



46175 Westlake Drive Suite 250, Sterling, VA 20165

Initial Institutional Assessment and Improvement Plan

Updated August, 2025

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Introduction

Intellectual Point is in the process of seeking Accreditation. As part of that process, the school is required to complete an Institutional Assessment and Improvement Plan annually. The purpose is to ensure the school has a planning process, consistent with the scope and size of the university to support the school's mission and goals.

Intellectual point is committed to adhering to the ACCSC standards for IAIP, through goalsetting, benchmarking, and implementation of activities in relation to the school's operations in the areas of:

1. Management
2. Fiscal Condition and Budget
3. Administrative Policies
4. Emergency Preparedness
5. Student Support Services
6. Faculty and Staff Development
7. Educational Program Curricula
8. Learning Resource System
9. Equipment and Supporting Materials
10. Facilities, and
11. Student Achievement Outcomes

Through the use of the Policies and Procedures Manual, Institutional Meetings, A Planning and Evaluation Cycle, and Standardized Surveys, Intellectual Point seeks to ensure plans are created, approved, evaluated, communicated, and measured according to accreditation standards.

This is the first of the IAIP to encourage Intellectual Point to reach those goals.

Neeta Hukmani

Chief Operating Officer and Chief Financial Officer

Mission & Vision

At Intellectual Point, our mission is to deliver high-quality post-secondary education that leads to successful student career outcomes. We are committed to providing accessible, hands-on learning experiences that equip professionals with essential skills and industry-recognized certifications in Cyber Security, Cloud Computing, Networking, Data Science, Project Management, and Artificial Intelligence. Our focus on continuous improvement, integrity, and performance excellence ensures we meet the diverse needs of students and the ever-evolving IT industry.

Educational Objectives

- Deliver Comprehensive Programs
 - Offer flexible, rigorous training programs that enhance practical skills and lead to recognized certifications.
- Promote Student Success:
 - Implement strategies to achieve high graduation and job placement rates, ensuring students meet their professional goals.
- Flexible Learning Solutions:
 - Provide a range of learning options, including Instructor-Led On-site and Virtual Training, Private Group sessions, and On-Demand Training, to accommodate diverse schedules.
- Career Development Support:
 - Offer career advancement resources and professional mentoring to guide students in achieving strategic career objectives.
- Ensure Program Accessibility:
 - Maintain approvals for Chapter 31 (VR&E), Chapter 33 (GI Bill®), Chapter 35, Army CA, AF COOL, MyCAA, and WIOA to support diverse learner populations.
- Commitment to Continuous Improvement:
 - Engage in ongoing evaluation and refinement of programs and services to foster a culture of responsibility and excellence.

History

Intellectual Point was incorporated in 2008 and began enrolling students in August 2010 after receiving approval to operate from the State Council of Higher Education for Virginia (SCHEV). Since then, the institution has continually expanded its reach, program offerings, facilities, and partnerships to support students, transitioning veterans, and active-duty servicemembers in high-demand technology careers.

Key Milestones & Approvals

- 2010: Approved by SCHEV as an Authorized Training Provider (ATO); began offering in-person, hands-on IT training programs.
- 2013: Approved under WIOA (Workforce Innovation and Opportunity Act) to provide workforce training to unemployed residents in Virginia.
- 2015: Expanded WIOA approval to include Washington, D.C.
- 2015: Awarded GSA Schedule 70 contract, enabling Intellectual Point to deliver IT services and training to federal agencies.
- 2017: Approved as a vendor on the Navy's SeaPort and SeaPort NxG contract vehicles, enhancing federal contracting capabilities and enabling delivery of technical training and professional services to the Navy, Marine Corps, and DoD.
- 2018: Converted to an S Corporation and became a certified training provider under the VET TEC program by the Department of Veterans Affairs, offering high-tech training to veterans. Intellectual Point was among the top 3 performing institutions nationally during the five-year pilot based on veteran enrollments and placements.
- 2020: Approved to offer training through Army IgnitED Credentialing Assistance and Air Force COOL for active-duty servicemembers.
- 2020: Gained approval to participate in MyCAA, a DoD-sponsored program supporting military spouses with portable career training.
- 2021: Selected as an authorized provider for the VRRAP (Veteran Rapid Retraining Assistance Program), helping veterans impacted by COVID gain new technology skills.
- 2022: Approved to deliver DoD SkillBridge training, offering on-the-job and career transition training to active-duty servicemembers nearing separation.
- 2023: Approved for WIOA in the following states: NUK, New Hampshire, West Virginia
- 2024: Approved for Chapter 33 (Post-9/11 GI Bill) and Chapter 31 (VR&E) by the Department of Veterans Affairs to support veteran career transitions. Introduced new accredited pathways in AI/ML and Cybersecurity Expert.
- 2024: Approved for WIOA in the following states: Ohio, North Carolina
- 2024: Expanded Sterling Facility, adding additional office and classroom spaces, including new state of the art classrooms, and adding a Brand Marketing podcast studio to the Marketing Department space. Additionally, opened a new, state-of-the-art facility in Reston, VA, approved by SCHEV, expanding from the original Sterling, VA facility approved in 2020.
- 2024: Started application process for ACCSC Accreditation application submitted following significant growth in student enrollments, expansion of facilities, and formal recognition by the US Department of Veteran Affairs and other national programs.
- 2025: Ongoing Applications for approvals: WIOA – Maryland, Florida, California, & Illinois; Seeking State (Out-Of-State) approvals for – Texas, New York, and California.
- 2025: Based upon feedback from industry and student progress, enhanced the pathway offerings expanding to 22 programs and updating curriculum and pricing to match industry standards.

Certifications & Recognitions

- SWaM Certification (2014): Recognized as a Small, Women-owned, and Minority-owned Business by the Commonwealth of Virginia, enhancing access to state-level procurement opportunities.
- MBE Certification (2017): Certified by the Capital Region Minority Supplier Development Council to support inclusion in government and private-sector supplier diversity programs.
- DARS & DBVI Partner (2018): Partnered with the Department for the Blind and Vision Impaired (DBVI) to deliver STEM camps and IT training for vision-impaired students. Awarded DBVI Partner of the Year (2022) for outstanding service to students with disabilities.
- EC-Council Partner (2012): Long-standing partnership supporting cybersecurity certification programs. In 2024, honored with the EC-Council ATC Circle of Excellence Award, recognizing top-tier academic training centers globally.
- PeopleSoft Partner (2018): Authorized to deliver globally recognized ITIL and project management training.
- AWS Official Partner (2022): Joined the Amazon Web Services partner network, enhancing cloud training offerings and aligning with market needs.
- CompTIA Platinum Partner (2023): Achieved Platinum Partner status with CompTIA, recognizing sustained excellence in delivering foundational and advanced IT certifications.
- Platinum HIRE Vets Medallion Award (2024): Prestigious recognition from the U.S. Department of Labor, honoring employers that demonstrate a strong commitment to veteran hiring, retention, and professional development.

Institutional Assessment Process

At Intellectual Point, our Institutional Assessment Process is a crucial mechanism for evaluating how effectively we fulfill our mission and objectives. By systematically collecting and analyzing data, we assess whether we are achieving our goals and identify areas of success and those needing improvement throughout our organization. This process is dynamic and ongoing, continually adapting to meet our evolving needs and performance metrics.

