

NATIONAL ASSOCIATION OF SCHOOLS OF MUSIC

2024-2025 Affirmation Statement

This document, along with the 2024-2025 Accreditation Audit, is part of the official accreditation record of the institution. The requested information is collected to ensure attention to and compliance with current federal regulations.

This questionnaire should be completed in its entirety and signed by a designated representative of the institution. Failure to return the Affirmation Statement will result in a review of the institution's accreditation status (see NASM Handbook 2023-24, Bylaws, Article I., Section 4.B.). Please note: To assist individuals preparing the Affirmation Statement for submission, NASM also makes available video instructions, which may be found at <https://nasm.arts-accredit.org/accreditation/responsibilities/annual-reporting-requirements/affirmation-statement/>.

Name of Institution _____

1. With regard to the institution's curricular offerings in music, the institution affirms that, as of the execution date of this statement: *(Please note: no individual degree/program should be listed under more than one category [1.a., 1.b., or 1.c.] below. Please answer all [1.a., 1.b., and 1.c.]*)

a. The NASM Commission on Accreditation or Commission on Community College Accreditation has reviewed, approved, and NASM is listing by level, major, and area of emphasis (if applicable) all degree- and non-degree-granting programs offered and published by the institution that currently have students enrolled in them and that fall under the purview of NASM for the purpose of review and listing. This includes any curricular program in which any requirements are delivered via distance learning means. *(Please check only one of the following two boxes.)*

Yes No

If *No* has been selected, please identify and list in the designated area beginning on page 3 any such degree(s)/program(s) and affirm by signature that the degree(s)/program(s) so identified will be submitted for Plan Approval or Plan Approval and Final Approval for Listing by the published deadline for consideration at the next applicable Commission meeting (see NASM Handbook 2023-24, Rules of Practice and Procedure, Part II, Article I., Section 3.).

b. The institution has submitted to the applicable NASM Commission for review any/all new institution-approved degree- and non-degree-granting programs by level, major, and area of emphasis (if applicable) planned to be offered by the institution and that fall under the purview of NASM for the purpose of review and listing. This includes any curricular program in which any requirements are delivered via distance learning means. *(Please check only one of the following three boxes.)*

Yes No

There are no new planned degree(s)/program(s) at this time.

If *No* has been selected, please identify and list below any degree(s)/program(s) not yet submitted to the applicable NASM Commission for Plan Approval and affirm by signature below that the degree(s)/program(s) so identified will be submitted for Plan Approval by the published deadline for consideration at the next applicable Commission meeting (see NASM Handbook 2023-24, Rules of Practice and Procedure, Part II, Article VI.). Should this be the institution's first curricular program offered via distance learning means, the institution is asked to provide this confirmation in the designated area beginning on page 3.

c. The institution has submitted to the applicable NASM Commission for review any/all institution-approved substantial changes that will be made to existing NASM-approved degree- and non-degree-granting programs that fall under the purview of NASM for the purpose of review and listing. This includes any curricular program in which any requirements are delivered via distance learning means. *(Please check only one of the following three boxes.)*

Yes No

There are no new planned degree(s)/program(s) at this time.

If *No* has been selected, please identify and list in the designated area beginning on page 3 any degree(s)/program(s) slated for substantial change that have not yet been submitted to the applicable NASM Commission for review and affirm by signature that the degree(s)/program(s) so identified will be submitted for Substantive Change by the published deadline for consideration at the next applicable Commission meeting (see *NASM Handbook 2023-24*, Rules of Practice and Procedure, Part II, Article V.).

(Should questions arise, please consult NASM staff for guidance regarding modifications or events that constitute Substantive Change.)

2. With respect to the institution's curricular programs that fall under the purview of NASM for the purpose of review and listing, the institution is asked to confirm whether during the last 12 months it has experienced significant growth in enrollment in any program such that the significant growth results in conditions that require the submission of an application for Substantive Change (see *NASM Handbook 2023-24*, Rules of Practice and Procedure, Part II., Article V., specifically Section 2.). This includes any curricular program in which any requirements are delivered via distance learning means. *(Please check only one of the following two boxes.)*

Yes No

If *Yes* has been checked, please identify and list in the designated area beginning on page 3 any such degree(s)/program(s) experiencing significant growth and affirm by signature that the institution will submit an application for Substantive Change as may be required by the published deadline for consideration at the next applicable Commission meeting (see *NASM Handbook 2023-24*, Rules of Practice and Procedure, Part II, Article I., Section 3.). Institutions experiencing significant growth in enrollment are asked to contact staff in the National Office prior to the submission of Substantive Change applications.

