



Policy on Public Disclosure and Confidentiality in the Accreditation Process

Background

The International Accrediting Commission for Digital Education (IACDE) recognizes that transparency and confidentiality are both essential to the credibility of international accreditation.

Students, employers, and governments rely on accreditation as an indicator of educational quality, while institutions depend on confidentiality to ensure trust and candor during evaluation.

This policy establishes how IACDE communicates accreditation information to the public and how it protects the confidentiality of institutional materials and data.

The goals of this policy are to:

- Make meaningful information about institutional quality available to students, the public, employers, and agencies.
- Provide institutions with guidelines for communicating their accreditation or candidacy status.
- Protect the validity and integrity of the accreditation process through confidentiality and secure handling of institutional data.
- Conduct all accreditation reviews in an atmosphere of trust, accuracy, and professional respect.

Legal and Institutional Status

The International Accrediting Commission for Digital Education (IACDE) is an independent, private, and voluntary quality-assurance body legally registered in the State of New Mexico, USA. IACDE provides international recognition and accreditation to institutions of higher learning, professional training providers, and continuing education entities operating in digital, hybrid, or distance-learning formats.

IACDE is not a governmental agency and does not issue state or federal licenses. Its framework is based on peer review, continuous improvement, and international quality benchmarks consistent with models adopted by INQAAHE, CHEA IQG, and ISO-aligned education standards.

Policy Statement

Both IACDE and its recognized institutions share responsibility for accurate public disclosure of accreditation outcomes and for maintaining confidentiality throughout the review process.



Public confidence in higher education is strengthened through transparency, while confidentiality safeguards institutional integrity.

Part A: IACDE Responsibilities for Public Disclosure

I. Public Disclosure of Accreditation Policies and Processes

IACDE publishes and maintains on its website:

- Procedures for eligibility, candidacy, and accreditation.
- Criteria and standards used in determining accreditation decisions.
- Policy documents, procedural manuals, and current Fee Schedules.
- A description of IACDE’s governance, registration, and jurisdictional status.
- A Directory of recognized institutions.

All policies and procedures are reviewed by the Policy & Standards Committee before adoption, and revisions are announced publicly.

II. Public Disclosure of Recognized Institutions

IACDE maintains an online Directory of Recognized Institutions, including:

- Institution name and country of operation.
- Type of recognition (Candidate Status or Full Accreditation).
- Dates of initial recognition and next scheduled review.
- Website and contact details.

When significant changes occur—such as suspension, withdrawal, or expiration—IACDE issues a Public Disclosure Notice summarizing the action and, where applicable, publishes the institution’s response.

III. Disclosure of Commission Actions

IACDE posts on its website, within 30 days of action:

- Institutions newly granted Candidate Status or Full Accreditation.
- Dates of decision and next review.
- Summary statements of compliance, commendation, or improvement areas.

If an institution misrepresents its status or IACDE’s decisions, IACDE may release a clarifying public statement to correct the record.

IV. Public Information on Filing Complaints

IACDE provides a Complaint Policy accessible on its website.

Any stakeholder—student, faculty, or public—may submit concerns that an institution or



individual has violated IACDE's standards or code of ethics.

All complaints are treated confidentially and reviewed in accordance with due process.

Part B: Institutional Responsibilities for Public Disclosure

I. Representation of Accreditation or Candidacy Status

Institutions must represent their IACDE recognition truthfully and only as officially conferred.

If an institution is under conditional review, suspension, or probationary period, this must be disclosed accurately when referring to IACDE affiliation.

II. Disclosure of Review Outcomes

After Commission action, institutions are encouraged to share their accreditation outcome—including the Action Letter and key findings—with faculty, boards, and students.

If improvement actions are required, these must be transparently communicated to appropriate stakeholders.

III. Use of IACDE Name, Logo, and Accreditation Mark

Institutions may use the IACDE logo and accreditation mark only with written authorization and in compliance with IACDE Branding and Representation Guidelines.

Unauthorized or misleading use of the logo, certificate, or name may result in immediate suspension or revocation of recognition.

IV. Disclosure of Other Recognitions

Institutions accredited or recognized by IACDE must also publish, on their own websites and catalogs, the names of all accrediting or approving agencies, along with contact details for public inquiries.

Part C: Confidentiality Responsibilities

IACDE's Commitment to Confidentiality

- All institutional materials—applications, self-studies, financial data, and peer-review reports—are treated as confidential.
- IACDE will not release self-studies, draft reports, or correspondence without the institution's written consent.
- Information about actions under review or appeal remains confidential until a final decision is issued.
- Peer reviewers, staff, and contractors must sign a confidentiality and non-disclosure agreement

prior to assignment.

- Personal data of reviewers or institutional representatives are not disclosed publicly.

Institutional Responsibilities for Confidentiality

- Institutions must keep draft peer-review reports and correspondence confidential.
- Institutions must not publish or quote from review materials before official action is communicated.
- Reviewer contact information must remain private.
- All institutional submissions must comply with applicable national and regional data-protection laws.

Private Records and Archival Policy

The institutional file maintained by IACDE is part of the private relationship between the Commission and the institution and is not available for public inspection.

Working drafts, notes, and correspondence are preserved only for accreditation and audit purposes.

Peer Reviewer Conduct and Ethics

Peer reviewers and advisors must:

- Maintain neutrality, objectivity, and confidentiality.
- Disclose any potential conflicts of interest.
- Avoid using confidential information for personal or institutional advantage.
- Demonstrate cultural sensitivity and professionalism in all international engagements.

Part D: Data Protection and Global Compliance

Data Protection and Security

IACDE complies with the U.S. Privacy Act and GDPR standards.

Data are stored on encrypted systems with limited authorized access.

Records are retained only for as long as necessary and are securely deleted thereafter.

In the event of a breach, IACDE will notify affected parties promptly and apply corrective measures.

Global Jurisdiction and Compliance

IACDE operates globally and acknowledges that each institution functions under its own national education laws.



Recognition by IACDE affirms quality and continuous improvement but does not replace governmental authorization or licensure.

Institutions are responsible for maintaining compliance with the laws of their home jurisdiction.

Disclaimer and Authority

Accreditation decisions are made in good faith based on documented evidence, peer-review evaluations, and compliance with IACDE standards.

While IACDE exercises due diligence, it does not assume legal responsibility for an institution's operations, finances, or regulatory status.

All final determinations are approved by the IACDE Commission and recorded in official minutes.

International Accrediting Commission for Digital Education (IACDE)

8206 Louisiana Blvd NE Ste B #10025, Albuquerque, NM 87113, USA

info@iacde.org | www.iacde.org

"Your Mission Deserves Accreditation Without Barriers."

Policy Adoption Record

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