Our Institutional Assessment and Improvement Plan (IAIP) is tailored to our unique context and is designed to guide us in goal setting, benchmarking, and executing improvement activities across the following key areas:

- Mission Fulfillment
- Organizational Management
- Fiscal Health and Budgeting
- Administrative Policies and Practices

- Student Support Services
- Faculty and Staff Development
- Educational Program Curricula
- Learning Resources System
- Equipment and Supporting Materials
- Facilities
- Student Achievement Outcomes

This comprehensive plan underscores our commitment to continuous improvement and ensures we consistently meet and exceed our institutional objectives.

IAIP Implementation Milestones

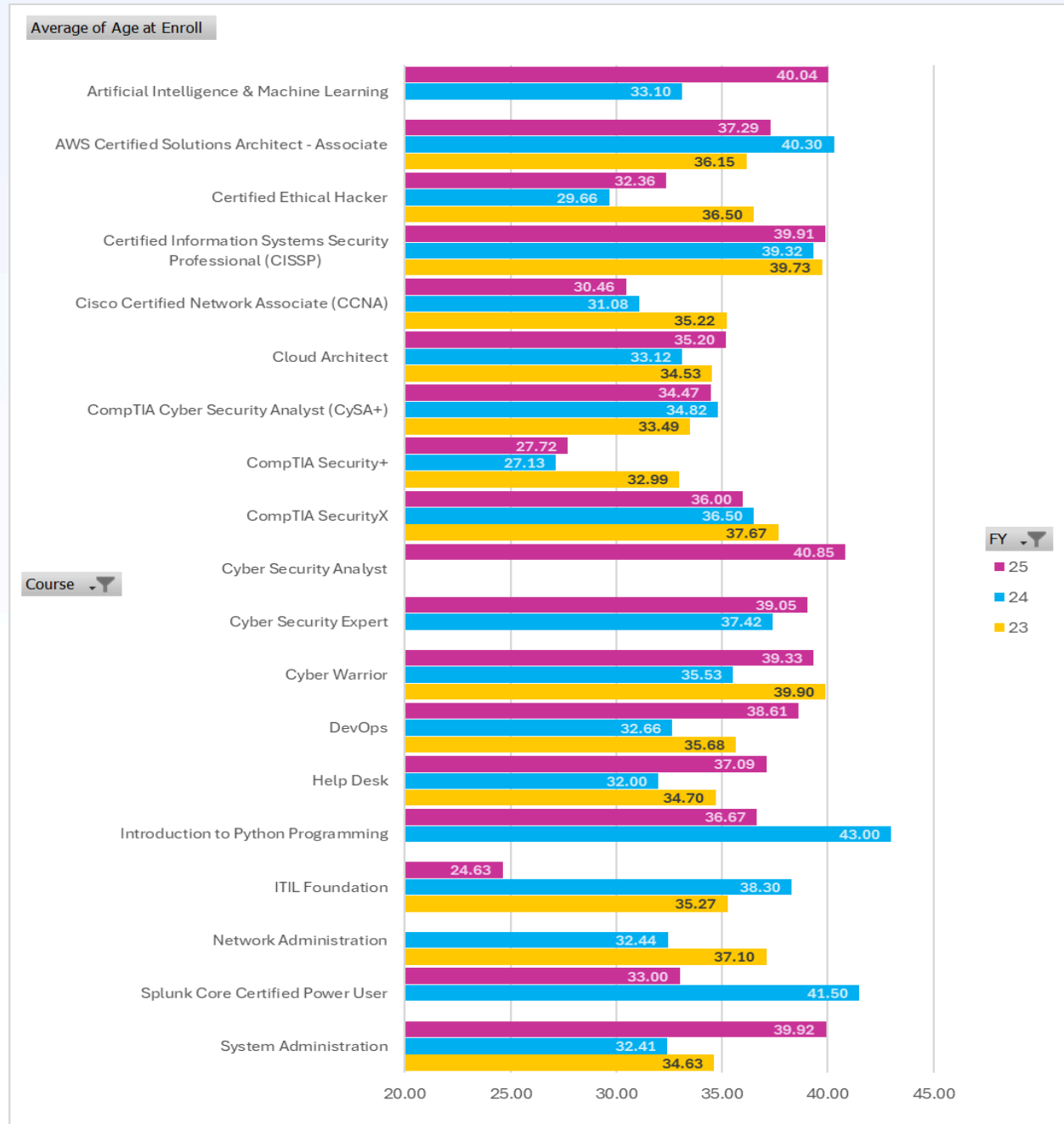
- Collect Data: Surveys, Placement and Graduation Rates by Program.
- Prepare Initial IAIP Report.
- Present Initial IAIP Report to the Intellectual Point Executive Team.
- Present Initial IAIP Report at PAC Meetings.
- Present Initial IAIP Report to Faculty.
- Incorporate PAC Members' and Faculty Members' feedback.
- Issue the Final IAIP Report and distribute it to PAC members, faculty, and staff.
- Conduct a meeting with staff and faculty to present the final IAIP Report and action items for the next 12 months.
- Conduct quarterly meetings to assess the progress and status of the prior annual IAIP Report action items.
- Document all meetings by means of official meeting minutes.

IAIP Committee Members

IAIP Chair	Neeta Hukmani
Mission	Neeta Hukmani, Prem Jadhvani
Management	Neeta Hukmani, Prem Jadhvani
Fiscal Condition and Budget	Neeta Hukmani, Prem Jadhvani
Administrative Policies and Practices	Brian Lewis-Hardy, Jason Sweetapple
Student Support Services	Brian Lewis-Hardy, Jason Sweetapple
Faculty and Staff Development	Prem Jadhvani, Brian Lewis-Hardy
Educational Program Curricula	Prem Jadhvani, Ishan Jadhvani
Learning Resources System	Ishan Jadhvani, Suraj Varma
Equipment and Support Materials	Ishan Jadhvani, Suraj Varma
Facilities	Prem Jadhvani, Ishan Jadhvani
Student Achievement Outcomes	Prem Jadhvani, Brian Lewis-Hardy
Distance Education	Prem Jadhvani, Ishan Jadhvani

