



August 18, 2022

Daisy Xian  
Accreditation and Regulatory Compliance Consultant  
Internexus San Diego  
2555 Camino Del Rio South Suite 150  
San Diego, CA 92108

Dear Daisy,

At its August 2022 meeting, the Commission on English Language Program Accreditation reviewed the application for reaccreditation of Internexus San Diego. I am pleased to inform you that the Commission has granted 10-year reaccreditation to this site.

In reviewing a program or institution, the Commission seeks to determine that it provides the student services and programs described in its materials; is student-centered; provides a program that supports its mission; and has the resources, fiscal and human, to assure that students are well served through meeting the *CEA Standards for English Language Programs and Institutions*. The Commission has determined that Internexus San Diego meets these requirements and commends the program for its achievement.

This accreditation decision involved a hybrid site visit as part of the application for initial accreditation. As a condition of the hybrid site visit, the site is required to undergo a 1-day in-person focused follow-up visit to be conducted within one year of the accreditation decision, pending travel restrictions and other considerations per the *CEA Policies and Procedures* Section 23 Temporary policy adaptations. You will be contacted by CEA staff to begin the scheduling process for the in-person focused follow-up visit which must take place prior to August 2023 per current policy.

In granting ten-year reaccreditation, the Commission may include requirements for future reporting. With this letter you are receiving the Commission Action Report that includes the reporting requirements by standard and the reasons for the requirements. The program or institution must agree to respond to the requirements for reporting within the time stated in the Commission Action Report.

#### **Public Announcement**

Within 30 days following the decision by the Commission, CEA will announce the site's accreditation status through distribution to appropriate federal agencies, state licensing or authorizing agencies, accrediting agencies, the professional community, and the public as required by the U.S. Department of Education. The program will be listed on the CEA website with a link to your website.

CEA encourages you to display your accredited status on your website and in promotional materials as a way to not only promote your program, but also to promote CEA accreditation and the quality it exemplifies. You may announce your accredited status in promotional or informational literature using only the following wording:

*Internexus San Diego is accredited by the Commission on English Language Program Accreditation for the period August 2022 through August 2032 and agrees to uphold the CEA Standards for English Language Programs and Institutions. CEA is recognized by the U.S. Secretary of Education as a nationally recognized accrediting agency for English language programs and institutions in the U.S. For further information about this accreditation, please contact CEA, 1001 N. Fairfax Street, Suite 630, Alexandria, VA 22314, (703) 665-3400, [www.cea-accredit.org](http://www.cea-accredit.org).*

Sites accredited by CEA are permitted to use the “Accredited by CEA” logo in promotional materials according to CEA’s guidelines and terms of use in print and electronic materials, included in the electronic accreditation decision packet described below.

CEA will keep complete records of the review in a secure place and will make public only the type of accreditation granted and the length of the term of accreditation. Information provided by the program and related to the accreditation review is considered the property of the program.

### **Constituent Council**

A CEA-accredited program or institution becomes a member of the CEA Constituent Council. Constituent Council Governing Rules are available on the CEA website in the *CEA Policies and Procedures* document. The annual meeting of the Constituent Council takes place annually at a time and place to be announced.

Primary contacts must ensure that their accredited programs or institutions:

- a. post the *CEA Standards* in a public place accessible to all students, faculty, staff, and the public, along with information about how complaints may be filed with CEA
- b. maintain compliance with the *CEA Standards*
- c. adhere to Commission policies and procedures
- d. accurately display accredited status per the CEA Logo Guidelines and Terms of Use**
- e. amend and adapt their programs as government rules and regulations change
- f. submit an annual review package and pay annual sustaining fees in a timely manner
- g. submit a report responding to accreditation reporting requirements if applicable
- h. promptly and thoroughly report any modifications that may affect the program’s or institution’s eligibility for accreditation
- i. promptly and thoroughly report substantive changes in mission, educational offerings, structure, policies, or ownership, including any changes that substantially alter the program or institution’s ability to continue to meet any of the *CEA Standards*
- j. take the necessary steps to secure reaccreditation before the end of their current term of accreditation

### **Annual Reports and the Interim Report**

Each year in November, CEA will send you information for submitting a required annual report. The annual report package has three parts: a form that confirms that the standards continue to be met, a form for sustaining fee calculation and payment, and an end of year financial report. Annual sustaining fees are based on student weeks calculated for the calendar year prior to the time the annual report is due. These reports and fees are due in February of each calendar year of accredited status.

A longer interim report is required in place of the annual report in the 5<sup>th</sup> year of ten-year re-accreditation. In the interim report, the program will provide certain required responses to the *CEA Standards*. You will receive information for completing the interim report one year before the deadline.

### **Substantive Change**

All accredited programs and institutions must promptly notify CEA in writing of any proposed substantive change in the program or institution since the most recent CEA accreditation review. This advance notice must be made prior to the change being implemented and must be reported using the Reporting Substantive Change Form, which is included with the electronic documents sent to the site's primary contact and is also sent each year with the annual report package. The substantive change report should include a thorough explanation of any proposed change and a list of affected standards with an explanation of how they will continue to be met following the change. The proposed change must be approved by the Commission prior to the change being included in the grant of accreditation.

When a change is under consideration, first consult CEA staff to determine whether it is a substantive or minor change, whether a substantive change report must be filed, and to assess how the change will affect the program or institution in terms of meeting the CEA Standards.

Temporary changes made as a result of or in response to COVID-19 are not considered substantive changes, but sites are required to formally notify CEA of such changes as indicated on the CEA Statement on COVID-19 available on the CEA website.

Again, congratulations on your achievement. Accreditation is an intensive process of self-evaluation and review, and CEA recognizes your accomplishment.

Please contact Heidi Vellenga, Executive Director, at the CEA office if you have questions.

Sincerely,



Ian Collins  
Chair, 2022

Public documents available for download from the CEA website:

*CEA Standards for English Language Programs and Institutions*  
*CEA Policies and Procedures*

Additional accreditation packet documents are attached to this email message:

- Commission Action Report (electronic version)
- 2022 CEA Guidelines for Responding to Reporting Requirements
- 2019 CEA Standards Alone\*
- 2022 CEA Logo Guidelines and Terms of Use
- 2022 CEA Substantive Change Reporting Guidelines
- CEA Constituent Council Governing Rules
- CEA Filing a Complaint against an Accredited Program
- CEA Logos (web format)

\*Sites are subject to the *CEA Standards* in place at the time of their attendance at an accreditation workshop. Please contact the CEA office if you need the accreditation decision packet documents sent again.