



Capital Office for Administrative, Accreditation & Legislative Services

TO: All Administrators
DATE: August 9, 2011
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 2011-2012 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 status will also receive separately an NCPA Certificate of National Accreditation.

Forms

1. **All schools should download the following files:** The appropriate **2011-2012 FACCS Traditional School 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, 2011. 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, 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 8:00 AM – 2:00 PM.
- c. Schools seeking “Religious Exemption” must notarize the Statement of Compliance, found at the conclusion of the FACCS Health, Safety, Sanitation and Minimum Standards. This is an absolute necessity to obtain religious exemption and for schools to comply with Florida Statutes 402.3025, 402.316, and Chapter 65C-22. Additionally, **a second form** is included that requires an additional separate notarization and forwarding by you to your Local District DCF Licensing Office when “Religious Exemption” is achieved through FACCS. The FACCS Certificate will need to be annually updated showing the new expiration date.
- d. Return all applications, dues and assessments, SIP/CIP, and the SAT Charts (if applicable) as a unit to:
FACCS
Attention: Processing Secretary
1429 Bethel Church Road
Omega, GA 31775
- e. When mailing the documents, send them by First Class or Priority Mail only. **Please do not send them to the FACCS Post Office Box, or by Express or Over-night mail which requires a signature or delivery receipt.** You may track your documents by completing a “U.S. Postal Service Delivery Confirmation Receipt” available at your Local Post Office. Should you have any questions please contact the FACCS Capital Office at 850-422-0065 or at e-mail: dochgb@aol.com

All forms are due on or before September 1, 2011