completion of Application Form:** Institutions must complete the official **IABE Accreditation Application Form**, providing detailed information about the institution, academic programs, faculty, governance, facilities, finances, and policies.
4. **Documentation Submission:** Institutions must attach supporting documents, including legal registration, organizational charts, curriculum details, faculty qualifications, financial statements, library resources, and other relevant materials.
5. **Application Fee:** Submission of the completed application must be accompanied by the **non-refundable application fee** as outlined in IABE's fee schedule.
6. **Acknowledgment of Receipt:** IABE will acknowledge receipt of the application and confirm that all required documentation has been submitted.
7. **Preliminary Review:** IABE staff conducts an initial review to verify completeness, eligibility, and alignment with minimum standards before proceeding to detailed evaluation.

Purpose

- Provides a formal mechanism to **express institutional interest** in IABE accreditation.
- Allows IABE to **assess preliminary eligibility** and readiness for the accreditation process.
- Ensures that institutions **understand the requirements, standards, and expectations** of IABE.
- Establishes a clear **foundation for subsequent evaluation, assessment, and decision-making**.

Evaluation Criteria

IABE evaluates the application procedure based on:

1. **Completeness of Documentation** – Submission of all required forms, supporting materials, and fees
2. **Eligibility Compliance** – Verification that the institution meets minimum legal, doctrinal, and governance standards
3. **Clarity and Accuracy** – Accuracy of the information provided and alignment with institutional mission and objectives
4. **Timeliness** – Submission within the designated application period
5. **Demonstrated Commitment** – Evidence of institutional commitment to IABE standards, quality, and continuous improvement

6.2 Document Submission Requirements

Accreditation by the International Association for Biblical Education (IABE) requires institutions to provide comprehensive documentation that demonstrates compliance with IABE standards and readiness for evaluation. Proper submission ensures a transparent, verifiable, and efficient accreditation process.

Required Documents

1. Legal and Governance Documents

- Certificate of legal registration or incorporation
- Constitution, bylaws, or governing documents
- Organizational chart showing leadership, faculty, and administrative structure

2. Mission and Statement of Faith

- Institution's officially approved Statement of Faith
- Mission and vision statements
- Institutional objectives

3. Academic Programs and Curriculum

- Detailed program descriptions, including course outlines, credit hours, and learning outcomes
- Curriculum maps showing progression of courses and integration of biblical and ministry training
- Evidence of program review and continuous improvement

4. Faculty and Academic Leadership

- Faculty qualifications, including degrees, certifications, and ministry experience
- Academic leadership profiles and roles
- Records of professional development and training

5. Student Admission and Records

- Admission policies and procedures
- Sample student records (anonymized)
- Transcripts, grading policies, and certificates

6. Library and Learning Resources

- List of library holdings and digital resources
- Catalog or database access
- Evidence of resource management and student support

7. Facilities and Infrastructure

- Campus layout and facility descriptions
- Classroom, administrative, and student support facilities
- Safety and maintenance policies

8. Financial Documents

- Annual budget and financial statements
- Revenue sources and expenditure reports
- Internal controls and financial policies

9. Ethical and Doctrinal Integrity

- Codes of conduct for faculty, staff, and students
- Policies for handling doctrinal or ethical disputes

10. Quality Assurance

- Policies and procedures for monitoring and evaluation
- Evidence of program assessment, feedback mechanisms, and improvement plans

Submission Guidelines

- All documents must be **current, accurate, and officially approved** by the institution's governing body.
- Documents may be submitted in **digital or printed format**, as specified by IABE.
- Institutions should **label and organize documents clearly** to facilitate review by IABE evaluators.
- Any missing or incomplete documents may result in **delays or suspension** of the accreditation process until compliance is met.

Purpose

- Ensures IABE can **verify compliance with accreditation standards** efficiently.
- Provides a **transparent and auditable record** of institutional readiness and performance.
- Supports the credibility and integrity of the accreditation process.
- Serves as a foundation for **evaluation, site visits, and decision-making**.

Evaluation Criteria

IABE evaluates document submission based on:

1. **Completeness** – Submission of all required documents according to guidelines
2. **Accuracy and Authenticity** – Verified, correct, and officially approved records
3. **Organization** – Documents clearly labeled, organized, and easy to review
4. **Compliance** – Evidence that institutional policies and practices align with IABE standards
5. **Timeliness** – Submission within the specified timeline for the accreditation process

6.3 Initial Review

After an institution submits its accreditation application and all required documentation, the **International Association for Biblical Education (IABE)** conducts an **Initial Review**. This review determines whether the institution has satisfied the applicable eligibility requirements and has the necessary foundation to proceed to the detailed accreditation evaluation process.

Steps in the Initial Review

1. **Completeness Check:**
IABE verifies that all required documents have been submitted, are properly organized, and comply with established submission guidelines.

2. **Eligibility Verification:**

IABE reviews the institution's legal status, governance structure, mission, Statement of Faith, and compliance with applicable IABE eligibility requirements.

3. **Preliminary Assessment:**

IABE conducts a preliminary assessment of the institution's academic programs, faculty qualifications, administrative structure, student services, facilities, financial capacity, and other applicable areas to determine whether the institution demonstrates sufficient readiness to proceed with accreditation evaluation.

4. **Communication of Findings:**

Any missing documentation, inconsistencies, deficiencies, or areas requiring clarification are communicated to the institution. The institution may be required to provide additional information or take corrective action before the review can be completed.

5. **Determination of Candidate Status:**

Based on the Initial Review, IABE determines whether the institution has satisfied the applicable preliminary requirements and may proceed with **Candidate Status** in the accreditation process. If the requirements have not been satisfied, IABE may require corrective action or additional documentation before the institution may proceed.

Purpose

- Ensures that only institutions meeting the applicable minimum requirements proceed to detailed accreditation evaluation.
- Identifies gaps, deficiencies, or areas requiring corrective action at an early stage.
- Provides transparency and clarity regarding the institution's readiness to proceed with accreditation.
- Establishes a formal foundation for detailed evaluation, site visits, and subsequent accreditation assessment.

Evaluation Criteria

IABE evaluates the Initial Review based on the following criteria:

1. **Document Completeness** – Submission of all required forms, documentation, and supporting materials.
2. **Eligibility Compliance** – Verification that the institution meets applicable legal, doctrinal, governance, organizational, and other eligibility requirements.
3. **Preliminary Alignment with IABE Standards** – Evidence that the institution's academic programs, faculty, administration, resources, and institutional systems demonstrate sufficient alignment with applicable IABE standards.

4. **Responsiveness** – Timely submission of additional information and correction of missing, incomplete, or inconsistent documentation when requested by IABE.
5. **Readiness for Candidate Status** – Determination of whether the institution has satisfied the applicable preliminary requirements and is prepared to proceed to the next stage of the IABE accreditation process.

6.4 Self-Study Report

The **Self-Study Report** is a critical component of the accreditation process for institutions seeking recognition from the International Association for Biblical Education (IABE). It provides a comprehensive, internal evaluation of the institution's compliance with IABE standards, institutional effectiveness, and readiness for external review.

Purpose

- Enables institutions to **assess themselves against IABE accreditation standards**.
- Encourages reflection on **strengths, challenges, and areas for improvement**.
- Provides IABE evaluators with a **comprehensive overview** of the institution before site visits.
- Supports transparency, accountability, and informed decision-making in the accreditation process.

Content of the Self-Study Report

The Self-Study Report should include detailed information on the following areas:

1. Institutional Overview

- Mission, vision, and objectives
- Statement of Faith
- Legal status and governance structure

2. Academic Programs and Curriculum

- Program descriptions, learning outcomes, and course sequencing
- Evidence of curriculum review and program effectiveness

3. Faculty and Academic Leadership

- Faculty qualifications, teaching assignments, and professional development
- Leadership roles and responsibilities

4. Student Admission and Records

- Admission criteria and processes
- Student records, transcripts, and certification procedures

5. Library and Learning Resources

- Collection of resources, accessibility, and usage
- Support for research, study, and ministry preparation

6. Facilities and Infrastructure

- Academic, administrative, and student facilities
- Safety, maintenance, and technological resources

7. Financial Stability and Integrity

- Budget, financial statements, and revenue sources
- Internal controls and sustainability measures

8. Ethical and Doctrinal Integrity

- Codes of conduct, policies for ethical and doctrinal compliance
- Procedures for addressing violations

9. Quality Assurance and Continuous Improvement

- Assessment procedures, feedback mechanisms, and improvement plans
- Evidence of monitoring and evaluation for academic and institutional effectiveness

Submission Guidelines

- The Self-Study Report must be **completed by the institution** and approved by its governing body.
- It should be **organized, comprehensive, and supported by documentation**, including charts, policies, and evidence of compliance.
- The report should be submitted in the format specified by IABE, either digitally or in print.

Evaluation Criteria

IABE evaluates the Self-Study Report based on:

1. **Completeness and Accuracy** – Coverage of all required areas with verified data
2. **Alignment with Standards** – Evidence that institutional practices meet IABE accreditation criteria
3. **Clarity and Organization** – Clear presentation and structured reporting
4. **Evidence-Based Assessment** – Documentation supporting statements and claims
5. **Readiness for Evaluation** – Demonstrated institutional self-awareness and preparation for site visit

6.5 Evaluation and Assessment

Following submission of the Self-Study Report, the International Association for Biblical Education (IABE) conducts a **comprehensive evaluation and assessment** to verify the institution's compliance with accreditation standards.

This process ensures that the institution is academically sound, administratively capable, doctrinally faithful, and operationally sustainable.

Steps in Evaluation and Assessment

1. **Review of Self-Study Report:**
 - IABE evaluators thoroughly examine the Self-Study Report and supporting documents to assess completeness, accuracy, and alignment with accreditation standards.
2. **On-Site Visit (if applicable):**
 - A team of IABE evaluators may conduct an on-site visit to observe facilities, verify resources, meet faculty and students, and assess institutional operations firsthand.
3. **Interviews and Stakeholder Feedback:**
 - Evaluators may conduct interviews with leadership, faculty, students, and other stakeholders to gather qualitative information about institutional effectiveness and program delivery.
4. **Evaluation of Standards Compliance:**
 - Assessment focuses on the nine accreditation standards, including governance, academic programs, faculty, student services, resources, financial stability, ethical integrity, and quality assurance.

5. Strengths and Areas for Improvement:

- Evaluators prepare a report identifying institutional strengths, commendations, and areas requiring improvement or corrective action.

6. Evaluation Report Submission:

- The evaluators submit a formal evaluation report to the IABE Accreditation Committee for review and recommendations.

Purpose

- Confirms that the institution meets **IABE accreditation standards** and is capable of delivering quality theological education.
- Provides constructive feedback to support **institutional development and continuous improvement**.
- Ensures transparency, fairness, and accountability in the accreditation process.
- Facilitates informed **decision-making by the IABE Accreditation Committee** regarding accreditation status.

Evaluation Criteria

IABE evaluates institutions during this stage based on:

1. **Compliance with Standards** – Evidence that governance, programs, faculty, resources, and operations meet IABE requirements
2. **Effectiveness of Programs** – Quality and relevance of academic offerings and ministry preparation
3. **Resource Adequacy** – Availability and usability of facilities, library resources, technology, and administrative support
4. **Ethical and Doctrinal Integrity** – Alignment with the institution's Statement of Faith and ethical standards
5. **Commitment to Improvement** – Evidence of assessment, feedback utilization, and ongoing quality enhancement

6.6 Accreditation Decision

After completing the evaluation and assessment, the International Association for Biblical Education (IABE) makes a formal **accreditation decision** based on the institution's demonstrated compliance with standards, quality of programs, and overall readiness to provide biblical and theological education.

Decision-Making Process

1. Review of Evaluation Report:

- The IABE Accreditation Committee reviews the evaluation report prepared by the assessment team, including findings, commendations, and recommendations for corrective action.

2. Deliberation and Recommendation:

- The Accreditation Committee deliberates on the institution's compliance with IABE standards, institutional strengths, and areas needing improvement.
- The Committee may request additional information or clarification from the institution before finalizing its decision.