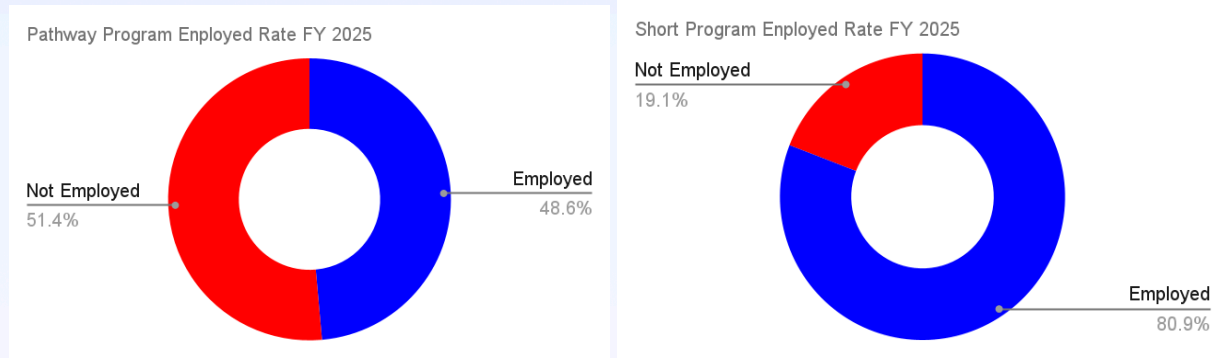
Demographics

Average Age at Enrollment



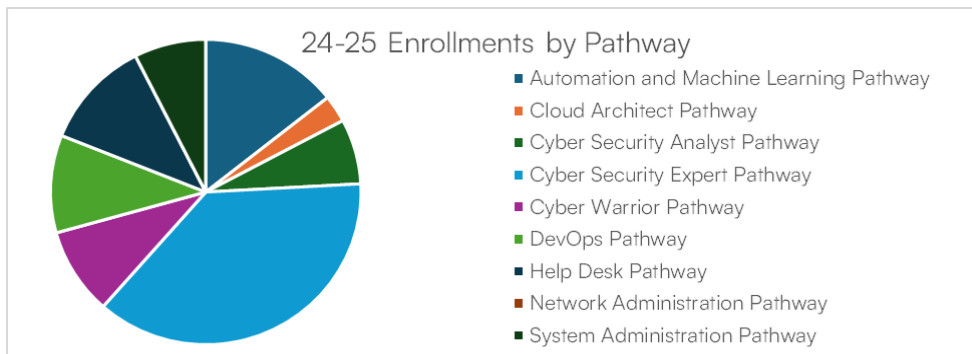
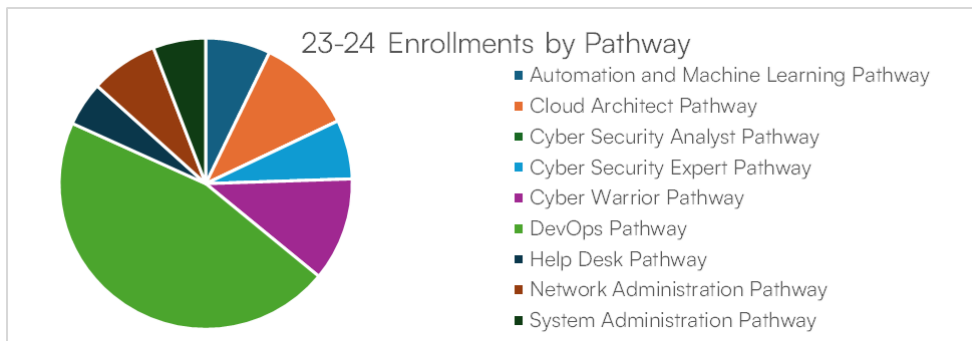
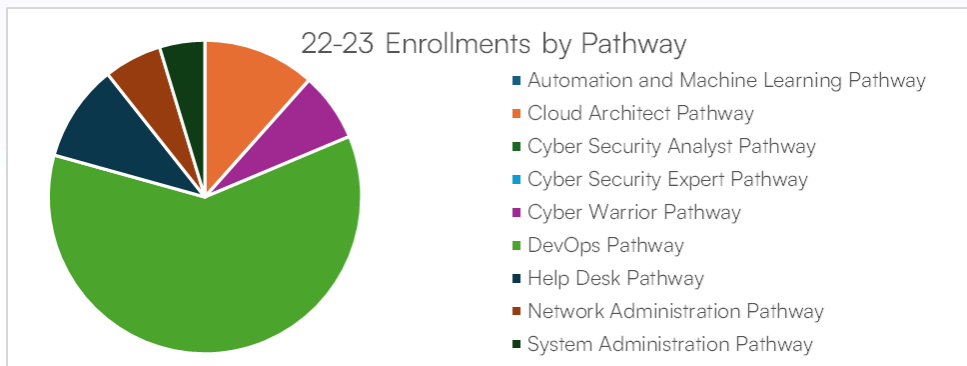
Pathway Programs	22-23	23-24	24-25
Average Age by Pathway Program	35.73	33.30	38.92
Average Age by Short Program	34.79	29.23	29.86

Pre-Employment Rate by Program Type



% Confirmed Employed at time of Enrollment	FY23	FY24	FY25
Pathway Program	43.69%	62.81%	48.59%
Short Program	63.27%	75.02%	81.67%

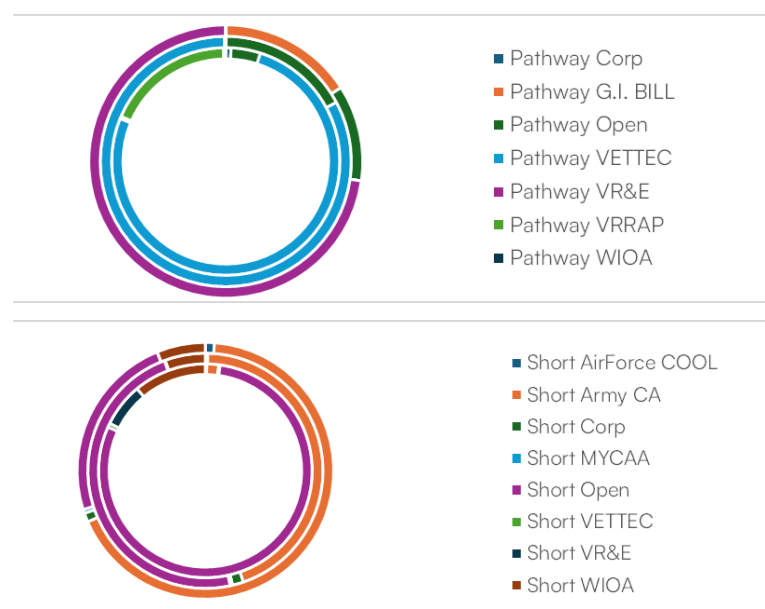
Enrollments by Year



Pathway Programs	22-23	23-24	24-25
Automation and Machine Learning Pathway	N/A	48	25
Cloud Architect Pathway	250	72	5
Cyber Security Expert Pathway	N/A	44	65
Cyber Warrior Pathway	153	77	16
DevOps Pathway	1,307	307	18
Help Desk Pathway	216	33	20
Network Administration Pathway	129	50	0
System Administration Pathway	101	39	13
Total Pathway Program Enrollments	2,156	670	174

Short Programs	22-23	23-24	24-25
AWS Certified Solutions Architect - Associate	14	10	7
Certified Entry-Level Python Programming (PCEP)	0	2	3
Certified Ethical Hacker (CEH)	62	66	43
Certified Information Systems Security Professional (CISSP)	42	41	33
CompTIA CySA+	47	34	45
CompTIA Security+	208	664	403
CompTIA SecurityX	23	15	12
ITIL Foundation	30	27	8
Splunk Core Certified Power User	0	4	4
Total Short Program Enrollments	426	863	558

