

**TO: All Administrators**  
**DATE: August 4, 2009**  
**RE: FACCS Membership/Participant Materials**  
**FROM: Dr. Howard G. Burke, FACCS Executive Director**

### **FACCS Membership Information**

Welcome! Thank you for your interest in FACCS/IACCS Participant/Membership and Accreditation Programs. FACCS has Participant/Membership and Accreditation options for all school programs including: Early childhood educational programs, Gold Seal recognition, preschools, kindergarten, elementary, middle school, secondary schools, and proven, reputable, distance learning programs. We also offer unique affiliation opportunities for Church sponsored Home School Groups, Christian Colleges and National/International schools.

### **Application Process**

Download & complete the appropriate application for 2009-2010 for FACCS. When all forms are received by the FACCS Capital Office, a new certificate, with the affixed annual seal, will be mailed to the attention of the administrator. Additionally, all FACCS Accredited Schools holding "Full" status will also receive separately an NCPSA Certificate of National Accreditation.

### **Forms**

1. **All schools should download the following files:** The appropriate **2009-2010 FACCS Application**.
2. In addition to the above application, all Accredited schools need to download and complete **the SAT Charts**, and remember to include, with the above items, **an updated School Improvement or Continuing Improvement Plan (SIP/CIP)**.

### **SPECIAL NOTICE**

*To satisfy statutory requirements, rules, and recently implemented practices of the Florida Department of Children and Families (DCF), Department of Health (DOH), Agency for Workforce Innovation (AWI), and the Office of Independent Education and School Choice, a school should complete the separate "FACCS Application for Religious Exemption," after reviewing the revised criteria and expectations of a ministry to obtain exempt status. The FACCS Application for Religious Exemption and the required documentation for such status need to meet the application processing date of September 1, 2009. This will assist in preparation of new certificates specifically covering this status.*

3. **Traditional Schools**, seeking "Religious Exemption" for their integral before/after care program should complete the separate application, having reviewed the criteria and "acknowledgements," for purposes of satisfying requirements under FS 402.316, Chapter 65C-22 (Revised 7-1-07) FS 409, FS 220-187 (9n)(1), FS 1002.39, FS 1002.42, FS 943.0542, and reciprocal statutes. Religious Exemption is not available to stand-alone child care, Mother's Day-Out, summer, or other non-school year programs.
4. The Distance Learning Application, National/International Application, Christian College Services Application, or Church sponsored Home School Group Application should be downloaded only by qualifying programs.

### **To Download**

- a. Click on the form (PDF - Acrobat Reader | DOC - MS Word).
- b. Print and complete all applications, and other documents as applicable. If you need assistance to identify the correct forms for your ministry, please contact the FACCS Capital Office at

850-422-0065. Administrative assistance is available on Monday, Wednesday, or Friday between the hours of 10:00 AM – 2:00 PM.

- c. Return all applications and information as a “single unit,” dues and assessments, and other items required specific to your school’s status to:

**FACCS**

**Attention: Processing Secretary**

**1429 Bethel Church Road**

**Omega, GA 31775**

- d. Remember: When mailing the documents, please **do not send them to the FACCS Post Office Box, or by Express, Overnight Mail, or request a signature upon delivery.** Mail with a signature request will automatically be returned by the Post Office. You may track all mail by completing a U.S. Postal Service Delivery Confirmation Receipt and sending the documents by Priority or First Class Mail.