3. Decision Categories:

Institutions may receive one of the following accreditation decisions:

- **Full Accreditation:** Granted when the institution fully meets IABE standards and demonstrates overall institutional excellence.
- **Provisional/Conditional Accreditation:** Granted when the institution meets most standards but requires corrective actions to address specific deficiencies within a defined timeframe.
- **Deferred Accreditation:** Issued if the institution does not yet meet minimum standards but has potential for improvement; additional documentation, corrections, or follow-up assessments are required before reconsideration.
- **Denial of Accreditation:** Issued when the institution fails to meet IABE standards and shows insufficient capacity for correction or improvement.

4. Notification of Decision:

- The institution receives a formal written notification of the accreditation decision, including conditions, recommendations, and timelines for compliance if applicable.

5. Appeals Process:

- Institutions have the right to appeal IABE's decision in accordance with the Appeals and Complaints policy outlined in Section 11 of this Manual.

Purpose

- Provides a **formal, transparent, and objective determination** of the institution's accreditation status.

- Ensures that only institutions meeting IABE standards are recognized as accredited.
- Guides institutions in **corrective action, improvement, or further evaluation** where necessary.
- Maintains the credibility, integrity, and trustworthiness of the IABE accreditation process.

Evaluation Criteria

IABE bases accreditation decisions on:

1. **Compliance with Accreditation Standards** – Assessment of governance, academic programs, faculty, resources, financial stability, and ethical integrity
2. **Institutional Effectiveness** – Quality of education, student outcomes, and ministry preparation
3. **Corrective Action and Improvement** – Evidence of responsiveness to feedback and capacity to implement recommended changes
4. **Documentation and Verification** – Accuracy and completeness of submitted reports, records, and supporting evidence
5. **Commitment to IABE Mission and Values** – Alignment with biblical education principles and institutional integrity

6.7 Issuance of Accreditation Certificate

Upon approval of an institution's accreditation, the International Association for Biblical Education (IABE) formally recognizes the institution by issuing an **Accreditation Certificate**. This certificate serves as an official acknowledgment of the institution's compliance with IABE standards and its commitment to excellence in biblical and theological education.

Procedures for Issuance

1. Final Verification:

- IABE confirms that all conditions and recommendations from the accreditation decision have been met by the institution.

2. Preparation of Certificate:

- The certificate is prepared in an official format, displaying the institution's name, accreditation status, validity period, and the signature of the IABE Chief Executive Officer.

3. Notification to Institution:

- The institution receives formal notification of its accreditation status along with the certificate.
- Instructions regarding proper use of the IABE accreditation seal, logo, and public representation are provided.

4. Publication and Record Keeping:

- Accredited institutions are listed on the official IABE directory and website.
- IABE maintains a record of all accredited institutions for verification and reference purposes.

5. Validity Period:

- Accreditation is valid for **Five years**, after which the institution must apply for renewal in accordance with Section 7 of this Manual.

Purpose

- Provides **formal recognition** of the institution's compliance with IABE standards.
- Serves as a **credential of quality** for students, faculty, churches, donors, and other stakeholders.
- Enhances institutional **credibility, trustworthiness, and reputation** in the field of biblical and theological education.
- Establishes an official record for **monitoring, renewal, and accountability**.

Guidelines for Use

- Institutions must **display the accreditation certificate and seal** in accordance with IABE guidelines.
- Accreditation status should be represented **accurately in promotional materials, publications, and websites**.
- Misuse or misrepresentation of the certificate or seal may result in **revocation or suspension** of accreditation.

7. Accreditation Term and Renewal

7.1 Duration of Accreditation (Five Years)

The International Association for Biblical Education (IABE) grants accreditation to institutions for a **fixed period of Five years**. This duration reflects IABE's commitment

to maintaining rigorous standards while allowing institutions sufficient time to demonstrate continuous compliance, improvement, and operational stability.

Key Points

1. Accreditation Validity:

- The accreditation certificate is valid for **Five years** from the date of issuance.
- During this period, institutions are expected to maintain compliance with IABE standards and implement any recommendations provided during the accreditation process.

2. Monitoring and Reporting:

- Institutions must submit **annual reports** detailing academic programs, faculty updates, financial statements, and progress on improvement initiatives (see Section 10 for monitoring requirements).
- IABE reserves the right to review compliance at any time during the accreditation period.

3. Institutional Responsibilities:

- Institutions are responsible for **upholding IABE standards** throughout the accreditation term.
- Any significant changes in governance, programs, faculty, or finances must be reported promptly to IABE.

4. Preparation for Renewal:

- Institutions should initiate **renewal preparations** well in advance of the expiration date, ensuring all required documentation, evaluations, and assessments are completed in accordance with Section 7.3.

Purpose

- Establishes a **clear, standardized timeframe** for accreditation validity.
- Encourages institutions to maintain **consistent quality and accountability** over the five-year period.
- Provides a framework for **monitoring, reporting, and continuous improvement**.
- Ensures that accreditation remains a **current and credible indicator of institutional excellence**.

Evaluation Criteria

IABE evaluates adherence to the duration of accreditation based on:

1. **Compliance with Reporting Requirements** – Submission of annual reports and updates within specified timelines
2. **Continuous Standards Compliance** – Evidence of ongoing adherence to IABE standards throughout the accreditation term
3. **Timely Renewal Preparation** – Initiation of renewal processes before the expiration of the accreditation term
4. **Institutional Stability** – Maintenance of governance, programs, faculty, and resources at levels consistent with accredited status
5. **Responsiveness to IABE Guidance** – Implementation of recommendations or corrective actions provided during accreditation

7.2 Annual Reporting Requirements

During the five-year accreditation period, accredited institutions are required to submit **annual reports** to the International Association for Biblical Education (IABE). These reports ensure ongoing compliance with accreditation standards, provide accountability, and support continuous improvement in academic and operational performance.

Key Requirements

1. **Submission Timeline:**
 - Annual reports must be submitted **within 30 days** of the end of the institution's fiscal or academic year, as specified by IABE.
2. **Contents of the Annual Report:**

Institutions must provide updates on the following areas:

 - **Governance and Administration:** Changes in leadership, board composition, or administrative structure.
 - **Academic Programs:** Introduction of new programs, revisions to curricula, or changes in course offerings.
 - **Faculty and Staff:** Updates on faculty qualifications, appointments, departures, and professional development.
 - **Student Enrollment and Records:** Enrollment statistics, retention rates, and notable student achievements.
 - **Library and Learning Resources:** Additions or upgrades to library collections, digital resources, and learning facilities.

- **Facilities and Infrastructure:** Updates or improvements in classrooms, laboratories, student housing, and other facilities.
- **Financial Reports:** Summary of income, expenditures, financial stability, and any significant changes affecting operations.
- **Ethical and Doctrinal Compliance:** Reports on adherence to institutional Statement of Faith, codes of conduct, and resolution of ethical issues.
- **Quality Assurance Activities:** Evidence of program evaluation, student feedback, and implementation of improvement initiatives.

3. **Supporting Documentation:**

- Institutions should attach relevant documents, charts, and evidence to substantiate the updates provided.
- Documentation must be accurate, current, and approved by the institution's governing authority.

4. **Review by IABE:**

- Submitted reports are reviewed by IABE staff and the Accreditation Committee to monitor ongoing compliance and identify areas requiring guidance or corrective action.

Purpose

- Ensures **continuous oversight** of accredited institutions throughout the accreditation term.
- Supports accountability, transparency, and **institutional integrity**.
- Enables IABE to **track progress, improvements, and challenges** in academic and administrative operations.
- Facilitates informed planning for **renewal, corrective actions, and institutional development**.

Evaluation Criteria

IABE evaluates annual reports based on:

1. **Timeliness:** Submission within the designated reporting period
2. **Completeness:** Inclusion of all required updates and information
3. **Accuracy and Authenticity:** Verified data and documentation approved by the governing body
4. **Compliance:** Evidence of ongoing adherence to IABE standards and recommendations
5. **Action on Improvement:** Demonstrated implementation of corrective actions and quality enhancement initiatives

7.3 Renewal Application Process

Accredited institutions seeking to continue their recognition with the International Association for Biblical Education (IABE) must undergo a **renewal process** prior to the expiration of their current accreditation term. This process ensures ongoing compliance with IABE standards and encourages continuous improvement in academic and institutional performance.

Steps for Renewal

1. Initiation of Renewal:

- Institutions should initiate the renewal process **at least six months before the accreditation expiry date**.
- A formal **Renewal Application Form** must be submitted to IABE, signaling the institution's intent to renew its accreditation.

2. Submission of Updated Documentation:

- Institutions must provide updated information regarding:
 - Governance and administrative changes
 - Academic programs and curriculum updates
 - Faculty appointments and qualifications
 - Student enrollment, retention, and achievements
 - Financial status and sustainability
 - Facilities, library resources, and technological infrastructure
 - Ethical, doctrinal, and quality assurance activities

3. Self-Study Update:

- Institutions are required to submit an **updated Self-Study Report** highlighting change, improvements, and corrective actions implemented since the last accreditation cycle.

4. Review and Preliminary Assessment:

- IABE staff and evaluators conduct a preliminary review of the renewal application and updated documents to ensure completeness and readiness for evaluation.

5. Evaluation and Site Visit (if applicable):

- A full evaluation or limited site visit may be conducted to verify compliance and assess institutional progress and improvements.

6. Accreditation Committee Review:

- The IABE Accreditation Committee reviews all submitted materials, evaluation reports, and recommendations before making a renewal decision.

7. Renewal Decision and Notification:

- The institution receives formal notification of the renewal decision, including the renewed accreditation term, any conditions, and recommendations for further improvement.

Purpose

- Ensures that institutions maintain **continuous compliance** with IABE standards.
- Encourages institutions to implement **improvements and corrective actions** since their last accreditation cycle.
- Provides a **formal mechanism for institutional accountability and monitoring**.
- Maintains the credibility and integrity of IABE accreditation as a **current and reliable indicator of quality**.

Evaluation Criteria

IABE evaluates renewal applications based on:

1. **Timely Submission:** Renewal application initiated within the recommended timeframe
2. **Compliance and Standards Maintenance:** Evidence that institutional practices continue to meet IABE standards
3. **Documented Improvements:** Implementation of recommendations and quality enhancement initiatives
4. **Self-Study Accuracy:** Updated and comprehensive reporting of institutional progress
5. **Institutional Stability:** Continuity in governance, programs, faculty, resources, and ethical conduct

7.4 Re-evaluation Procedures

The International Association for Biblical Education (IABE) requires that accredited institutions undergo **re-evaluation** at the end of each accreditation term to ensure ongoing compliance with standards and to support continuous institutional improvement. Re-evaluation is a systematic process that verifies the institution's quality, effectiveness, and readiness for renewal of accreditation.

Steps in Re-evaluation

1. Notification of Re-evaluation:

IABE notifies the institution **six to twelve months before the end of the accreditation term**, outlining requirements, timelines, and documentation needed for re-evaluation.

2. Updated Documentation Submission:

- Institutions must submit updated documents including:
 - Annual reports from the accreditation term
 - Financial statements and budget updates
 - Faculty and staff records, including professional development
 - Curriculum revisions and program evaluations
 - Facilities, library, and technology updates
 - Evidence of quality assurance activities and improvement initiatives

3. Self-Study Update or Full Report:

- Institutions prepare an updated **Self-Study Report** reflecting changes, improvements, and corrective actions taken since the last accreditation cycle.
- The report must include evidence of compliance with all IABE standards.

4. Evaluation and Site Visit:

- IABE may conduct a **site visit** to assess facilities, verify documentation, and meet with institutional leadership, faculty, and students.
- The evaluation team reviews compliance, identifies areas of improvement, and provides feedback for the accreditation decision.

5. Evaluation Report Submission:

- The evaluation team submits a formal report to the **IABE Accreditation Committee** summarizing findings, commendations, and recommendations.

6. Accreditation Decision for Renewal:

- Based on the re-evaluation report, the Accreditation Committee makes a recommendation regarding renewal, continued accreditation, or conditional status, as described in Sections 7.1–7.3.