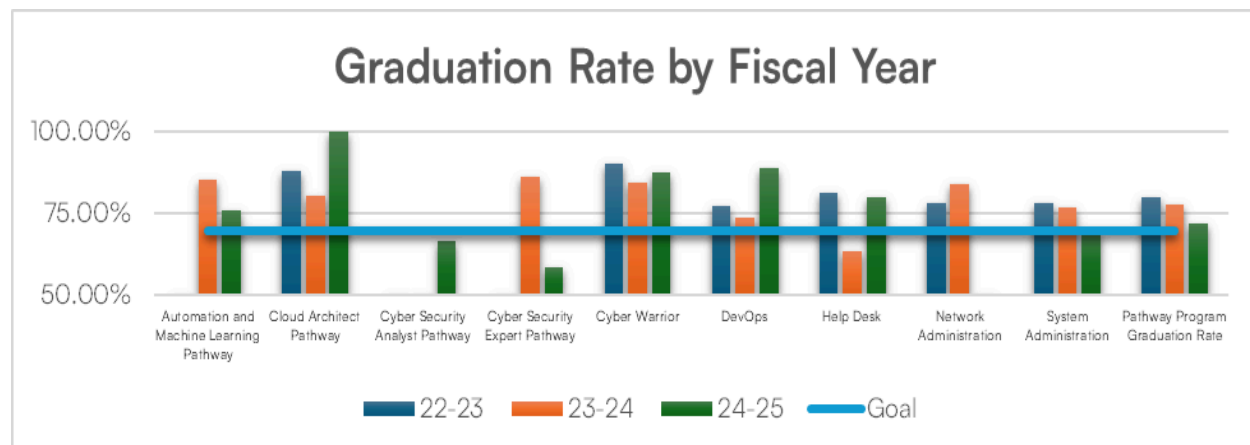
Percent Enrollments by Funding Source



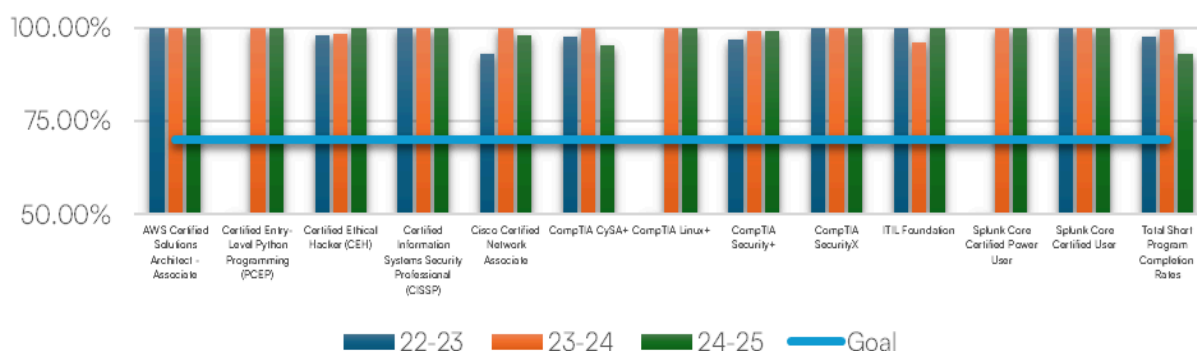
Pathway Program Enrollments	22-23	23-24	24-25
Corporate	0.74%	0.00%	0.00%
GI Bill (Chapter 33)	0.00%	0.00%	11.91%
Other	4.17%	17.16%	11.36%
VETTEC	76.25%	82.60%	0.00%
VR&E (Chapter 31)	0.32%	0.15%	72.73%
VRRAP	18.18%	0.00%	0.00%
WIOA	0.32%	0.00%	0.00%

Short Program Enrollments	22-23	23-24	24-25
DOD Credential Assistance (Army CA/Air Force Cool	2.01%	44.77%	68.50%
Corporate	0.20%	1.53%	1.13%
MyCAA	0.00%	0.33%	0.48%
Other	79.52%	47.71%	23.75%
VET TEC	0.60%	0.00%	0.00%
VR&E (Chapter 31)	6.63%	0.11%	0.00%
WIOA	11.04%	5.56%	6.14%

Graduation Rate by Year



Graduation Rate by Fiscal Year



Pathway Programs	22-23	23-24	24-25
Automation and Machine Learning Pathway	N/A	85.42%	76.00%
Cloud Architect Pathway	88.00%	80.56%	100.00%
Cyber Security Expert Pathway	N/A	86.36%	58.46%
Cyber Warrior	90.20%	84.42%	87.50%
DevOps	77.20%	73.62%	88.89%
Help Desk	81.48%	63.64%	80.00%
Network Administration	78.29%	84.00%	N/A
System Administration	78.22%	76.92%	69.23%
Pathway Program Graduation Rate	79.92%	77.76%	71.84%

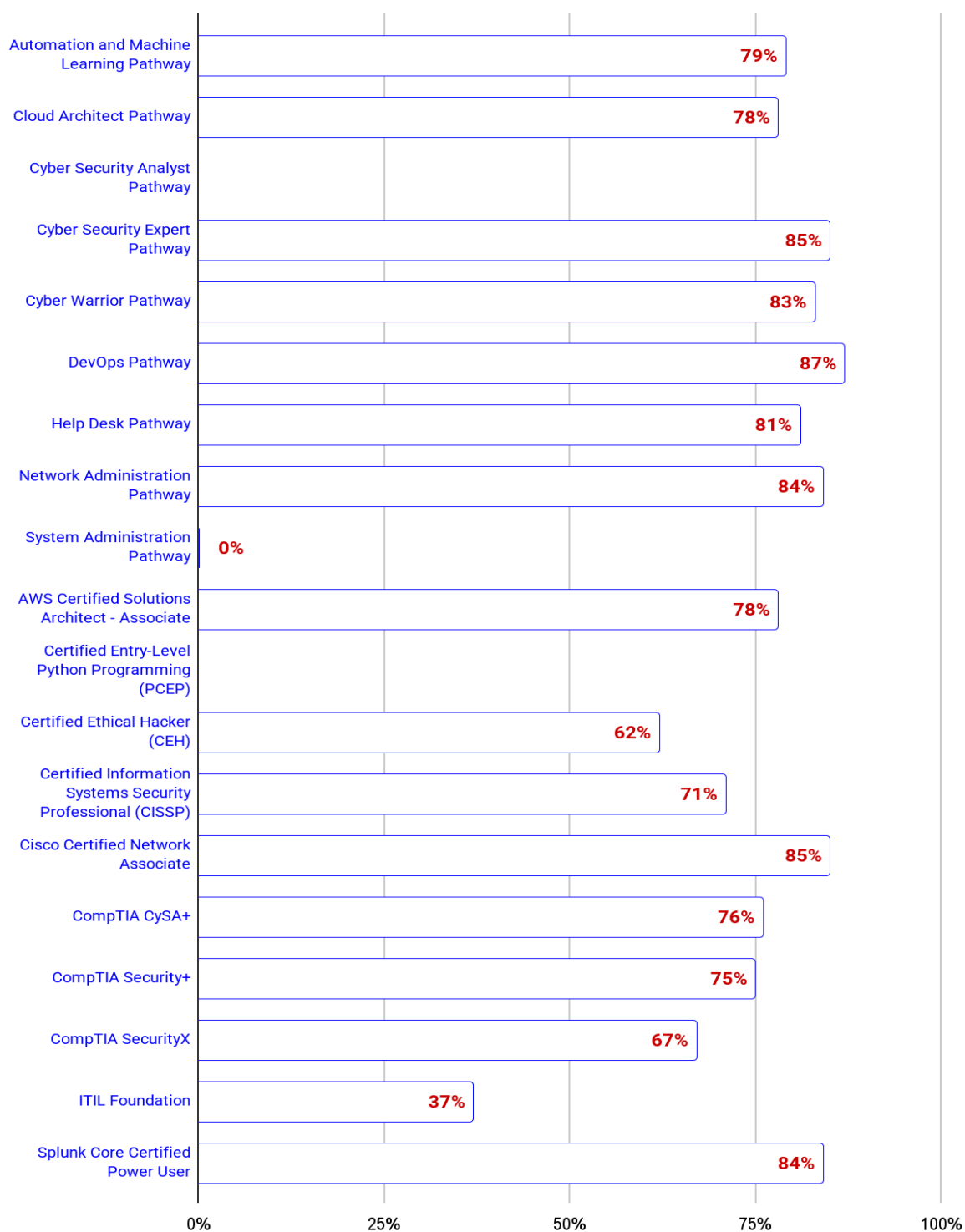
Short Programs	22-23	23-24	24-25
AWS Certified Solutions Architect - Associate	100.00%	100.00%	100.00%
Certified Entry-Level Python Programming (PCEP)	N/A	100.00%	100.00%
Certified Ethical Hacker (CEH)	98.39%	98.48%	100.00%
Certified Information Systems Security Professional (CISSP)	100.00%	100.00%	100.00%
Cisco Certified Network Associate	93.18%	100.00%	98.18%
CompTIA CySA+	97.87%	100.00%	95.56%
CompTIA Security+	97.12%	99.55%	99.50%
CompTIA SecurityX	100.00%	100.00%	100.00%
ITIL Foundation	100.00%	96.30%	100.00%
Splunk Core Certified Power User	N/A	100.00%	100.00%
Total Short Program Completion Rates	97.79%	99.57%	93.19%

