



Accreditation Commission for Acupuncture and Oriental Medicine

8941 Aztec Dr., Eden Prairie, MN 55347 || tel 952-212-2434 || fax 952-657-7068 || info @ acaom.org

CHANGE NOTIFICATION FORM

Program/Institution:			
Name of Submitter:		Title of Submitter:	
Date of Submission:		Change Implementation Date:	

Select the institutional change(s) at issue. Please reference the [ACAOM Notification of Change Policy](#) for detailed information on each type of change. Submit electronically to info@acaom.org or via mail to address above.

Nature of Change(s) [*Check all that apply*]

Types of Substantive Changes requiring ACAOM <u>prior approval</u>	
1.1	Change of location (main campus, additional location, or branch campus)
1.2	Additional location offering <u>50% or more</u> of an ACAOM accredited program
1.3	Addition of a branch campus
1.4	Acquisition of another AOM program or institution
1.5	Addition of a M.Ac program
1.6	Addition of an AOM program in a language other than English
1.7	Addition of an M.OM program
1.8	Addition of new degree or credential level
1.9	Change in clock hours, credit hours or program length
1.10	Significant change in program objectives
1.11	<i>Intentionally left blank</i>
1.12	Change in institutional mission, legal status, form of control, or ownership of institution
1.13	Additional permanent location to teach-out another institution's students
1.14	Contract with a non-Title IV certified organization offering 25% or more of an ACAOM accredited program
1.15	Addition of first distance education course
1.16	Addition of AOM certificate program

Types of Non-Substantive Changes requiring <u>prior notice</u> to ACAOM and <u>review</u>	
2.1	Auxiliary location offering <u>less than 50%</u> of an ACAOM accredited program
2.2	Significant change to facilities
2.3	Significant change to an accredited AOM program
2.4	Name change of institution or program
2.5	<i>Intentionally left blank</i>
2.6	Bankruptcy or reorganization
2.7	Voluntary withdrawal of accreditation
2.8	Ceasing operations, closing the institution, or proposing a teach-out of students
2.9	Addition of AOM continuing education program
Types of Non-Substantive Changes requiring <u>post-implementation notification</u> to ACAOM	
3.1	External agency actions
3.2	Qualified or adverse statement in audited financial statement
3.3	Administrative leadership changes
3.4	Matter that may significantly impact character or quality of institution or AOM program
3.5	A 20%+ increase or decrease in faculty numbers or student population

OTHER CHANGE NOT IDENTIFIED ABOVE: (please briefly describe)	
---	--