Purpose

- Ensures that institutions **maintain compliance** with IABE accreditation standards over time.
- Provides an opportunity to **identify improvements and corrective actions** for institutional growth.
- Maintains the **credibility, transparency, and integrity** of IABE accreditation.
- Supports strategic planning and quality assurance initiatives within the institution.

Evaluation Criteria

IABE evaluates re-evaluation submissions based on:

1. **Compliance with Accreditation Standards** – Governance, academic programs, faculty, student services, resources, financial integrity, and ethical conduct
2. **Implementation of Recommendations** – Evidence that corrective actions and improvements from prior cycles have been addressed
3. **Quality Assurance and Continuous Improvement** – Documentation of ongoing assessment and program enhancement
4. **Institutional Stability and Sustainability** – Demonstrated capacity to maintain operations, programs, and services at required quality levels
5. **Responsiveness and Transparency** – Timely submission of accurate documentation and cooperation during the evaluation process

8. Fees Structure

The International Association for Biblical Education establishes the following accreditation-related fees:

- Application Fee
- Membership Fee (Annual)
- Accreditation Fee
- Renewal Fee
- Late fees and Penalties

The current fee schedule is published separately by IABE and may be updated periodically.

8.1 Application Fee

The **Application Fee** is the initial non-refundable payment required for institutions to initiate the accreditation process with the International Association for Biblical Education (IABE). This fee covers the administrative costs associated with the preliminary review of the institution's eligibility and application materials.

Key Details

1. Purpose of the Application Fee:

- Covers **administrative processing** of the application, including verification of preliminary eligibility, documentation review, and acknowledgment of receipt.
- Demonstrates the institution's **serious commitment** to pursue accreditation.

2. Payment Timeline:

- The application fee must be submitted **along with the completed Accreditation Application Form**.
- Applications submitted without the fee will **not be processed**.

3. Non-Refundable Nature:

- The fee is **non-refundable**, even if the application is withdrawn or the institution is deemed ineligible after initial review.

4. Amount:

- The **specific amount** of the application fee is outlined in the current IABE Fee Schedule.
- Institutions should refer to the fee schedule or contact IABE for the most up-to-date payment information.

5. Payment Methods:

- Accepted payment methods may include **bank transfer, online payment, or cheque**, as specified by IABE.
- Institutions are responsible for any **bank charges or transaction fees**.

Purpose

- Ensures that administrative costs of application processing are covered.
- Signals institutional **intent and seriousness** in pursuing accreditation.
- Provides a formal starting point for the **structured accreditation process**.

Evaluation Criteria

IABE confirms the application fee has been:

1. **Paid in full** - Before processing the application
2. **Submitted within the designated timeline** - Alongside the completed application

3. **Received via an accepted payment method** - As per IABE guidelines

8.2 Membership Fee (Annual)

The **Annual Membership Fee** is a recurring fee required from all **Associate Member Institutions and Accredited Institutions** of the **International Association for Biblical Education (IABE)**. This fee supports the ongoing administration, quality monitoring, and services provided by IABE to its member institutions.

Key Details

1. **Purpose of the Annual Membership Fee:**

- Supports **administrative functions**, accreditation monitoring, and record-keeping.
- Enables IABE to provide guidance, updates, and communications to member institutions.
- Contributes to sustaining the operations and quality assurance activities of IABE.

2. **Payment Timeline:**

- The membership fee must be paid **annually**, at the start of each fiscal or academic year, as specified by IABE.
- Institutions are responsible for ensuring timely payment to **maintain active accreditation status**.

3. **Amount:**

- The **specific fee amount** is outlined in the current IABE Fee Schedule.
- Institutions should consult the fee schedule or contact IABE for updated information.

4. **Payment Methods:**

- Payments can be made via **bank transfer, online payment, or cheque**, according to IABE instructions.
- Institutions are responsible for any **bank charges or transaction fees**.

5. **Consequences of Non-Payment:**

- Failure to pay the annual membership fee may result in:
 - Suspension of accreditation privileges
 - Removal from the IABE directory of accredited institutions

- Requirement to pay late fees and penalties before reinstatement

Purpose

- Ensures the institution **remains in good standing** with IABE.
- Supports IABE in **sustaining accreditation processes** and member services.
- Encourages accountability and compliance with IABE standards.

Evaluation Criteria

IABE confirms that the Annual Membership Fee has been:

1. **Paid on time** – Within the designated annual period
2. **Paid in full** – As specified in the fee schedule
3. **Submitted via an accepted method** – Complying with IABE payment guidelines

8.3 Accreditation Fee

The **Accreditation Fee** is a mandatory payment required from institutions seeking initial accreditation or re-accreditation with the International Association for Biblical Education (IABE). This fee covers the costs associated with the **evaluation, assessment and administrative processes** involved in granting accreditation.

Key Details

1. Purpose of the Accreditation Fee:

- Supports **comprehensive evaluation activities**, including document review and assessment reports.
- Covers costs incurred by IABE evaluators and administrative staff during the accreditation process.
- Ensures the accreditation process is conducted in a **thorough, professional, and unbiased manner**.

2. Payment Timeline:

- The accreditation fee must be submitted within 30 days **after the application is accepted** and prior to the commencement of the evaluation process.
- Institutions that do not pay the accreditation fee on time may experience **delays in the evaluation and decision-making process**.

3. Amount:

- The **specific amount** is outlined in the current IABE Fee Schedule.
- Institutions should consult the schedule or contact IABE for the most up-to-date information.

4. Payment Methods:

- Accepted payment methods include **bank transfer, online payment, or cheque**, according to IABE instructions.
- Institutions are responsible for any **bank or transaction fees**.

5. Non-Refundable Nature:

- The accreditation fee is **non-refundable**, even if the institution withdraws its application or does not meet accreditation standards.

Purpose

- Ensures sufficient funding to **conduct a thorough and professional accreditation process**.
- Supports IABE in maintaining **high standards, quality assurance, and credibility** in accreditation.
- Demonstrates the institution's **commitment to quality theological education**.

Evaluation Criteria

IABE confirms that the accreditation fee has been:

1. **Paid in full** – Prior to commencement of the evaluation process
2. **Paid on time** – According to timelines specified by IABE
3. **Submitted via an accepted payment method** – Complying with IABE guidelines

8.4 Renewal Fee

The **Renewal Fee** is a mandatory payment required from accredited institutions seeking to **renew their accreditation** with the International Association for Biblical Education (IABE). This fee covers the administrative and evaluation costs associated with the **re-accreditation process**, including review of updated documentation, self-study reports, and any site visits.

Key Details

1. **Purpose of the Renewal Fee:**

- Supports the **review and evaluation of institutional progress** since the previous accreditation cycle.
- Covers administrative costs for **document verification, evaluation reports, and Accreditation Committee deliberations**.
- Ensures that the renewal process is conducted **professionally, fairly, and efficiently**.

2. **Payment Timeline:**

- The renewal fee must be submitted **at the time of submission of the Renewal Application Form**, prior to the start of the renewal evaluation process.
- Late payment may result in **delays in processing the renewal** and may impact the continuity of accreditation status.

3. **Amount:**

- The **specific amount** is outlined in the current IABE Fee Schedule.
- Institutions should refer to the fee schedule or contact IABE for the most up-to-date information.

4. **Payment Methods:**

- Accepted payment methods include **bank transfer, online payment, or cheque**, as specified by IABE.
- Institutions are responsible for any **bank or transaction fees** incurred.

5. **Non-Refundable Nature:**

- The renewal fee is **non-refundable**, even if the institution does not successfully renew its accreditation.

Purpose

- Ensures that **sufficient resources are available** to conduct a thorough and fair renewal evaluation.
- Supports IABE in **maintaining the credibility and integrity** of its accreditation process.
- Encourages institutions to **plan and prepare for timely renewal**.

Evaluation Criteria

IABE confirms that the renewal fee has been:

1. **Paid in full** – Before the renewal evaluation begins
2. **Paid on time** – According to IABE deadlines

3. **Submitted via an accepted payment method** – Complying with IABE guidelines

8.5 Late Fees and Penalties

The International Association for Biblical Education (IABE) requires all accredited institutions to **submit fees on time** for applications, annual membership, accreditation, and renewal. Failure to pay fees within the stipulated timeline may result in **late fees and penalties** to ensure accountability and timely compliance with IABE procedures.

Key Details

1. Scope of Late Fees and Penalties:

- Late fees apply to **Application Fees, Annual Membership Fees, Accreditation Fees, and Renewal Fees**.
- Penalties may include additional charges, temporary suspension of accreditation privileges, or delayed processing of applications or renewals.

2. Payment Timeline and Grace Period:

- Institutions are expected to pay all fees **within the deadlines specified in the IABE Fee Schedule**.
- A **grace period of 30 days** may be allowed for late payment, after which penalties will be applied.

3. Penalty Structure:

- **Late Fee:** A fixed percentage or amount as specified by IABE will be added to the original fee.
- **Processing Delay:** Applications, renewal requests, or accreditation evaluations may be **suspended until full payment is received**.
- **Suspension of Accreditation Privileges:** Persistent delay in payment may result in temporary suspension of the institution's accredited status, removal from IABE directories, or withholding of accreditation certificates until fees are settled.

4. Reinstatement After Penalty:

- Institutions must **pay all outstanding fees and penalties** to reinstate full accreditation privileges.
- IABE may require confirmation of compliance before reinstatement.

Purpose

- Encourages institutions to **adhere to deadlines and maintain financial accountability**.
- Ensures the **timely processing of applications, renewals, and accreditation evaluations**.
- Supports the **financial sustainability** of IABE's operations and accreditation activities.
- Maintains the **integrity and credibility** of the accreditation process by enforcing compliance.

Evaluation Criteria

IABE monitors compliance with late fee and penalty guidelines based on:

1. **Timely Payment** – Whether fees are paid within the specified deadlines
2. **Payment of Penalties** – Settlement of any late fees or additional charges incurred
3. **Compliance with Reinstatement Procedures** – Confirmation of full payment to restore accreditation privileges
4. **Adherence to IABE Fee Policies** – Observance of all fee-related rules and timelines

9. Institutional Responsibilities

Accredited institutions bear the responsibility of **maintaining compliance with IABE standards** and ensuring that their operations, programs, and public representation consistently reflect the principles of biblical and theological education. These responsibilities are critical for sustaining accreditation and upholding the credibility of the institution and the International Association for Biblical Education (IABE).

9.1 Maintaining Compliance

Accredited institutions are required to **maintain full compliance with all IABE accreditation standards, policies, and procedures** throughout the accreditation period. Maintaining compliance ensures that the institution continues to deliver high-quality biblical and theological education, upholds ethical and doctrinal integrity, and remains in good standing with IABE.

Key Responsibilities

1. Adherence to Standards:

Institutions must continuously meet all standards outlined in **Section 5: Accreditation Standards**, including governance, academic programs,

faculty qualifications, facilities, financial stability, ethical conduct, and quality assurance.

2. Implementation of Recommendations:

- Institutions are expected to **act upon recommendations or corrective actions** identified during the accreditation evaluation, annual reporting, or re-evaluation processes.

3. Reporting Changes:

- Significant changes in governance, administration, academic programs, faculty, financial status, facilities, or Statement of Faith must be **reported promptly to IABE** (see Section 9.4).

4. Regular Monitoring:

- Institutions must participate in **annual reporting**, periodic reviews, and any additional monitoring activities required by IABE (see Section 10).

5. Compliance with Ethical and Doctrinal Guidelines:

- Institutions must uphold **ethical practices, doctrinal integrity, and adherence to their Statement of Faith**, ensuring alignment with IABE's principles and mission.

Purpose

- Ensures that institutions continue to provide **quality theological education** in alignment with IABE standards.
- Promotes **accountability, transparency, and continuous improvement**.
- Protects the **credibility and reputation** of both the institution and IABE.
- Facilitates the **ongoing trust of students, faculty, churches, and stakeholders** in the accredited institution.