Completion Rate by ACCSC Reporting Period

Pathway Programs	Reporting Period	06/2025
Automation and Machine Learning Pathway	7/2023-6/2024	81%
Cloud Architect Pathway	12/2023-11/2024	87%
Cyber Security Expert Pathway	9/2023-8/2024	86%
Cyber Warrior	11/2023-10/2024	78%
DevOps	11/2023-10/2024	70%
Help Desk	9/2023-8/2024	65%
Network Administration	9/2023-8/2024	84%
System Administration	12/2023-11/2024	100%
Overall Placement Rate - Pathway Programs	Various Periods	77.51%

Short Programs	Reporting Period	06/2025
AWS Certified Solutions Architect - Associate	2/2024-1/2025	75%
Certified Entry-Level Python Programming (PCEP)	3/2024-2/2025	N/A
Certified Ethical Hacker (CEH)	2/2024-1/2025	62%
Certified Information Systems Security Professional (CISSP)	2/2024-1/2025	71%
Cisco Certified Network Associate	2/2024-1/2025	85%
CompTIA CySA+	2/2024-1/2025	76%
CompTIA Security+	2/2024-1/2025	75%
CompTIA SecurityX	2/2024-1/2025	67%
ITIL Foundation	3/2024-2/2025	37%
Splunk Core Certified Power User	2/2024-1/2025	84%
Overall Placement Rate – Short Programs	2/2024-1/2025	74.61%

Placements Rate (Verified) by Reporting Period



Pathway Programs	Reporting Period	06/2025
Automation and Machine Learning Pathway	7/2023-6/2024	79%
Cloud Architect Pathway	12/2023-11/2024	78%
Cyber Security Expert Pathway	9/2023-8/2024	85%
Cyber Warrior	11/2023-10/2024	83%
DevOps	11/2023-10/2024	87%
Help Desk	9/2023-8/2024	81%
Network Administration	9/2023-8/2024	84%
System Administration	12/2023-11/2024	0% ¹
Overall Placement Rate - Pathway Programs	Various Periods	84.27%

Short Programs	Reporting Period	06/2025
AWS Certified Solutions Architect - Associate	2/2024-1/2025	75%
Certified Entry-Level Python Programming (PCEP)	3/2024-2/2025	N/A
Certified Ethical Hacker (CEH)	2/2024-1/2025	62%
Certified Information Systems Security Professional (CISSP)	2/2024-1/2025	71%
Cisco Certified Network Associate	2/2024-1/2025	85%
CompTIA CySA+	2/2024-1/2025	76%
CompTIA Security+	2/2024-1/2025	75%
CompTIA SecurityX	2/2024-1/2025	67%
ITIL Foundation	3/2024-2/2025	37%
Splunk Core Certified Power User	2/2024-1/2025	84%
Overall Placement Rate – Short Programs	2/2024-1/2025	74.61%

Student Survey Results

Survey Results Presented:

Graduate Survey from 2023-2024² Fiscal Year Graduates

Student Satisfaction by Program	FY 2024	FY 2025 (Update)
Artificial Intelligence and Machine Learning Pathway	100%	No Responses to Date
Cloud Architect Pathway	100%	No Responses to Date
Cyber Security Analysts Pathway	No Enrollments	100%
Cyber Security Expert Pathway	100%	100%
Cyber Warrior Pathway	100%	No Responses to Date
DevOps Pathway	88%	No Responses to Date
Help Desk Pathway	75%	No Responses to Date
Network Administration Pathway	100%	No Responses to Date
System Administration Pathway	No Responses	No Responses to Date

AWS Certified Solutions Architect – Associate	No Responses	100%
Certified Entry-Level Python Programming (PCEP)	No Responses	No Responses to Date
Certified Ethical Hacker (CEH)	No Responses	100%
Certified Information Systems Security Professional (CISSP)	No Responses	100%
Cisco Certified Network Associate	No Responses	No Responses to Date
CompTIA CySA+	No Responses	No Responses to Date
CompTIA Security+	100%	100%
CompTIA SecurityX	No Responses	No Responses to Date
ITIL Foundation	100%	No Responses to Date
Splunk Core Certified Power User	No Responses	No Responses to Date

² Fiscal year (23-24, 24-25 Survey sent to all students August 1, 2025, with ongoing surveys beginning monthly in September 2025.

Questions and Responses

- I am satisfied with my experience at Intellectual Point.
Disagree/Strongly Disagree 3% Neutral 3.1% Agree/Strongly Agree 93.9%
- The Admissions Department assisted me to my satisfaction at the time of enrollment.
Disagree/Strongly Disagree 3% Neutral 3.1% Agree/Strongly Agree 93.9%
- I am satisfied with the Financial Services Department (in relation to your payment plan)
Disagree/Strongly Disagree 3% Neutral 15.2% Agree/Strongly Agree 81.8%
- The instruction was satisfactory. The Instructors were professional, well-prepared, and effective.
Disagree/Strongly Disagree 9.1% Neutral 0% Agree/Strongly Agree 90.9%
- Learning Resources were available through the Media Services Library.
Disagree/Strongly Disagree 6.1% Neutral 0% Agree/Strongly Agree 93.9%
- The School Facilities were adequate and safe.
Disagree/Strongly Disagree 0% Neutral 36.4% Agree/Strongly Agree 63.6%*
**increased Neutral score due to online student population*
- Health, safety situations, and emergencies were dealt with promptly and satisfactorily.
Disagree/Strongly Disagree 0% Neutral 36.4% Agree/Strongly Agree 63.6%
**increased Neutral score due to online student population*
- Student Support Services were effective and available through advising, counseling, academic tutoring.
Disagree/Strongly Disagree 6% Neutral 9.1% Agree/Strongly Agree 84.9%
- Career Services were effective and available.
Disagree/Strongly Disagree 9.1% Neutral 9% Agree/Strongly Agree 81.9%

