



FALL 2019 CANDIDATE ACADEMY PART 1 - SEEKING CANDIDACY
November 13 - 15, 2019
Schedule of Workshops*

TUESDAY, November 12

4:00 – 6:00 pm	EARLY CONFERENCE CHECK IN	
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WEDNESDAY, November 13

7:30 - 8:30 am	CONFERENCE CHECK IN	
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7:30 – 8:30 am	Continental Breakfast	
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8:30 – 9:30 am	COE FIRST GENERAL SESSION	
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9:30 – 10:00 am	Beverage Break	
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10:00 – 11:00 am	COE 101	
	This one-hour session provides an overview of the Council and its accreditation processes.	

11:00 – 12:00 noon	Determining Eligibility for Candidacy	
	This session reviews the eligibility requirements for becoming a candidate for accreditation with the Council.	

12:00 noon – 1:30 pm	Lunch (on your own)	
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1:30 – 4:30 pm	Completing the Candidate Application	
	This session reviews the candidate application, its required documentation and where to find information and forms on the COE website.	

3:00 – 3:30 pm	Beverage Available	
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6:30 – 8:00 pm	COE Reception	
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****Please note that participants must attend all sessions in order to receive a certificate of completion. Keep this in mind when making travel arrangements.***

THURSDAY, November 14

7:30 - 8:30 am	Continental Breakfast	
8:30 – 9:30 am	COE SECOND GENERAL SESSION	
9:30 – 10:00 am	Beverage Break	
10:00 – 12:00 noon	Preparing for the Candidate Visit Each prospective candidate institution must host a two-day candidate visit by a team of two representatives of the COE Commission. This workshop reviews the planning and on-site activities that are required for this visit.	
12:00 1:30 pm	Lunch (on your own)	

FRIDAY, November 15

7:30 - 8:30 am	Continental Breakfast	
8:30 – 10:00 am	COE THIRD GENERAL SESSION and BUSINESS MEETING	
10:00 – 10:30 am	Beverage Break	
10:30 – 11:30 am	Looking Ahead This session provides an overview of the activities and documentation that will be required for accreditation once the institution is awarded candidate status. School representatives may appreciate a road-map on the series of activities to undertake once back at their institutions.	

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