

WHEN IS A **CERTIFICATE** WORTH MORE THAN THE PAPER IT'S PRINTED ON?

ANAB'S CERTIFICATE ACCREDITATION PROGRAM (CAP)

Do you rely on a certificate to evaluate potential employees or to document the completion of a quality training course?

If so, ANAB-accredited certificate programs are your best bet for assuring successful participation and completion of a quality program.*



Who Recognizes CAP?

Government agencies and state legislations including:

- Department of Defense (DoD) under DoD Instruction 1322.29 for Job Training, Employment Skills Training, Apprenticeship and Internship
- Department of Education (DoE) higher education initiative
- Educational Quality through Innovative Partnership (EQUIP)
- State laws in California, Illinois, Arizona, Texas, West Virginia, New Mexico and Hawaii for food safety training programs

The ANSI National Accreditation Board's Certificate Accreditation Program (CAP) assesses and accredits certificate programs as conforming to the requirements of ANSI/ASTM E2659, *Standard Practice for Certificate Programs*.

The ANSI/ASTM E2659 standard provides a comprehensive guide for educators in all sectors and settings to consistently develop and administer certificate programs to accomplish their unique training and education goals.

The standard clearly delineates the outcomes-focus of certificate programs, and distinguishes them from educational programs offering a certificate of attendance or participation. The certificate program requirements call for a plan that includes a systematic instructional design approach from analysis to development and design to implementation and evaluation. Specific steps begin with identifying and documenting the program's purpose and audience as well as its scope and intended learning outcomes. The standard further advises on the course or curriculum itself, evaluating what attendees learn and evaluating the program on a regular basis.

**ANAB's accreditation process follows International Standard ISO/IEC 17011, General Requirements for Accreditation Bodies Accrediting Conformity Assessment Bodies.*

For more information on CAP and the application process for accreditation, please contact:

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