10. The school was always helpful and professional, responding to my needs in a timely manner.			
	Disagree/Strongly Disagree	Neutral	Agree/Strongly Agree
	12.1%	0%	87.9%
11. In regard to my experience in the school. I consider that the school's mission "to develop highly-skilled students who will be successful in demanding technical fields" is accomplished.			
	Disagree/Strongly Disagree	Neutral	Agree/Strongly Agree
	9.1%	6%	84.9%
12. The program I have just attended has provided me with the knowledge I expected.			
	Disagree/Strongly Disagree	Neutral	Agree/Strongly Agree
	12.1%	3%	84.9%
13. The materials, books, and equipment used are appropriate and relevant.			
	Disagree/Strongly Disagree	Neutral	Agree/Strongly Agree
	3%	6%	91%
14. The program provides instruction in the areas essential to succeed in a job.			
	Disagree/Strongly Disagree	Neutral	Agree/Strongly Agree
	12.1%	3%	84.9%
15. The lectures were effectively organized.			
	Disagree/Strongly Disagree	Neutral	Agree/Strongly Agree
	6.1%	0%	93.9%
16. The practice and skills application activities were effectively organized.			
	Disagree/Strongly Disagree	Neutral	Agree/Strongly Agree
	6.1%	0%	93.9%
17. The curriculum and equipment were current and relevant.			
	Disagree/Strongly Disagree	Neutral	Agree/Strongly Agree
	6.1%	0%	93.9%
18. The instructors for this program were effective and professionally delivered each class.			
	Disagree/Strongly Disagree	Neutral	Agree/Strongly Agree
	9.1%	0%	90.9%
19. The instructors were always well-prepared and on time for each class.			
	Disagree/Strongly Disagree	Neutral	Agree/Strongly Agree
	0%	6.1%	93.9%
20. The instructors were available for clarifications, academic counseling, and advertising.			
	Disagree/Strongly Disagree	Neutral	Agree/Strongly Agree
	6.1%	2.9%	91%
21. Additional Comments and Suggestions			
	Positive Comments	Negative Comments	
	"Positive Experience. Recommended to other students." "High Quality" "Curiosity Encouraged" "Everything Spot On"	"Unemployed. The market is flooded with people with certifications." "Certifications not known in industry"	

Mission Assessment

Intellectual Point School Mission

At Intellectual Point, our mission is to deliver high-quality post-secondary education that leads to successful student career outcomes. We are committed to providing accessible, hands-on learning experiences that equip professionals with essential skills and

industry-recognized certifications in Cyber Security, Cloud Computing, Networking, Data Science, Project Management, and Artificial Intelligence. Our focus on continuous improvement, integrity, and performance excellence ensures we meet the diverse needs of students and the ever-evolving IT industry.

Assessment Criteria

Student Surveys are conducted to review the students impression of the mission of Intellectual Point. The survey is provided to all students who complete the program, with the questions resulting in a range of responses to statements to confirm level of agreement: Strongly Agree, Agree, Neither Agree/Nor Disagree, Disagree, Strongly Disagree.

Annual Assessment

Assessment Tool	Performance Criteria	Assessment Results	Criteria Met
Graduation Rate	Institutional graduation rate for the reporting period exceeds Intellectual Point's established graduation benchmark based in program length: 1-3 months: 84% 4-6 months: 72% 7-9 months: 60%	Overall Surpassed graduation rate with an average graduation rate of 71.84% per pathway and 93.19% for short programs. While individual programs were not reaching minimum standards. Overall achievements reached goals	Yes
Placement Rate	The institutional placement rate for the reporting period exceeds Intellectual Points established placement benchmark of 70%	While rates for the entire program exceed placement benchmarks, individual goals do not reach ACCSC benchmarks.	Yes
Mission Statement Survey	At least 80% of the individuals that completed the mission statement survey indicated they were satisfied or very satisfied with our institution fulfilling the school's mission.	84.9% of survey respondents agreed or strongly agreed with the statement.	Yes

Analysis and Conclusion

Data analysis shows increased numbers based on ME form and validation information as obtained. Discussion had to determine where the numbers were below benchmark and why the variance in some of the programs.

PAC members inquired regarding the top three values if someone was to ask that distinguishes the school from others in the same sector. CEO answered the question.

Recommendation: to design additional marketing campaigns that focused on those arenas and utilize social media platform with that focus.

Action Plan

Goal	Action	Assigned To	Resources	Timeline
Increase Placement Rates	Obtain Employment Validation for pre-enrolled in field staff	Career Services Department	Employment Validation Form; Internal Software System (Monday)	Ongoing
Increase Placement Rates	Obtain Pre-Enrollment forms at Admissions	Enrollment Department	Employment Validation Form; Internal Software System (Monday)	Ongoing
Increase Employment Validation	Update system for tracking employment information to include short programs and updated field	Development Services	Reporting Tool - Internal Software System (Monday)	August 1, 2025
Quarterly Review of Data and Placement Rate Reporting	Data Analysis of updated reporting	SVP, Compliance	Reporting Tool – Internal Software System (Monday)	January, April, July, October
Survey release Schedule	Establish criteria to send out surveys to students for ongoing tracking of graduation and end of course surveys	SVP, Compliance	Survey Forms linked to website	Ongoing

Fiscal Condition and Budget Assessment

Introduction

It is Intellectual Point's commitment to adhere to ACCSC standards on Financial Stability and Responsibility, as per the Standards of Accreditation:

1. The financial structure of the school is sound, with resources sufficient for the proper operation of the school and the discharge of obligations to its students. Financial statements must be prepared in accordance with generally accepted accounting principles, the ACCSC Instructions for the Preparation and Submission of Financial Statements and Related Information, and all applicable federal, state, and local requirements.
2. The school prepares a financial budget for each fiscal year that allocates working capital for expenditures required to ensure the proper operation of the school and the discharge of its obligations to students, as well as for institutional improvement and faculty development activities. The school monitors its budgetary projections in relation to actual income and expenses on a regular basis throughout the fiscal year.
3. The school has insurance to provide adequate protection to the school, employees, and students.

Goals and Benchmarks

1. Quarterly, Chief Financial Officer reviews budget and actuals to determine options and adjustments needed to maintain positive fiscal condition of the school
2. Ensure Financial records are maintained and coincide with the actuals for collections and revenue generation.
3. Monthly review refunds to ensure regulatory requirements are met for returns of funds.
4. Annually generate a projected annual budget to ensure the new budget is in light with profit generation.

Annual Assessment

Assessment Tool	Performance Criteria	Assessment Results	Criteria Met?
Financial Report	Assessment Meets ACCSC accreditation standards ¹	Fiscal year budget meets ACCSC standards	Yes
Annual FY Budget	Create a Profit	2024 Annual Report shows a budget for the year	Yes
Budget to Actual Report	Budget to Actual within 1 SD of set goal.	N/A – first year generation of budget to actual as a small company	N/A

¹ Initial ACCSC assessment criteria includes:

- A. Net profit for two most recent fiscal years
- B. Positive net worth for two most recent fiscal years; or
Positive cash flow from operations for the most recent fiscal year
- C. School project vs actual internal audit shows a positive outcome for school.

Analysis and Conclusion

In the last two years, Intellectual Point has met the ACCSC accreditation standards by generating a sound infrastructure with a positive net profit over the past two years, and positive cash flow from operations in the most recent year.