Evaluation Criteria

IABE evaluates institutional compliance based on:

1. **Continuous Standards Adherence** – Evidence of ongoing compliance with accreditation standards
2. **Timely Implementation of Recommendations** – Actions taken to address prior evaluations or corrective measures

3. **Accurate Reporting** – Submission of required reports and notifications in a timely manner
4. **Ethical and Doctrinal Integrity** – Maintenance of policies, practices, and Statement of Faith consistent with accreditation requirements
5. **Responsiveness to IABE Oversight** – Cooperation with monitoring, evaluations, and requests for information

9.2 Use of IABE Name and Logo

Accredited institutions are granted the privilege to use the **name, logo, and accreditation seal of the International Association for Biblical Education (IABE)** in official publications, communications, and promotional materials. Proper use of the IABE name and logo reflects the institution's accredited status and commitment to excellence in biblical and theological education.

Guidelines for Use

1. Official Recognition:

- The IABE name, logo, and accreditation seal may only be used to **indicate current accreditation status**.
- Use of the IABE logo implies that the institution **meets IABE standards and has been formally accredited**.

2. Permitted Uses:

Institutions may use the IABE name and logo for:

- Official **institutional websites** and digital communications
- Promotional **brochures, newsletters, and advertisements**
- Academic **certificates, diplomas, and transcripts** for accredited programs
- Public communications announcing or celebrating accreditation

3. Prohibited Uses:

- The IABE name or logo **cannot be used to imply accreditation of unaccredited programs** or associated institutions.
- Alteration, distortion, or misuse of the IABE logo is strictly prohibited.
- Use of the IABE name or logo for commercial purposes unrelated to accreditation is **not allowed**.

4. Approval for New Materials:

- Institutions must **seek approval from IABE** before using the logo in new promotional materials or publications outside routine usage.
- Any material that misrepresents accreditation status may result in **revocation of the privilege to use the logo**.

5. Duration of Use:

- Permission to use the IABE name and logo is valid **only during the period of active accreditation**.
- Institutions must **cease use** immediately if accreditation is suspended, revoked, or expires.

Purpose

- Protects the **integrity, credibility, and reputation** of IABE and its accreditation.
- Ensures that **accreditation status is represented accurately** to students, churches, donors, and the public.
- Provides institutions with a **formal symbol of quality and recognition** for their accredited status.
- Encourages institutions to **maintain compliance** with standards to retain the privilege of use.

Evaluation Criteria

IABE monitors proper use of its name and logo based on:

1. **Accuracy** – Correct representation of accreditation status
2. **Authorization** – Use approved by IABE for the intended purpose
3. **Integrity** – Logo and name not altered, distorted, or misused
4. **Compliance** – Ceasing use if accreditation is suspended, revoked, or expired
5. **Transparency** – Clear indication that only accredited programs or institutions are recognized

9.3 Public Representation of Accreditation Status

Accredited institutions are responsible for **accurately representing their IABE accreditation status** in all public communications, promotional materials, and interactions with students, churches, donors, and the general public. Misrepresentation of accreditation can compromise the credibility of both the institution and IABE.

Guidelines for Public Representation

1. Accurate Statement of Status:

- Institutions must clearly indicate that accreditation applies **only to programs, campuses, or locations explicitly recognized by IABE**.
- All public statements should reflect the **current accreditation status**, including start and expiry dates, if applicable.

2. Permitted Channels for Public Representation:

- Official **institutional websites** and social media accounts
- Printed and digital **brochures, catalogs, and newsletters**
- Announcements of accreditation **awards, certificates, or achievements**
- Communications with students, alumni, churches, and partners

3. Prohibited Practices:

- Claiming accreditation for **unaccredited programs or campuses**
- Suggesting a higher level of accreditation than granted by IABE
- Misleading statements implying **endorsement of non-biblical programs** or services
- Use of the IABE logo without **permission or outside the scope of accredited programs**

4. Responsibility of Institutional Leadership:

- The institution's leadership is accountable for ensuring that all public communications **adhere to IABE standards**.
- Institutions must **monitor and correct any inaccurate statements** regarding accreditation immediately.

5. Consequences of Misrepresentation:

- Misrepresentation may result in:
 - Issuance of a **warning or corrective action notice**
 - Temporary **suspension of accreditation privileges**
 - Revocation of accreditation in severe cases

Purpose

- Protects the **integrity and credibility** of both IABE and accredited institutions.

- Ensures that students, churches, donors, and the public receive **accurate information** about accredited programs.
- Promotes **transparency, accountability, and trust** in the field of biblical and theological education.
- Encourages institutions to **maintain compliance** with ethical and accreditation standards.

Evaluation Criteria

IABE evaluates public representation based on:

1. **Accuracy of Statements** – Current, verifiable accreditation status
2. **Scope of Accreditation** – Correct identification of accredited programs, campuses, or locations
3. **Transparency** – Clear, honest, and unambiguous public communication
4. **Compliance** – Adherence to IABE logo and name usage guidelines
5. **Responsiveness** – Prompt correction of any misrepresentation or inaccuracies

9.4 Reporting Institutional Changes

Accredited institutions are required to **promptly report any significant changes** in governance, leadership, programs, or operational structure to the International Association for Biblical Education (IABE). Timely reporting ensures that IABE can maintain accurate records, assess ongoing compliance, and provide appropriate guidance where necessary.

Key Reporting Requirements

1. Changes in Leadership:

- Appointment, resignation, or replacement of **senior leadership**, including the President, Principal, Academic Dean, or Board Members.
- Any change must be reported **within 30 days** of the effective date.

2. Changes in Governance or Administration:

- Revisions to the **governing board, constitution, bylaws, or administrative structure**.
- Any structural change affecting decision-making or institutional policies must be reported promptly.

3. Changes in Academic Programs:

- Introduction of **new programs, degrees, or courses**.

- Discontinuation or substantial modification of existing programs.
- Any change affecting program delivery, curriculum, or academic standards.

4. Changes in Institutional Operations:

- Relocation of campuses or learning centers
- Significant modifications to **facilities, library resources, or infrastructure**
- Alterations in faculty composition, staffing, or financial status that impact operations

5. Reporting Procedures:

- Institutions must submit a **formal written notification** to IABE, including supporting documentation and effective dates of changes.
- Certain changes may require **IABE approval or review** before implementation.

Purpose

- Ensures **accuracy of institutional records** maintained by IABE.
- Allows IABE to **assess the impact of changes** on accreditation status and standards compliance.
- Maintains **transparency and accountability** in institutional operations.
- Protects the **credibility of both the institution and IABE** in the eyes of students, churches, and stakeholders.

Evaluation Criteria

IABE evaluates institutional reporting based on:

1. **Timeliness** – Changes reported within the prescribed timeframe
2. **Completeness** – Submission of all relevant details and supporting documents
3. **Accuracy** – Information is factual, verified, and approved by the governing authority
4. **Compliance** – Adherence to IABE policies regarding reporting and approval
5. **Impact Assessment** – Evaluation of whether reported changes affect accreditation status or standards compliance

9.5 Student Information Reporting

Accredited institutions are required to **maintain accurate student records** and submit relevant information to the International Association for Biblical Education

(IABE) as part of ongoing accreditation compliance. Proper reporting ensures transparency, accountability, and supports IABE’s monitoring and quality assurance processes.

Key Reporting Requirements

1. Annual Student Reports:

- Institutions must submit an **annual student report** detailing:
 - Total student enrollment by program and level
 - New admissions and graduation statistics
 - Retention and attrition rates
 - Student demographics (gender, age, region, etc.)

2. Academic Records and Achievements:

- Institutions should maintain records of **academic performance, awards, and honors** for all students.
- Significant student achievements that reflect program quality may be included in the report.

3. Student Complaints and Disciplinary Actions:

- Institutions must report any **serious complaints, disciplinary actions, or grievances** that could impact accreditation or ethical standards.

4. Changes in Enrollment Trends:

- Significant fluctuations in enrollment numbers or program demand should be communicated promptly, along with institutional strategies to address them.

5. Reporting Format and Submission:

- Reports must be submitted using the **IABE Student Information Form** (Appendix C) or other formats as specified by IABE.
- Data must be **accurate, complete, and approved by the institution’s academic administration** before submission.

Purpose

- Ensures **accurate monitoring of student enrollment and academic outcomes**.
- Provides IABE with the **data necessary for quality assurance and evaluation**.

- Supports the **institution's accountability** to students, churches, and other stakeholders.
- Helps identify **trends, areas of improvement, and potential concerns** for institutional development.

Evaluation Criteria

IABE evaluates student information reporting based on:

1. **Timeliness** – Submission within the annual reporting period
2. **Completeness** – Inclusion of all required data and supporting documentation
3. **Accuracy** – Verified, factual, and approved student information
4. **Compliance** – Adherence to IABE reporting standards and formats
5. **Transparency** – Clear reporting of trends, achievements, and issues impacting students

10. Monitoring and Compliance

10.1 Annual Institutional Report

The **Annual Institutional Report** is a mandatory submission by accredited institutions to the International Association for Biblical Education (IABE). This report enables IABE to **monitor ongoing compliance with accreditation standards, track institutional progress, and support continuous improvement**.

Key Requirements

1. Submission Timeline:

- The Annual Institutional Report must be submitted **within 30 days** after the end of the institution's fiscal or academic year.
- Late submissions may result in **administrative follow-up or penalties** (see Section 8.5).

2. Contents of the Annual Report:

Institutions are required to provide updates on the following areas:

- **Governance and Administration:** Changes in leadership, board composition, or administrative structure.
- **Academic Programs and Curriculum:** Updates, additions, or discontinuation of programs and courses.
- **Faculty and Staff:** Appointments, departures, qualifications, and professional development activities.

- **Student Enrollment and Outcomes:** Enrollment numbers, retention, graduation rates, and notable achievements.
- **Facilities and Learning Resources:** Updates to classrooms, libraries, laboratories, and other infrastructure.
- **Financial Stability:** Financial statements, budget summaries, and significant changes affecting operations.
- **Ethical and Doctrinal Compliance:** Adherence to the institution's Statement of Faith and codes of conduct.
- **Quality Assurance Activities:** Program evaluations, feedback mechanisms, and improvement initiatives.

3. Supporting Documentation:

- Institutions should attach relevant evidence, such as charts, official records, and verification documents, to substantiate updates.

4. Review Process:

- IABE staff and the Accreditation Committee review the report to ensure **compliance, accountability, and progress toward continuous improvement.**

Purpose

- Provides **continuous oversight** of accredited institutions.
- Ensures **compliance with IABE accreditation standards.**
- Supports **data-driven evaluation** and identification of areas needing improvement.
- Maintains transparency and accountability to **students, churches, and other stakeholders.**

Evaluation Criteria

IABE evaluates Annual Institutional Reports based on:

1. **Timeliness** – Submission within the specified reporting period
2. **Completeness** – Inclusion of all required information and updates
3. **Accuracy** – Verified, factual, and approved data
4. **Compliance** – Alignment with IABE accreditation standards and prior recommendations
5. **Evidence of Continuous Improvement** – Demonstration of progress, corrective actions, and quality enhancement

10.2 Compliance Review

The **Compliance Review** is a systematic process conducted by the International Association for Biblical Education (IABE) to ensure that accredited institutions **continue to meet all accreditation standards** throughout the accreditation term. This review helps identify potential gaps, ensures accountability, and promotes continuous improvement.

Key Components

1. Scope of Compliance Review:

- Governance and Administration
- Academic Programs and Curriculum
- Faculty and Academic Leadership
- Student Admission, Records, and Outcomes
- Library and Learning Resources
- Facilities and Infrastructure
- Financial Stability and Integrity
- Ethical and Doctrinal Integrity
- Quality Assurance and Continuous Improvement

2. Triggers for Review:

- Annual Institutional Reports (see Section 10.1)
- Changes in institutional leadership, programs, or governance (see Section 9.4)
- Complaints, grievances, or reports of non-compliance
- Random or periodic audits conducted by IABE

3. Process of Compliance Review:

- **Documentation Review:** IABE examines submitted reports, financial statements, program updates, and other institutional documentation.
- **Verification:** Selected information may be verified through site visits, interviews, or third-party assessments.
- **Evaluation:** The review team assesses the institution's adherence to all accreditation standards and prior recommendations.
- **Report Generation:** A Compliance Review Report is prepared, detailing findings, commendations, and areas requiring attention.

