

Indiana Department of Education

Timeline at a glance for CAEP Site Visits:

9 months prior to the visit	The Educator Preparation Program (EPP) submits its Self-Study Report (SSR) and evidence for each standard component
6-8 months prior to the visit	CAEP sends out availability survey and conflict of interest form to Site Visitors
6 months prior to the visit	CAEP assigns visit leads and teams
4 months prior to the visit	CAEP visitor team reviews the Self-Study Report and all relevant evidence and provides a Formative Feedback Report to the EPP
2 months prior to the visit	The EPP submits its response to the Formative Feedback Report and uploads supplemental evidence as requested
1-2 months prior to the visit	The Visit Lead, state consultant, and state team lead conduct a virtual pre-visit with the EPP
At least 21 days prior to the visit	Travel information is finalized and booked
ONSITE VISIT	The visitor team conducts the onsite visit to verify submitted evidence.
Within 21 days of completing the visit	Site visitors complete online evaluations of their peers and the CAEP accreditation process. Site visitors submit expense reports to CAEP (Keisha.Walker@caepnet.org)
30 days after visit	Visitor team submits Site Visit Report/Case Analysis
Semester following the onsite visit	<ul style="list-style-type: none"> -Initial Review Panel <ul style="list-style-type: none"> • Provider Representatives and Visit Lead are invited to participate -Joint Review Panel -Accreditation Decision

Resource:

www.CAEPnet.org

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