Action Plan

Goal	Action	Assigned To	Resources	Timeline
2025 Annual Year Budget to stay in the black to meet ACCSC Benchmarks	Monitor budget to ensure positive outcome for Year	Chief Financial Officer and Chief Executive Officer	Budget Report, Financial Recordings	Ongoing
Maintain Budget to Actuals by limiting loss or overspending	Monitor budget to ensure actuals are staying within bounds	Chief Financial Officer	QuickBooks Management System	Monthly

Administrative Policies and Practices

Assessment

Introduction

The Administrative Policies and Procedures manual through the oversight of the Compliance Department is a collaborative effort between the Senior Executive Leadership Team and the faculty and staff of Intellectual Point. As part of the Accreditation process, Intellectual Point has published a formal policies and procedure page located at <https://caps.intellectualpoint.com/policies>. The policies include the following:

1. Academic Policy
2. Distance Education Policy
3. Learning Resource System Policy
4. Program Design and Development Policy
5. Admissions Policies and Practices
6. Advertising Policy
7. Admissions Personnel Code of Conduct Policy
8. Privacy Policy
9. Disclosures Policy
10. Student Recruitment Policy
11. Physical Facilities Operations and Maintenance Policy
12. Health, Safety, and Emergency Preparedness Plan
13. Financial Stability and Responsibility Policy
14. Human Resources Policy
15. Faculty Qualifications and Requirements Policy
16. Technical Infrastructure Policy
17. Learning Management System (LMS) – Data Security and Administration Policy
18. Student Information System (SIS) – Data Security and Administration Policy
19. Institutional Assessment, Improvement, and Planning Policy
20. Mission Policy
21. Management and Administrative Capacity Policy
22. Advising and Counseling Policy
23. Student Records Policy
24. Student Services Policy
25. Graduation and Placement Tracking Policy
26. Website Terms of Use Policy

Goals and Benchmarks

1. Annual Review of the Policies and Procedures Manuals with revisions as needed.
2. Collect Employee Survey feedback annually
3. Collect Advisory Member Feedback
4. Collect student and Graduate Feedback

Annual Assessment

Student Surveys are conducted to review the students impression of the mission of Intellectual Point. The survey is provided to all students who complete the program, with the questions resulting in a range of responses to statements to confirm level of agreement: Strongly Agree, Agree, Neither Agree/Nor Disagree, Disagree, Strongly Disagree.

The schools benchmark is to maintain a minimum of 75% of surveyed individuals indicating they agree or strongly agree with the statement presented for evaluation. Corrective actions will be taken for any area that scores below that mark.

Assessment Tool	Performance Criteria	Assessment Results	Criteria Met?
Student Survey	75% minimum positive response	Over 80% presented positive responses to the operations of intellectual point, to include	Yes
Employee Survey	75% minimum positive response	Unable to assess. The Annual Employee Survey will be released in January of each year. No survey presented in 2024	N/A
Graduate/ Student Survey	75% minimum positive response	All questions presented resulted in a positive response. The only areas below 75% were related to questions that were not applicable to our online population, which resulted in a larger Middle response but did not increase the negative response.	Yes
PAC Member Survey	75% minimum positive response	TBD PAC Committee Meeting Completed 7/15-7/17/2025. PAC committee requested additional time to review assessment. Survey results to be completed in the month of August	Pending Results

Analysis and Conclusion

Survey responses support that the school is continuing to operate in the positive direction and is effective. Will continue to operate in the positive space to ensure the outcomes reach the same objective.

PAC committee requested time to review the policies in more details to provide their assessment of the policies as written.

Action Plan

Goal	Action	Assigned To	Resources	Timeline
Obtain positive employee survey results	Send Annual Employee Survey to all faculty and Staff	Compliance Department	Internal Software System	January – Annual

			(Monday)	
Send 2024-2025 FY Graduate Survey	Send Survey to all students who completed a program in 2024-2025.	Compliance Department	Internal Software System (Monday), Email	August 1
Monthly Surveys to Student Completions	Send Survey to all students who complete a short program	Compliance Department	Internal Software System (Monday), Email	Monthly Ongoing
Quarterly Meeting with Executive Leadership	Review Policies and Procedures and status of IAIP	Compliance Department & Executive Leadership Team	IAIP, Internal Software System (Monday), Management, Email	January, April, July, October
Annual PAC Committee Meeting	Review all PAC Committee General Agenda	Compliance Department	IAIP, Internal Software System (Monday)	May-June, Annually

Student Support Services Assessment

Introduction

Student Services personnel maintain communication with the rest of our staff, including faculty with the purpose to improve the effectiveness of their services.

Student Services personnel participate at the annual staff meetings in order to provide information about the Student Services status, and also receive input and suggestions to implement from the same source.

Advising is provided to all students on administrative, attendance, academic, financial and placement. Our school aims to provide students with timely counseling and assist each one of them overcome any challenges or situations that could jeopardize their success. Students with issues of a personal nature will be referred to local public or private agencies for professional assistance.

Surveys are available to students and are provided to graduates at the time of completion. These surveys include one item for Student Services adequacy, evaluation, and comments.

Staff surveys are provided annually in January, which includes one item for Student Services adequacy, evaluation, and comments.

Goals and Benchmarks

1. Surveys benchmarked at 80% positive outcomes based on their interaction with admissions, student services, and career services.

Annual Assessment

Assessment Tool	Performance Criteria	Assessment Results	Criteria Met?
Student /Graduate Survey Response	80% of the survey responded with positive feedback with regards to student services	90% positive response with regards to student services	Yes
Employee Survey	80% of the survey responded with positive feedback with regards to student services	TBD - Survey to completed in January, 2026	Pending Results

Analysis and Conclusion

Students are satisfied with the student services division, While there were a few comments related to the industry and job availability, the overlying percentage of respondents were extremely satisfied with the school and their services provided.

Action Plan

Goal	Action	Assigned To	Resources	Timeline
Quarterly evaluation of the student survey	Prepare reporting of the student services satisfaction and present at the quarterly IAIP executive meeting	Compliance Department	Internal Software System (Monday)	July, October, January, April
Annual Employee Survey Evaluation	Complete Annual Survey to all faculty and staff annually	Compliance Department	Internal Software System (Monday)	January, Annually

Faculty and Staff Development Assessment

Introduction

It is Intellectual Point's commitment to adhere to ACCSC standards for Faculty Qualifications as per the Standards of Accreditation Manual:

1. The faculty must be sufficient in number to serve the number of students enrolled and must maintain a satisfactory working relationship with students.
2. Faculty members must be certified or licensed where required by law.
3. Faculty members must have appropriate qualifications and be able to teach in a manner that permits announced educational objectives to be achieved. All faculty must be able to demonstrate a command of theory and practice, contemporary knowledge, and continuing study in their field.

4. Faculty members must have received training in instructional methods and teaching skills or be experienced teachers. Should a school hire a faculty member without prior training or experience, the school must provide training before the faculty member assumes primary instructional responsibilities in any classroom, curriculum, laboratory, or program-related training. A school's faculty must engage in ongoing development of teaching skills as part of its plan for faculty improvement.

The school may provide its own faculty training using in-house resources or utilize resources outside the institution. In either case, teacher training shall include such elements as: formal education; workshops/seminars presented by an appropriate individual focusing on areas related to instructional methods and teaching skill development; or formal in-house mentoring programs with appropriately qualified and experienced faculty.

5. Faculty teaching technical and occupationally related courses in either non-degree or occupational associate degree programs must have a minimum of three years of related practical work experience in the subject area(s) taught.
6. The terms "verify prior work experience" and "maintain documentation of academic credentials" of all faculty members and administrators in Section III (A)(4), Substantive Standards, Standards of Accreditation, means that the school has a documented process to demonstrate that the school:
 - a. Has secured from previous employers written or verbal verification of prior work experience when prior work experience is a qualification requirement and/or
 - b. Has secured and keeps on file academic transcripts when an academic credential is a qualification requirement.