4. Follow-Up Actions:

- Institutions may be asked to **submit additional documentation or clarification**.
- Corrective actions may be recommended for areas of non-compliance (see Section 10.3).
- Continued monitoring may be scheduled based on the severity or nature of findings.

Purpose

- Ensures that institutions **maintain compliance** with IABE accreditation standards.
- Promotes **early identification of potential issues** and preventive action.
- Supports **continuous institutional improvement** and quality assurance.
- Maintains the **integrity and credibility** of the accreditation process.

Evaluation Criteria

IABE evaluates compliance based on:

1. **Adherence to Accreditation Standards** – Evidence that all standards are being met consistently
2. **Implementation of Recommendations** – Progress on corrective actions from prior evaluations
3. **Accuracy and Transparency of Reporting** – Timely and truthful documentation
4. **Institutional Accountability** – Responsiveness to IABE monitoring and follow-up requests
5. **Quality Assurance Practices** – Demonstrated commitment to ongoing improvement and institutional effectiveness

10.3 Corrective Action Procedures

The International Association for Biblical Education (IABE) requires accredited institutions to **address areas of non-compliance or deficiencies** identified during evaluations, annual reporting, or compliance reviews. The **Corrective Action Procedures** ensure that institutions take timely and effective steps to maintain accreditation standards and promote continuous improvement.

Key Steps in Corrective Action

1. **Identification of Issues:**

- Non-compliance or areas requiring improvement may be identified through:
 - Annual Institutional Reports (Section 10.1)
 - Compliance Reviews (Section 10.2)
 - Site visits or evaluation team reports
 - Complaints or grievances received by IABE

2. Notification to the Institution:

- IABE formally notifies the institution of the **specific deficiencies**, including supporting evidence and the relevant accreditation standards affected.
- The notification includes a **timeline for corrective action** and instructions for submitting a response.

3. Development of Corrective Action Plan:

- The institution is required to submit a **Corrective Action Plan (CAP)** outlining:
 - Actions to address each identified deficiency
 - Responsible personnel or departments
 - Target dates for completion
 - Measures for monitoring and evaluating effectiveness

4. Implementation of Corrective Actions:

- The institution implements the CAP in accordance with the agreed timeline.
- Progress should be **documented and communicated** to IABE as required.

5. Follow-Up Review:

- IABE reviews the implementation of corrective actions through:
 - Updated reports
 - Verification of evidence
 - Additional site visits or meetings if necessary

6. Resolution:

- Once IABE determines that corrective actions have been satisfactorily implemented, the institution is considered **in full compliance**.

- Failure to implement corrective actions may lead to further measures, including **conditional accreditation, suspension, or withdrawal** (see Section 10.4).

Purpose

- Ensures that institutions **address deficiencies promptly and effectively**.
- Supports **continuous improvement and institutional development**.
- Maintains the **integrity, credibility, and quality** of IABE accreditation.
- Provides a structured framework for **accountability and compliance**.

Evaluation Criteria

IABE evaluates corrective actions based on:

1. **Timeliness** – Corrective Action Plan submitted and implemented within the specified timeline
2. **Effectiveness** – Actions adequately address the identified deficiencies
3. **Documentation** – Evidence of implementation and monitoring
4. **Compliance** – Alignment with IABE accreditation standards and recommendations
5. **Sustainability** – Measures taken to prevent recurrence of deficiencies

10.4 Suspension or Withdrawal of Accreditation

The International Association for Biblical Education (IABE) reserves the right to **suspend or withdraw accreditation** from institutions that fail to maintain compliance with accreditation standards, do not address corrective actions, or engage in unethical, doctrinally inconsistent, or fraudulent practices. These measures ensure that the **integrity and credibility of IABE accreditation** are preserved.

Circumstances for Suspension or Withdrawal

1. Non-Compliance:

- Failure to meet accreditation standards consistently despite corrective action procedures.

2. Failure to Implement Corrective Actions:

- Institutions that do not satisfactorily complete a Corrective Action Plan (Section 10.3) within the specified timeline.

3. Ethical or Doctrinal Violations:

- Breaches of ethical conduct, financial integrity, or doctrinal consistency as outlined in Sections 5.7 and 5.8.

4. Misrepresentation:

- Misuse of IABE name, logo, or accreditation status in public communications (Sections 9.2 and 9.3).

5. Failure to Report Significant Changes:

- Non-reporting of changes in leadership, programs, or operations that materially affect accreditation compliance (Section 9.4).

Suspension Procedures

1. Notification:

- IABE formally notifies the institution of the **reasons for suspension**, the duration, and any required corrective measures.

2. Duration:

- Suspension is temporary and allows the institution **time to address compliance issues**.
- Specific conditions and timelines are provided in the suspension notice.

3. Restrictions During Suspension:

- The institution **cannot claim active accreditation** during suspension.
- Use of the IABE name, logo, or seal is **prohibited** until compliance is restored.

Withdrawal Procedures

1. Notification:

- Institutions facing withdrawal are formally notified of the **decision, reasons, and effective date**.

2. Appeal Rights:

- Institutions may **appeal the decision** following the IABE Appeals Policy (Section 11.1).

3. Post-Withdrawal Obligations:

- The institution must **cease all use of IABE name, logo, and accreditation references** immediately.
- Records of accreditation and status will be updated in the IABE directory to reflect the withdrawal.

Purpose

- Protects the **reputation and credibility** of IABE and its accreditation process.
- Encourages institutions to **maintain high standards, ethical practices, and compliance**.
- Provides a **clear and fair process** for addressing serious violations or persistent non-compliance.
- Ensures that students, churches, and stakeholders have **accurate information** about institutional accreditation status.

Evaluation Criteria

IABE evaluates suspension or withdrawal based on:

1. **Severity of Non-Compliance** – Nature and impact of deficiencies or violations
2. **Response to Corrective Actions** – Timeliness and effectiveness in addressing prior recommendations
3. **Ethical and Doctrinal Integrity** – Adherence to IABE's standards of conduct and faith
4. **Transparency and Accountability** – Communication and reporting throughout the process
5. **Compliance with Appeal Procedures** – Fair consideration of institutional responses before final decision

11. Appeals and Complaints

11.1 Institutional Appeal Process

The **Institutional Appeal Process** provides **Accredited Institutions and institutions holding Candidate Status** with a formal mechanism to challenge eligible decisions made by the **International Association for Biblical Education (IABE)** concerning accreditation, suspension, withdrawal, non-compliance findings, or corrective action requirements.

The appeal process is intended to ensure that accreditation decisions are **fair, transparent, consistent, and based on accurate information and established procedures.**

Eligibility to Appeal

An institution may submit an appeal concerning:

- Denial of accreditation
- Suspension of accreditation
- Withdrawal of accreditation
- Significant findings of non-compliance
- Corrective action requirements that materially affect the institution's accreditation status
- Procedural errors or material factual inaccuracies that may have affected the decision

Appeals must be submitted **in writing within thirty (30) days** of the institution's receipt of the official IABE decision notice.

Steps in the Appeal Process

1. Submission of Appeal

The institution must submit a written appeal clearly stating:

- The specific decision being appealed
- The grounds for the appeal, including alleged factual inaccuracies, procedural errors, or relevant mitigating circumstances
- The supporting evidence and documentation upon which the appeal is based

2. Acknowledgment of Appeal

IABE acknowledges receipt of the appeal and refers the matter to the **Appeals Review Committee** for consideration.

3. Review by the Appeals Review Committee

The Appeals Review Committee reviews the appeal, examines the relevant records and supporting documentation, and may request additional information or clarification from the institution.

When deemed necessary, the Committee may conduct a hearing or meeting with representatives of the institution to obtain additional information or clarification.

4. **Decision on Appeal**

Following its review, the Appeals Review Committee issues a written decision. The Committee may:

- Uphold the original decision
- Modify the original decision
- Remand the matter for further review or re-evaluation
- Require or recommend appropriate corrective action

5. **Finality of Decision**

The decision of the **Appeals Review Committee** shall be considered **final and binding within IABE**, unless IABE policy provides for an additional level of review.

The institution is required to comply with the final decision and complete any actions or corrective measures specified by IABE.

Purpose

The Institutional Appeal Process:

- Ensures **fairness and due process** within the accreditation system
- Provides institutions with a formal mechanism to challenge eligible decisions or correct material errors
- Protects the **integrity, consistency, and credibility** of the IABE accreditation process
- Promotes **transparency, accountability, and trust** between IABE and its member institutions
- Provides an appropriate mechanism for the reconsideration of decisions when justified by evidence or procedural concerns

Evaluation Criteria

IABE evaluates appeals based on the following criteria:

1. **Timeliness** – The appeal is submitted within the designated thirty (30)-day period.
2. **Completeness** – The appeal includes a clear explanation of the matter, stated grounds for appeal, and relevant supporting documentation.

3. **Clarity** – The appeal clearly identifies the decision being challenged and the specific grounds upon which the appeal is based.
4. **Procedural Compliance** – The appeal follows applicable IABE policies, procedures, and submission requirements.
5. **Evidence and Substantiation** – The institution provides relevant evidence supporting its claims of factual error, procedural irregularity, or other legitimate grounds for reconsideration.
6. **Responsiveness** – The institution cooperates with reasonable requests for additional information, documentation, clarification, or participation in a hearing or meeting.

11.2 Complaint Policy

The International Association for Biblical Education (IABE) maintains a **formal Complaint Policy** to ensure that concerns regarding accredited institutions are addressed in a fair, transparent, and timely manner. This policy provides a structured process for receiving, reviewing, and resolving complaints that relate to accreditation standards and institutional compliance.

Scope of the Complaint Policy

The Complaint Policy applies to complaints concerning:

- Alleged **non-compliance with IABE accreditation standards**
- Ethical violations or misconduct
- Misrepresentation of accreditation status
- Failure to maintain academic or doctrinal integrity
- Serious institutional practices that may affect students, faculty, or stakeholders

This policy does **not** replace institutional grievance procedures. Complainants are encouraged to first seek resolution through the institution's internal complaint process before submitting a complaint to IABE.

Who May File a Complaint

Complaints may be submitted by:

- Students or former students
- Faculty or staff members
- Church leaders or ministry partners
- Donors or stakeholders
- Members of the public

Complaint Submission Requirements

To be considered, a complaint must:

1. Be submitted **in writing** to IABE.
2. Clearly identify the institution involved.
3. Provide a detailed description of the issue, including relevant dates and facts.
4. Include supporting documentation or evidence where possible.
5. Indicate whether the institution's internal grievance process has been followed.

Anonymous complaints may be reviewed at IABE's discretion but may limit the ability to investigate fully.

Complaint Review Process

1. Acknowledgment:

- IABE acknowledges receipt of the complaint within a reasonable timeframe.

2. Preliminary Review:

- IABE determines whether the complaint falls within its jurisdiction and relates to accreditation standards.

3. Notification to Institution:

- If applicable, the institution is notified and given an opportunity to respond in writing.

4. Investigation:

- IABE may review documents, request additional information, or conduct further inquiry as necessary.

5. Resolution:

- IABE may determine that:
 - No action is required
 - The institution must take corrective action (see Section 10.3)
 - Further monitoring, compliance review, or disciplinary measures are warranted

Confidentiality

- IABE handles complaints with **professional discretion and confidentiality**, consistent with legal and ethical obligations.
- Information is shared only with relevant parties necessary for investigation and resolution.

Purpose

- Protects students, churches, and stakeholders from potential institutional misconduct.
- Ensures that accredited institutions maintain **ethical, academic, and doctrinal integrity**.
- Strengthens accountability within the accreditation system.
- Maintains public confidence in IABE accreditation.

Evaluation Criteria

IABE evaluates complaints based on:

1. **Relevance** – Whether the complaint relates to accreditation standards
2. **Credibility** – Availability of supporting evidence and documentation
3. **Severity** – Potential impact on students or institutional integrity
4. **Institutional Response** – Cooperation and corrective measures taken
5. **Compliance Outcome** – Determination of whether standards have been violated

11.3 Review Committee Procedures

The International Association for Biblical Education (IABE) establishes Review Committees to ensure that appeals, complaints, compliance matters, and accreditation decisions are handled in a **fair, impartial, and transparent manner**. The Review Committee operates independently and upholds the integrity of the accreditation process.

