



SUBSTANTIVE CHANGE FORM

CHEA Standards and Procedures for Recognition (2025)

Section D. Substantive Changes – 16. Changes Requiring Notification

Directions for Submission: Please complete and save this form, then upload it along with all supporting documents *at one time* to <https://www.chea.org/form/recognition-submission-form>. Please limit attachments/exhibits that best represent your narrative or provide evidence. There is a 100 mb limit for each submission.

Accrediting Organization: _____

Acronym used by Accrediting Organization: _____

Type of Accrediting Organization (Institutional, Programmatic or Both): _____

Accrediting Organization Website Address: _____

Full Name of Person Completing Form: _____

Title/Position: _____

Contact Email Address: _____

Contact Phone Number: _____

Date Submitted: _____

1. Identify the area(s) of substantive change below (select all that apply):

- governance;
- financial condition;
- mission;
- operations;
- relationship with parent or sponsoring organization;
- standards, policies, or procedures; and
- editorial changes to the CHEA-recognized scope.