3. With respect to the institution's curricular programs that fall under the purview of NASM for the purpose of review and listing, the institution is asked to confirm whether during the last 12 months it (a) has introduced any curricular programs of which 50% of the required coursework is offered via distance learning means, (b) has enrolled at least 50% of its students in curricular programs delivered via distance learning means, or (c) has offered at least 50% of its coursework through distance learning means such that any of these practices result in conditions that require the submission of an application for Substantive Change (see *NASM Handbook 2023-24*, Rules of Practice and Procedure, Part II., Article V., specifically Section 2.). This includes any curricular program in which any requirements are delivered via distance learning means. *(Please check only one of the following two boxes.)*

Yes No

If *Yes* has been checked, please identify and list in the designated area beginning on page 3 any of these existing practices and affirm by signature that the institution will submit an application for Substantive Change by the published deadline for consideration at the next applicable Commission meeting (see *NASM Handbook 2023-24*, Rules of Practice and Procedure, Part II, Article I., Section 3.). Institutions involved in any of these practices are asked to contact staff in the National Office prior to the submission of Substantive Change applications.

4. With respect to the institution's operational activities concerning the music program, the institution affirms that, as of the execution date of this statement: *(Please answer all [2.a., 2.b.(1), 2.b.(2), 2.b.(3), 2.b.(4), and 2.b.(5)].)*
- a. The institution has submitted to the applicable NASM Commission for review any/all substantive changes to operating capabilities, conditions, systems, or fundamental administrative structures that occurred during the 2023-2024 academic year, or that are projected to occur during the 2024-2025 academic year *(Please check only one of the following three boxes.)*

Yes No

There have been no substantive changes made or planned with regard to operational activities.

If *No* has been selected, please indicate in the designated area beginning on page 3 the nature of the substantive changes that have not yet been submitted to the applicable NASM Commission for review and affirm by signature that the information so identified will be submitted for Substantive Change by the published deadline for consideration at the next applicable Commission meeting (see *NASM Handbook 2023-24*, Rules of Practice and Procedure, Part II, Article V.).

(Should questions arise, please consult NASM staff for guidance regarding modifications or events that constitute Substantive Change.)

b. The institution affirms that there have been no changes of a substantive nature in the last 12 months, and that as of the execution date of this *Affirmation Statement*, no substantive changes are expected in the next 12 months that would compromise its ability to continue doing any of the following consistent with NASM standards: *(For each of the items (1) through (5), please check only one of the two boxes provided.)*

(1) Fulfill its fundamental purposes as an institution or in the field of music.

No changes Changes

(2) Maintain the basic overall financial viability or operational integrity of the institution or the music unit.

No changes Changes

(3) Continue delivering the music programs or courses of study offered in its academic catalog.

No changes Changes

(4) Provide basic resources and maintain safe facilities.

No changes Changes

(5) Publish accurate, clearly stated, and current information about its curricular programs, their purposes, requirements, and achievements.

No changes Changes

If *Changes* has been checked, please indicate the nature of the substantive change(s) in the designated area beginning on page 3 and affirm by signature that, if required, an application for Substantive Change will be submitted by the published deadline for consideration at the next applicable Commission meeting (see *NASM Handbook 2023-24*, Rules of Practice and Procedure, Part II, Article V.).

(Should questions arise, please consult NASM staff for guidance regarding modifications or events that constitute Substantive Change.)

With regard to the questions above, if either *No* or *Changes* has been checked, for each instance, please provide information as requested using the designated space below *(Please indicate which question is addressed by using its number, such as 1.b. Please ensure that the materials listed below are submitted by the published deadline for consideration at the next applicable Commission meeting. Additional pages may be attached to this questionnaire as necessary.)*

Please Note: Commission materials should not be submitted with this form and are not due by the July 1, 2024 *Affirmation Statement* deadline.

<i>Item Number</i>	<i>Description</i>	<i>Deadline</i>
_____	_____	_____
_____	_____	_____
_____	_____	_____

By signing this document, I attest that the information submitted herein or attached to this *Affirmation Statement* is true to the best of my knowledge and belief.

Printed Name and Title of Reporting Officer	Signature of Reporting Officer	Date
Printed Name of Institution	Street Address	
City, State, Zip Code, Country	Telephone (include area code)	Email Address

Please return completed and signed document by email or U.S. Mail no later than July 1, 2024 to:

**ATTN: Annual Reports
National Association of Schools of Music
11250 Roger Bacon Drive, Suite 21
Reston, Virginia 20190
annualreports@arts-accredit.org**