** New School Candidate Evaluation Visit**

A school that has been established for three years or less may apply for New School Candidate status with FCIS. After an initial Inquiry form and site visit, an application may be extended to the New School Candidate. Within 12 months of the application submission, a small team representing the FCIS Board of Directors will conduct a New School Evaluation visit to ensure compliance with standards and initial preparations for full accreditation. A school may then undergo an Original Accreditation in its fourth year of operation.

New School Candidates may attend FCIS workshops and events at the member rate, are asked to submit an Annual Report and pay annual dues. They are not eligible to vote during business meetings nor participate in the FCIS Master Inservice Program. NSC schools are listed in the directory and on the FCIS web site.

A New School Candidate visit will include:

* Tour of the entire campus
* Meetings with the following:
	+ Head of School
	+ CFO/Business Manager
	+ Division Heads
	+ Faculty representatives
	+ Parent Organization representatives
	+ Board of Directors representatives
	+ Religious representative (if applicable)

The visit will also include a review of the following documentation:

* Curriculum Guide
* Financial Statements (financial review or audit, budget, enrollment projection)
* Faculty Qualification Data
* Admissions Packet (including qualifications for admission)
* Marketing materials
* Student/personnel records
* Crisis plan
* Strategic plan

If you have further questions, please contact the Director of Accreditation, Melissa Alton, at malton@fcis.org or (813) 287-2820.