Composition of the Review Committee

1. The Review Committee shall consist of:
 - Senior academic or ministry leaders
 - Individuals experienced in accreditation and theological education
 - Members who are independent of the case under review

2. Members must:
 - Disclose any **conflict of interest** prior to participation
 - Recuse themselves if impartiality may be compromised
3. The committee is appointed by the IABE Executive Authority in accordance with established policies.

Scope of Review

The Review Committee may evaluate:

- Institutional appeals (Section 11.1)
- Formal complaints (Section 11.2)
- Findings from compliance reviews (Section 10.2)
- Corrective action implementation (Section 10.3)
- Suspension or withdrawal decisions (Section 10.4)

Review Procedures

1. Case Assignment:

- Upon receipt of an appeal or complaint, the matter is formally assigned to the Review Committee.

2. Document Examination:

- The committee reviews all relevant documentation, including institutional reports, correspondence, evidence, and previous findings.

3. Request for Additional Information:

- The committee may request clarification, additional documents, or written responses from involved parties.

4. Hearing (If Required):

- In certain cases, the committee may conduct a formal hearing—virtually or in person—to allow institutional representatives to present their position.

5. Deliberation:

- The committee deliberates privately to ensure unbiased discussion and decision-making.

6. Decision and Recommendation:

- A written decision is prepared, which may:
 - Uphold the original decision
 - Modify or reverse the decision
 - Recommend corrective action
 - Recommend suspension or withdrawal where justified

7. Communication of Outcome:

- The final decision is communicated in writing to the institution or complainant within a reasonable timeframe.

Decision-Making Standards

The Review Committee bases its decisions on:

- Evidence presented
- Compliance with IABE accreditation standards
- Consistency with established policies and procedures
- Principles of fairness, due process, and transparency

Confidentiality and Record Keeping

- All proceedings are conducted with strict confidentiality.
- Official records of the review process are securely maintained by IABE.
- Decisions are documented to ensure transparency and accountability.

Purpose

- Ensures **due process and procedural fairness** in accreditation matters.
- Protects the **credibility and integrity** of IABE accreditation decisions.
- Provides an impartial mechanism for resolving disputes and concerns.
- Promotes accountability and trust within the accreditation system.

12. Ethical Standards and Integrity

12.1 Academic Integrity

The International Association for Biblical Education (IABE) requires all accredited institutions to uphold the highest standards of **academic integrity, honesty, and ethical scholarship**. Academic integrity is foundational to the credibility of theological education and the faithful preparation of Christian leaders for ministry.

Definition of Academic Integrity

Academic integrity refers to the commitment of institutions, faculty, and students to:

- Truthfulness in teaching, learning, and research
- Honesty in academic work and assessment
- Proper acknowledgment of sources and intellectual contributions
- Ethical conduct in scholarship and ministry preparation

Institutional Responsibilities

Accredited institutions must establish and enforce clear policies addressing:

1. Plagiarism:

- Prohibition of presenting another person's work, ideas, or words as one's own without proper citation.

2. Cheating and Academic Misconduct:

- Prevention of dishonest practices in examinations, assignments, research, or grading.

3. Fabrication and Falsification:

- Prohibition of falsifying research data, academic records, transcripts, or institutional documentation.

4. Proper Citation and Research Ethics:

- Training students and faculty in responsible research methods, citation standards, and ethical scholarship.

5. Integrity in Assessment:

- Ensuring fair, transparent, and consistent grading practices.

6. Faculty Accountability:

- Faculty must model academic honesty, maintain professional ethics, and avoid conflicts of interest.

Student and Faculty Awareness

Institutions must:

- Publish academic integrity policies in student Manuals and faculty manuals.
- Provide orientation or training sessions on ethical academic conduct.
- Establish clear disciplinary procedures for violations.

Consequences of Violations

Institutions must implement appropriate disciplinary measures, which may include:

- Written warnings
- Academic probation
- Course failure
- Suspension or expulsion (for students)
- Disciplinary action or termination (for faculty)

Serious or systemic violations may be subject to review by IABE under compliance procedures (Section 10).

Purpose

- Protects the **credibility of academic qualifications** awarded by accredited institutions.
- Ensures the preparation of Christian leaders with **integrity and moral responsibility**.
- Upholds trust among students, churches, and ministry partners.
- Maintains the reputation and standards of IABE accreditation.

Evaluation Criteria

IABE evaluates academic integrity based on:

1. **Existence of Written Policies** – Clear, published academic integrity guidelines
2. **Implementation** – Evidence that policies are actively enforced
3. **Training and Awareness** – Orientation and instruction on ethical scholarship
4. **Disciplinary Procedures** – Fair and consistent handling of violations
5. **Institutional Culture** – Demonstrated commitment to truthfulness and ethical conduct

12.2 Doctrinal Consistency

The International Association for Biblical Education (IABE) requires accredited institutions to maintain **doctrinal consistency and theological integrity** in all aspects

of their educational mission. As institutions preparing Christian leaders for ministry, it is essential that teaching, governance, and institutional practices align with the institution's declared **Statement of Faith** and core theological commitments.

Definition of Doctrinal Consistency

Doctrinal consistency refers to the alignment between:

- The institution's **Statement of Faith**
- Curriculum and course content
- Faculty teaching and publications
- Institutional policies and public communications
- Ministry training objectives

This consistency ensures clarity of theological identity and protects students from doctrinal confusion or misrepresentation.

Institutional Responsibilities

Accredited institutions must:

1. Maintain a Written Statement of Faith:

- Clearly articulate foundational doctrinal beliefs.
- Ensure public availability through catalogs, websites, or official documents.

2. Align Curriculum with Doctrine:

- Academic programs and courses must reflect and support the institution's theological commitments.
- Significant doctrinal shifts must be reviewed and, where applicable, reported to IABE (see Section 9.4).

3. Faculty Agreement and Accountability:

- Faculty members should formally affirm alignment with the institution's Statement of Faith.
- Institutions must address substantial doctrinal deviations through established review procedures.

4. Integrity in Public Representation:

- Promotional materials, publications, and ministry partnerships must accurately reflect the institution's theological position.

5. Responsible Theological Dialogue:

- Institutions may engage in scholarly theological discussion while maintaining fidelity to their declared doctrinal framework.

Handling Doctrinal Changes

If an institution makes substantial revisions to its Statement of Faith or theological position:

- The change must be formally documented and approved by the governing authority.
- IABE must be notified in writing within 30 days.
- IABE may conduct a review to determine continued compliance with accreditation standards.

Consequences of Doctrinal Inconsistency

Serious or sustained doctrinal inconsistency may result in:

- Request for clarification or corrective action
- Compliance review (Section 10.2)
- Conditional accreditation
- Suspension or withdrawal of accreditation (Section 10.4)

Purpose

- Preserves the **theological integrity** of accredited institutions.
- Ensures clarity and transparency for students, churches, and ministry partners.
- Protects the credibility of theological education under IABE accreditation.
- Encourages faithfulness to biblical and doctrinal commitments in Christian leadership formation.

Evaluation Criteria

IABE evaluates doctrinal consistency based on:

1. **Clarity of Statement of Faith** – Clearly articulated and publicly accessible doctrine
2. **Alignment of Curriculum** – Course content consistent with theological commitments
3. **Faculty Affirmation** – Evidence of doctrinal agreement among teaching staff
4. **Institutional Accountability** – Procedures for addressing doctrinal concerns
5. **Transparency in Changes** – Proper reporting and review of doctrinal revisions

12.3 Ethical Conduct

The International Association for Biblical Education (IABE) requires all accredited institutions to uphold the highest standards of **ethical conduct, moral responsibility, and professional integrity** in governance, administration, faculty service, and student life. Ethical conduct is essential to maintaining credibility, accountability, and Christian witness in theological education.

Principles of Ethical Conduct

Accredited institutions must operate according to the following principles:

1. **Honesty and Transparency:**

- Truthful representation of programs, accreditation status, finances, and institutional capabilities.
- Accurate communication with students, churches, donors, and stakeholders.

2. **Accountability and Responsibility:**

- Clear lines of authority and responsibility in governance and administration.
- Proper oversight of academic, financial, and operational activities.

3. **Respect and Non-Discrimination:**

- Fair and respectful treatment of students, faculty, staff, and ministry partners.
- Policies that prevent harassment, abuse, or exploitation.

4. **Professional Conduct:**

- Faculty and staff must demonstrate integrity in teaching, mentoring, counseling, and administration.
- Avoidance of conflicts of interest, favoritism, or unethical influence.

5. **Integrity in Leadership:**

- Leaders must model Christian character, humility, and ethical decision-making.
- Governance bodies must act in the best interest of the institution and its mission.

Institutional Responsibilities

Accredited institutions must:

- Establish a **written Code of Ethical Conduct** for board members, administrators, faculty, and staff.
- Provide procedures for reporting ethical concerns or misconduct.
- Investigate allegations of misconduct fairly and confidentially.
- Implement appropriate disciplinary actions where violations are confirmed.

Reporting Ethical Violations

Serious ethical violations that affect accreditation standards must be:

- Addressed promptly through institutional procedures.
- Reported to IABE if they materially impact governance, academic integrity, or institutional credibility (see Section 9.4 and Section 10).

Consequences of Ethical Violations

Failure to uphold ethical conduct may result in:

- Corrective action requirements
- Compliance review
- Conditional accreditation
- Suspension or withdrawal of accreditation (Section 10.4)

Purpose

- Safeguards the moral and professional integrity of accredited institutions.
- Protects students, faculty, and stakeholders from misconduct.
- Promotes accountability, fairness, and Christian witness in leadership.
- Maintains the credibility and reputation of IABE accreditation.

Evaluation Criteria

IABE evaluates ethical conduct based on:

1. **Existence of Ethical Policies** – Written codes and procedures in place
2. **Implementation** – Evidence that ethical standards are actively enforced
3. **Transparency** – Clear and honest communication in institutional operations
4. **Accountability Mechanisms** – Procedures for reporting and addressing misconduct
5. **Leadership Integrity** – Demonstrated ethical example from governing authorities

12.4 Anti-Fraud Policy

The International Association for Biblical Education (IABE) is committed to maintaining the **highest standards of integrity, transparency, and ethical conduct** in all accreditation activities. Fraudulent actions undermine the credibility of theological education and damage public trust. Therefore, IABE enforces a strict **Anti-Fraud Policy** applicable to accredited institutions, applicants, staff, evaluators, and affiliated representatives.

Definition of Fraud

For the purposes of this policy, fraud includes but is not limited to:

- Submission of **false or misleading information** in accreditation applications, reports, or documentation
- Fabrication or alteration of academic records, faculty credentials, financial statements, or enrollment data
- Misrepresentation of accreditation status
- Forgery of certificates, seals, or official documents
- Financial misconduct related to accreditation fees or institutional operations
- Intentional concealment of material information that affects accreditation decisions

Institutional Responsibilities

Accredited and applicant institutions must:

1. Provide **accurate, complete, and verifiable documentation** in all submissions to IABE.
2. Maintain transparent financial and academic records.
3. Ensure that all public representations of accreditation status are truthful.
4. Immediately report any discovered fraudulent activity within the institution that may affect accreditation.

Reporting Fraud

- Allegations of fraud may be submitted to IABE in writing with supporting evidence.
- Reports may come from institutional stakeholders, students, faculty, evaluators, or third parties.
- IABE will treat all reports **confidentially** and investigate them thoroughly.

Investigation Process

1. **Preliminary Review:**
IABE conducts an initial assessment to determine if the allegation has merit.
2. **Formal Investigation:**
If warranted, IABE may request documentation, conduct interviews, or initiate a special compliance review.
3. **Findings and Determination:**
A formal report is prepared outlining the findings and recommended actions.

Consequences of Fraud

If fraud is confirmed, IABE may impose one or more of the following actions:

- Written warning or formal reprimand
- Requirement of corrective action
- Financial penalties where applicable
- Suspension of accreditation
- Withdrawal or revocation of accreditation
- Public notification of disciplinary action

Severe or criminal matters may be referred to appropriate legal authorities where required by law.

Protection against Retaliation

IABE prohibits retaliation against individuals who, in good faith, report suspected fraud or cooperate in investigations.

Purpose

- Safeguards the **credibility and integrity** of the accreditation process.
- Protects students, churches, and stakeholders from deception.
- Promotes a culture of **honesty, accountability, and ethical responsibility**.
- Ensures that IABE accreditation remains a **trusted mark of quality in biblical and theological education**.

13. Certificates and Recognition

13.1 Accreditation Certificate Format

The **Accreditation Certificate** issued by the International Association for Biblical Education (IABE) serves as the official recognition that an institution has met the established accreditation standards. The certificate reflects the institution's

commitment to quality, integrity, and excellence in biblical and theological education.

Purpose of the Accreditation Certificate

The Accreditation Certificate:

- Officially confirms the institution's accredited status.
- Provides visible recognition for public display.
- Demonstrates compliance with IABE standards.
- Serves as formal documentation for students, churches, and stakeholders.

Standard Certificate Elements

The IABE Accreditation Certificate shall include the following components:

1. **Official Name and Logo of IABE**
2. **Full Legal Name of the Accredited Institution**
3. **Statement of Accreditation**, such as:

“This certifies that [Institution Name] has been duly evaluated and found to meet the accreditation standards of the International Association for Biblical Education (IABE).”

4. **Scope of Accreditation**, specifying programs, degree levels, or campuses covered.
5. **Effective Date of Accreditation**
6. **Expiration or Renewal Date**
7. **Certificate Number** (for official record tracking)
8. **Authorized Signatures**, including:
 - President and Executive Director

9. **Official Seal or Embossed Mark of IABE**

Format and Design Standards

- The certificate shall be issued on **official letterhead or security paper**.
- The layout must maintain professional design standards consistent with IABE branding guidelines.
- The IABE logo and seal must not be altered in size, proportion, or color.
- Digital certificates may be issued with secure verification features when applicable.

Validity and Display

- The certificate is valid only for the **specified accreditation period**.
- Institutions may publicly display the certificate at their main campus and use it for promotional purposes in accordance with Section 9.2.
- Expired, suspended, or withdrawn institutions must remove the certificate from public display.

Replacement and Verification

- Replacement certificates may be issued upon written request and payment of applicable fees.
- Third parties may verify accreditation status through official IABE communication channels.

Purpose of Standardization

Standardizing the Accreditation Certificate format:

- Ensures uniformity and credibility.
- Prevents misuse or unauthorized reproduction.
- Protects the integrity of IABE recognition.

13.2 Use of Accredited Seal

The **Accredited Seal** of the International Association for Biblical Education (IABE) is an official mark that signifies an institution's recognized accreditation status. The seal represents compliance with IABE standards and serves as a visible symbol of quality, integrity, and accountability in biblical and theological education.

Purpose of the Accredited Seal

The IABE Accredited Seal:

- Confirms the institution's active accreditation status.
- Enhances public confidence in the institution's academic and doctrinal standards.
- Provides a formal symbol for institutional publications and communications.
- Distinguishes accredited institutions from non-accredited entities.

Authorization for Use

1. Only institutions with **active accreditation status** may use the IABE Accredited Seal.

2. Use of the seal must comply with IABE branding and representation policies (see Section 9.2 and 9.3).
3. The seal may not be used by institutions under suspension, expired status, or withdrawal.

Permitted Uses

Accredited institutions may use the seal on:

- Official institutional websites
- Academic catalogs and brochures
- Official letterheads and communications
- Graduation programs and promotional materials
- Certificates and transcripts related to accredited programs

Prohibited Uses

The following are strictly prohibited:

- Use of the seal to imply accreditation of **non-approved programs or campuses**
- Alteration, distortion, or modification of the seal's design
- Use of the seal for commercial products unrelated to academic accreditation
- Continued use after accreditation has expired, been suspended, or withdrawn

Design and Format Standards

- The Accredited Seal must be used in its **official format** as provided by IABE.
- Color, proportion, and typography must not be altered.
- Digital versions must maintain clarity and resolution consistent with professional standards.

Monitoring and Enforcement

IABE reserves the right to:

- Review and monitor the proper use of the Accredited Seal.
- Require corrective action for misuse.
- Revoke authorization for use in cases of non-compliance.
- Initiate disciplinary action under Section 10.4 for serious violations.

Purpose of Regulation

Regulating the use of the Accredited Seal ensures:

- Protection of IABE's reputation and credibility.

- Accurate public representation of accreditation status.
- Consistent and professional branding among accredited institutions.

13.3 Verification of Status

The International Association for Biblical Education (IABE) provides an official **Verification of Status** process to confirm the current accreditation standing of institutions. This process ensures transparency, protects stakeholders, and maintains the credibility of IABE recognition.

Purpose of Verification

The Verification of Status process:

- Confirms whether an institution holds **active, conditional, suspended, expired, or withdrawn accreditation**.
- Assists students, churches, donors, and ministry partners in making informed decisions.
- Prevents misrepresentation or unauthorized claims of accreditation.
- Supports accountability and public trust in IABE accreditation.

Methods of Verification

Accreditation status may be verified through:

1. Official IABE Directory:

- A publicly accessible list of accredited institutions maintained by IABE.

2. Written Verification Letter:

- Upon formal request, IABE may issue a signed verification letter confirming accreditation status, effective dates, and scope.

3. Direct Communication:

- Verification may be confirmed through official email or written correspondence from the IABE office.

4. Certificate Number Confirmation:

- Third parties may confirm certificate authenticity by referencing the institution's official accreditation certificate number.

Information Included in Verification

Verification statements may include:

- Full legal name of the institution
- Accreditation status
- Effective date of accreditation
- Expiration or renewal date
- Scope of accredited programs or campuses
- Any special conditions or limitations (if applicable)

Request Procedures

- Verification requests must be submitted in writing to IABE.
- Requests should clearly identify the institution and purpose of verification.
- Processing timeframes and applicable fees (if any) will follow the IABE Fee Schedule.

Limitations

- IABE does not verify academic transcripts, grades, or student records.
- Verification applies only to accreditation status, not to institutional recognition by government authorities or other bodies.

Monitoring and Enforcement

If an institution is found to misrepresent its accreditation status:

- IABE may require immediate correction.
- Public clarification may be issued.
- Disciplinary action may be initiated under Section 10.4.

Purpose of Standardization

Standardizing the verification process ensures:

- Consistency and accuracy in public communications.
- Protection against fraudulent claims.
- Preservation of the integrity and reputation of IABE accreditation.

14. Definitions and Glossary

This section provides definitions of key terms used throughout the **Accreditation Manual of the International Association for Biblical Education (IABE)**. These definitions are intended to ensure clarity, consistency, and a shared understanding

among institutions, evaluators, IABE representatives, and other stakeholders involved in the accreditation process.

14.1 Accreditation

Accreditation is the formal recognition granted by IABE to an institution that has successfully demonstrated compliance with applicable IABE standards for academic quality, governance, biblical and theological integrity, institutional effectiveness, and ethical conduct.

14.2 Accredited Institution

An **Accredited Institution** is an educational institution that has successfully completed the IABE accreditation process and has been formally granted accreditation for a specified period in accordance with IABE policies and procedures.

14.3 Accreditation Cycle

The **Accreditation Cycle** is the defined period during which an institution holds IABE accredited status before undergoing the required comprehensive review for renewal of accreditation. IABE operates a **Five-Year Accreditation Cycle**, beginning on the date accreditation is formally granted.

14.4 Annual Institutional Report

The **Annual Institutional Report** is a required annual report submitted by an Accredited Institution to IABE providing information regarding institutional governance, academic programs, enrollment, faculty, finances, institutional developments, and ongoing compliance with applicable IABE standards.

14.5 Appeals Review Committee

The **Appeals Review Committee** is a designated committee authorized by IABE to review eligible institutional appeals concerning accreditation decisions and related matters in accordance with IABE policies and procedures.

14.6 Associate Member Institution

An **Associate Member Institution** is an educational institution that has been formally accepted into membership with IABE but has not yet been granted IABE accreditation. Associate Member Institutions are expected to maintain active membership and demonstrate ongoing institutional development and readiness to meet applicable IABE accreditation standards.

14.7 Candidate Status

Candidate Status is an accreditation-process status granted to an institution that has satisfied the applicable preliminary requirements and has been formally accepted to proceed with the detailed IABE accreditation evaluation process.

Candidate Status does **not** constitute a separate membership category of IABE and does not represent accreditation.

14.8 Compliance Review

A **Compliance Review** is a structured evaluation conducted by IABE to determine whether an Accredited Institution continues to comply with applicable accreditation standards, policies, requirements, and conditions.

14.9 Corrective Action Plan (CAP)

A **Corrective Action Plan (CAP)** is a formal plan submitted by an institution to IABE identifying deficiencies or areas of non-compliance and specifying the actions, responsibilities, timelines, and evidence required to address them.

14.10 Doctrinal Consistency

Doctrinal Consistency refers to the alignment of an institution's Statement of Faith, theological position, curriculum, faculty teaching, institutional mission, and educational practices with its stated biblical and theological commitments and applicable IABE requirements.

14.11 Ethical Conduct

Ethical Conduct refers to the standards of moral, professional, responsible, and transparent behavior expected of institutional leaders, governing bodies, faculty, staff, and other representatives of an institution.

14.12 Monitoring

Monitoring refers to the ongoing oversight activities conducted by IABE to assess an Accredited Institution's continued compliance and institutional development. Monitoring may include annual reports, compliance reviews, follow-up evaluations, documentation reviews, and other activities required by IABE.

14.13 Renewal of Accreditation

Renewal of Accreditation is the formal process through which an Accredited Institution undergoes comprehensive re-evaluation to determine whether its accreditation should be renewed for a subsequent accreditation cycle.

14.14 Scope of Accreditation

The **Scope of Accreditation** identifies the specific institutional programs, degree or award levels, campuses or locations, and instructional modalities that are included within the institutions officially recognized IABE accreditation.

14.15 Statement of Faith

A **Statement of Faith** is a written declaration of an institution's fundamental biblical and theological beliefs that serves as a foundation for its mission, doctrine, curriculum, educational practices, and institutional identity.

14.16 Suspension

Suspension is the temporary suspension of an institution's accredited status by IABE as a result of significant non-compliance, failure to satisfy required conditions, or other circumstances requiring corrective action or further review, in accordance with IABE policies and procedures.

14.17 Withdrawal of Accreditation

Withdrawal of Accreditation is the termination of an institution's IABE accredited status following sustained or serious non-compliance, failure to satisfy applicable requirements, ethical violations, or other grounds established by IABE policies and procedures.

14.18 Verification of Status

Verification of Status is the official process through which IABE confirms an institution's current membership or accreditation status to authorized third parties, institutions, organizations, or other stakeholders.

Appendices

15. Appendices

The Appendices section provides official forms, templates, and supporting documents required for accreditation application, reporting, compliance, and renewal processes.

Appendix A: Application Forms

This section contains the standardized forms required for institutions seeking accreditation with IABE.

A1. Institutional Accreditation Application Form

Section 1: Institutional Information

- Legal Name of Institution:
- Year Established:
- Legal Status (Incorporated/Non-Profit/Other):
- Registration Number:
- Country of Registration:
- Physical Address:
- Mailing Address (if different):
- Official Website:
- Institutional Email:
- Telephone Number:

Section 2: Leadership and Governance

- Name of President/Principal:
- Academic Head/Dean:
- Chairperson of Governing Board:
- Total Number of Governing Board Members:
- Governance Structure Description (attach document)

Section 3: Academic Programs

- List of Programs Offered
- Degree Levels (Certificate/Diploma/Bachelor/Master/Doctoral)
- Mode of Delivery (On-campus/Online/Hybrid)
- Language of Instruction
- Total Student Enrollment
- Total Faculty Members (Full-time/Part-time)

Section 4: Doctrinal and Mission Alignment

- Statement of Faith (attach copy)
- Mission and Vision Statements (attach copy)
- Denominational Affiliation (if any)

Section 5: Institutional Documents (Attach Copies)

- Legal Registration Certificate
- Constitution / Bylaws
- Academic Catalog or Prospectus
- Organizational Chart
- Faculty List with Qualifications
- Financial Statement (Latest Year)
- Quality Assurance Policy

Section 6: Declaration

I hereby certify that all information provided is accurate and complete to the best of my knowledge.

Name: _____

Title: _____

Signature: _____

Date: _____

Official Seal: _____

A2. Candidate Status Application Form (If Applicable)

For institutions that have satisfied the applicable preliminary requirements and are proceeding to **Candidate Status** within the IABE accreditation process.

Includes:

- Institutional Readiness Statement
- Five-Year Strategic Development Plan
- Self-Assessment Summary

A3. Annual Institutional Report Template

Required for all accredited institutions.

Includes sections for:

- Enrollment Data

- Faculty Updates
- Governance Changes
- Program Modifications
- Financial Overview
- Compliance Confirmation

A4. Accreditation Renewal Application Form

To be submitted six months before accreditation expiry.

Includes:

- Summary of Improvements Since Last Review
- Updated Institutional Data
- Self-Evaluation Report
- Supporting Documents

A5. Corrective Action Plan (CAP) Template

Used when deficiencies are identified.

Includes:

- Area of Non-Compliance
- Action Steps
- Responsible Person
- Timeline
- Evidence of Completion

Appendix Usage Policy

All forms must be:

- Completed in full
- Signed by authorized institutional officials
- Submitted electronically and in hard copy (if required)
- Accompanied by applicable fees

Incomplete applications may delay the accreditation process.

Appendix B: Self-Study Guidelines

The Self-Study is a comprehensive internal evaluation conducted by an institution applying for accreditation with the **International Association for Biblical Education (IABE)**.

The purpose of the Self-Study is to help the institution assess its effectiveness in fulfilling its mission, maintaining academic standards, and complying with the accreditation standards established by IABE.

The Self-Study process encourages institutional reflection, accountability, and continuous improvement.

B1. Purpose of the Self-Study

The Self-Study aims to:

- Evaluate the institution's compliance with IABE accreditation standards.
- Identify strengths and areas needing improvement.
- Promote institutional development and strategic planning.
- Provide accurate information for the accreditation evaluation process.

B2. Self-Study Committee

The institution should appoint a **Self-Study Committee** responsible for preparing the report.

The committee may include:

- Institutional Head or President
- Academic Dean
- Faculty Representatives
- Administrative Staff
- Quality Assurance Coordinator
- Governing Board Representative (if applicable)

The committee should ensure broad participation from different areas of the institution.

B3. Structure of the Self-Study Report

The Self-Study Report should normally include the following sections:

1. Institutional Profile

- History and background
- Mission and vision
- Governance structure

2. Academic Programs

- Program descriptions
- Curriculum structure
- Academic policies

3. Faculty and Academic Leadership

- Faculty qualifications
- Faculty development activities
- Teaching effectiveness

4. Student Services

- Admission policies
- Student records
- Spiritual formation and support

5. Library and Learning Resources

- Library holdings
- Digital resources
- Access to learning materials

6. Facilities and Infrastructure

- Classrooms and offices
- Technology resources
- Safety and accessibility

7. Financial Resources

- Sources of funding
- Financial management practices
- Sustainability

8. Institutional Effectiveness

- Strategic planning
- Evaluation and improvement processes
- Future goals and development plans

B4. Evidence and Documentation

The Self-Study Report should be supported by relevant evidence such as:

- Institutional catalog or prospectus
- Organizational chart
- Faculty curriculum vitae
- Course syllabi
- Financial statements
- Policy manuals
- Student records and statistics

B5. Submission Requirements

The completed Self-Study Report must:

- Follow the structure outlined in the IABE guidelines.
- Be approved by the institutional leadership.
- Be submitted in electronic format (PDF) unless otherwise requested.
- Be submitted within the timeframe specified by IABE.

B6. Use in the Accreditation Process

The Self-Study Report serves as the primary document for the accreditation evaluation process. It assists the evaluation team in understanding the institution's mission, operations, and level of compliance with IABE standards. The report will be reviewed as part of the accreditation assessment conducted by IABE.

Appendix C: Annual Report Template

The **Annual Institutional Report** is required for all institutions accredited by the **International Association for Biblical Education (IABE)**.

The purpose of the Annual Report is to ensure that accredited institutions continue to comply with IABE accreditation standards and maintain transparency, accountability, and institutional effectiveness.

Institutions must submit the Annual Report to IABE **once each academic year** during the accreditation period.

C1. General Institutional Information

Institution Name:

Mailing Address:

Country:

Telephone:

Email Address:

Website:

Name of Institutional Head / President:

Title:

Date of Report Submission:

Accreditation Status:

Accreditation Period:

C2. Enrollment Statistics

Provide current student enrollment data.

Program	Male Students	Female Students	Total
Certificate Programs			
Diploma Programs			
Bachelor Programs			
Master Programs			
Doctoral Programs			

Total Student Enrollment: _____

C3. Academic Programs

List all academic programs currently offered.

Program Name	Level	Duration	Mode (Online/On-Campus)
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Indicate any **new programs introduced** during the reporting year.

C4. Faculty Information

Provide information about the institution's teaching faculty.

Faculty Name	Highest Qualification	Position	Full-Time / Part-Time
--------------	-----------------------	----------	-----------------------

Total Full-Time Faculty: _____

Total Part-Time Faculty: _____

C5. Institutional Developments

Briefly describe significant developments during the reporting year, such as:

- New academic initiatives
- Faculty development programs
- Infrastructure improvements
- Ministry outreach activities
- Institutional partnerships

C6. Financial Overview

Provide a brief summary of the institution's financial condition.

Category	Amount
Total Income	
Total Expenses	
Major Sources of Funding	

Attach financial statements if required.

C7. Changes in Institutional Leadership or Governance

Indicate any major changes in leadership or governance during the reporting period.

Examples include:

- President / Director
- Academic Dean
- Board of Directors
- Administrative structure

C8. Compliance Statement

The institution must confirm continued compliance with IABE accreditation standards.

Statement:

"We affirm that the institution continues to operate in accordance with the accreditation standards and policies of the International Association for Biblical Education."

C9. Signature

Name:

Title:

Signature:

Date:

Appendix D: Accreditation Timeline Chart

The following timeline outlines the typical **five-year accreditation cycle** used by the **International Association for Biblical Education (IABE)**.

This chart helps institutions understand the sequence of steps involved in the accreditation process from application to renewal.

Accreditation Timeline Chart

Stage	Process Step	Typical Timeline
1	Submission of Accreditation Application	Day 1
2	Application Acknowledgement by IABE	Within 10 Days
3	Submission of Required Documents	Within 30 Days
4	Initial Document Review	Within 30 Days
5	Self-Study Report Preparation by Institution	60 – 90 Days
6	Scheduling of Evaluation Visit (On-site or Virtual)	At least 30 Days' Notice
7	Institutional Evaluation Visit	1 – 3 Days

Stage	Process Step	Typical Timeline
8	Evaluation Report Prepared by Review Team	Within 30 Days
9	Accreditation Decision by IABE	Within 30 – 45 Days
10	Issuance of Accreditation Certificate	Within 30 Days After Approval

Phase 1: Application Stage

Month 1 – Month 2

Activities include:

- Submission of the **Accreditation Application Form**
- Payment of the **Application Fee**
- Submission of required institutional documents
- Initial eligibility review by IABE

Outcome:

The institution may be accepted to proceed to the **Self-Study Phase**.

Phase 2: Self-Study Preparation

Month 3 – Month 6

Activities include:

- Formation of the **Institutional Self-Study Committee**
- Internal evaluation of institutional operations
- Preparation of the **Self-Study Report**
- Collection of supporting documentation

Outcome:

Submission of the completed **Self-Study Report** to IABE.

Phase 3: Evaluation and Assessment

Month 7 – Month 9

Activities include:

- Review of the Self-Study Report
- Institutional evaluation by the IABE review team
- Possible **site visit or virtual evaluation**
- Preparation of the evaluation report

Outcome:

The evaluation team submits recommendations to the accreditation decision body.

Phase 4: Accreditation Decision

Month 10 – Month 12

Activities include:

- Review of evaluation findings
- Accreditation decision by the IABE leadership
- Notification of the institution

Possible outcomes:

- **Full Accreditation Granted**
- **Accreditation with Conditions**
- **Deferral for Further Improvement**

Outcome:

If approved, the institution receives an **Accreditation Certificate** valid for **Five years**.

Phase 5: Annual Monitoring

Year 1 – Year 5

During the accreditation period, institutions must:

- Submit **Annual Institutional Reports**
- Report major institutional changes
- Maintain compliance with accreditation standards

Outcome:

Continued recognition as an **IABE Accredited Institution**.

Phase 6: Renewal and Re-Evaluation

Accreditation Renewal Timeline Chart

Stage	Renewal Process Step	Typical Timeline
1	Notification to Institution of Upcoming Expiration	12 Months Before Expiry
2	Submission of Renewal Application	6 Months Before Expiry
3	Submission of Updated Institutional Documents	Within 30 Days After Application
4	Institutional Review by IABE	Within 30 Days
5	Renewal Evaluation Visit (if required)	3–4 Months Before Expiry
6	Submission of Evaluation Report	Within 30 Days
7	Renewal Decision by IABE	Within 30–45 Days
8	Issuance of Renewal Accreditation Certificate	Before Expiration Date

Final 6 Months of Year 5

Activities include:

- Submission of **Renewal Application**
- Updated **Self-Study or Institutional Report**
- Evaluation and compliance review

Appendix E: Institutional Data Form

The **Institutional Data Form** is required for institutions applying for or maintaining accreditation with the **International Association for Biblical Education (IABE)**.

This form provides essential statistical and institutional information used by IABE to evaluate institutional capacity, academic activity, and compliance with accreditation standards.

Institutions must ensure that all information provided is **accurate, current, and complete**.

E1. General Institutional Information

Name of Institution:

Year Established:

Country:

Physical Address:

Mailing Address:

Telephone Number:

Email Address:

Official Website:

Legal Status:

- Non-Profit Organization
- Incorporated Entity
- Church/Faith-Based Ministry
- Corporation
- Other (Specify)

Registration Number:

E2. Institutional Leadership

President / Principal / Director:

Academic Dean:

Registrar:

Chairperson of Governing Board:

Number of Governing Board Members:

E3. Student Enrollment Data

Provide the current academic year enrollment.

Program Level	Male	Female	Total
Certificate			
Diploma			
Bachelor			
Master			
Doctoral			

Total Student Enrollment: _____

E4. Faculty Information

Category	Number
Full-Time Faculty	
Part-Time Faculty	
Visiting Faculty	

Total Faculty Members: _____

E5. Academic Programs Offered

List all academic programs currently offered.

Program Name	Level	Duration	Mode (Online / On-campus / Hybrid)
--------------	-------	----------	------------------------------------

E6. Library and Learning Resources

Number of Physical Books:

Number of Digital Resources:

Library Staff:

Does the institution provide access to:

- Digital Library Resources
- Academic Journals
- Online Learning Platforms

E7. Facilities and Infrastructure

Indicate whether the institution provides the following facilities:

Facility	Available (Yes/No)
Classrooms	
Administrative Offices	
Library	
Chapel / Worship Hall	
Student Accommodation	
Internet Access	

E8. Financial Overview

Provide a brief summary of institutional financial resources.

Primary Sources of Funding:

- Tuition Fees
- Donations
- Church Support
- Grants
- Other Sources

E9. Institutional Declaration

I certify that the information provided in this Institutional Data Form is accurate and complete.

Name: _____

Title: _____

Signature: _____

Date: _____

Institution Seal: _____



International Association for Biblical Education, Inc.
1177 Louisiana Ave, Suite 214, Winter Park, Florida, 32789, USA
(800) 704-7215 | info@iabeinternational.org | Website: iabeinternational.org