Goals and Benchmarks

1. Faculty Professional Development (8 hours) – technical training for a particular area of instruction.
2. Professional Development for Faculty (8 hours) – methodology training for instruction.
3. Management Professional Development – 8 hours annually
4. Staff Professional Development – 8 hours annually

Annual Assessment

Assessment Tool	Performance Criteria	Assessment Results	Criteria Met?
Staff Development Tracking	Ensure Hours met annually by faculty and staff	Executive Management Training met. Staff and Faculty Development Training in process and ongoing. Criteria to be met by year end 2025	Pending Completion

Analysis and Conclusion

Staff and Faculty development is an ongoing process. The executive management team has completed their annual training requirements. Faculty and Staff are going with a schedule to complete by the end of year for all staff and faculty. PAC committee member, Dr. McDaris, offered to assist Compliance Department with development of additional Professional Development training.

Action Plan

Goal	Action	Assigned To	Resources	Timeline
Review and Update Faculty staff quarterly on progress on professional development	Submit notifications to faculty and staff of professional development	Compliance Department	Monday Board	Quarterly Meeting Months as scheduled
	Present status at quarterly IAIP meeting	Compliance Department	Monday Board and Staff Production	Quarterly Meeting as scheduled
Professional Development Training	Create Professional Development Series for Faculty and Staff	Compliance & PAC member - John McDaris	PowerPoint Quiz System	Ongoing beginning August 5, 2025

Educational Program Curricula Assessment

Introduction

The academic program is reviewed on an annual basis by the Academic Department. The Director of Education presents the results of this evaluation at one of the Institutional Assessment and Improvement meetings. The review is documented in the corresponding meeting minutes.

Criteria for annual program evaluations:

- Appropriateness and adequacy of the program objectives
- Alignment of program objectives with Intellectual Point's mission statement
- Appropriateness of program length
- Appropriateness of curriculum content (including general academic education or applied general education as appropriate)
- Appropriateness of learning resources
- Adequacy of facilities
- Adequacy of equipment
- Student graduation outcomes
- Graduate employment outcomes

Goals and Benchmarks

1. Conduct Annual Program Review by PAC members
2. Conduct Annual Program Review by faculty members
3. Collect Student Feedback through Surveys
4. Collect Graduate Feedback through Surveys

Annual Assessment

Assessment Tool	Performance Criteria	Assessment Results	Criteria Met?
Meeting - Faculty	Evaluate educational program curricula against ACCSC standards based on table.	Feedback from the program review by faculty as per review template and the meeting.	Meeting to be scheduled week of July 21, 2025
Meeting - PAC	Evaluate educational program curricula against ACCSC standards based on table.	Feedback from the program review by PAC as per review template and the meeting.	Meeting Scheduled July 15-17, 2025

Analysis and Conclusion

Feedback from PAC review positive. All participants contributed to the added value of the curriculum as well as delivery method and schedules as a positive approach to funding.

Action Plan

Goal	Action	Assigned To	Resources	Timeline
Positive Consensus on the appropriateness of programs offered	Conduct Surveys of all populations to determine appropriateness of the programs offered	Compliance Department	Monday internal System	Ongoing
Evaluation of Programs against current market trends and job analysis	Review programs against market projections and trends	Executive Leadership	Annually DoL Statistics	Each fiscal Year – March
Implementation of actions based on PAC and Faculty Proposals	Subsequent to the meetings, implement actions based on recommendations of the attendees	Executive Leadership	Annually Committee Meeting Minutes	Ongoing

Learning Resources System Assessment

Introduction

It is Intellectual Point's commitment to adhere to The Accrediting Commission of Career Schools and Colleges (ACCSC) standards for the Learning Resource System, as per the latest Standards of Accreditation Manual:

A learning resource system includes all materials that support a student's educational experience and enhance a school's educational program such as libraries; texts; electronic resources; learning resource laboratories and centers; library consortia and interlibrary loan agreements; computers; internet access; research databases; and other similar resources and equipment. Necessary elements of a school's learning resource system follow.

1. A school's learning resource system must include materials commensurate with the level of education provided and appropriate to the courses of study in sufficient quantity and scope to meet the educational objectives of each program and include such elements as: relevant and current texts and periodicals; research journals and databases; standard works of reference; multi-media and/or electronic resources; electronic library resource technologies; and other resource materials necessary to adequately serve the student body.
2. The learning resource system can be centralized or decentralized in organization but resources must be easily and readily accessible to students and faculty during and beyond classroom hours, regardless of location or means of delivery.
3. Use of the learning resource system materials must be integrated into a school's curriculum and program requirements as a mechanism to enhance the educational process and to facilitate positive learning outcomes for students.
4. A school's learning resource system must be managed by qualified school personnel with sufficient experience to provide oversight and supervision. Schools that offer a baccalaureate degree or higher must have a learning resource system coordinated by an individual holding a Master's degree in either the library science or information specialist fields.
5. Qualified school personnel orient, train, and assist students and faculty in the use of the learning resource system in a manner that supports learning objectives.
6. A school must have written policies and procedures for the ongoing development of its learning resource system as part of its institutional improvement program. A school must demonstrate sufficient support and budgetary allocations for the learning resource system.
7. In any case, it remains the responsibility of the school to ensure that its student body is adequately served and has ready access to sufficient and appropriate learning resource materials in compliance with these standards.

Goals and Benchmarks

1. Ensure a qualified Learning Resource Center Coordinator is in place and maintains the LRC.
2. Ensure LRC meets the needs of the student population as determined by student surveys.
3. Include in orientation the student review of the learning resource system and resources available.

Annual Assessment

Assessment Tool	Performance Criteria	Assessment Results	Criteria Met?	Assessment Tool
Staffing	LRC staffed by a qualified individual	LRC is online resource managed by Sr VP Software Engineering	Yes	Staffing
Orientation	Orientation completed by Admissions Staff includes overview of the learning resources available to the student	Orientation is completed for all students enrolling in a program	Yes	Orientation
Survey	Survey results in minimum of 80% satisfaction with the LRC	Student survey resulted with 93.9% satisfaction with the LRC	Yes	Survey
Faculty Meeting Feedback	Faculty meeting minutes and feedback survey show positive outcomes as it relates to the LRC and student resources	Assessment pending for Faculty Meeting once completed.	Faculty Meeting scheduled week of July 21st	Faculty Meeting Feedback
PAC Meeting Feedback	PAC Meeting minutes and feedback survey show positive outcomes as it relates to the LRC and student resources	Assessment pending PAC Committee Meeting completion.	PAC meeting scheduled July 15 and 17th	PAC Meeting Feedback

Analysis and Conclusion

Students are satisfied with the academic resources made available. Based upon the completion rate from the program, it appears that the resources are satisfactory for student success in the programs of study.

Faculty and PAC Meeting resulted in no questions regarding the technology but comments that the facility is more than adequate for the training programs provided. PAC committee

members were impressed with the facilities including the faculty systems. Feedback positive with the advanced technology.

Action Plan

Goal	Action	Assigned To	Resources	Timeline
Quarterly Reporting of LRC inventory	Quarterly Reporting of LRC resources and inventory	LRC Coordinator	School LRC Inventory	July, October, January, April

Equipment & Supporting Materials Assessment

Introduction

The following inventories are conducted annually and presented at the Faculty Annual Program Evaluation, annual Program Advisory Committee meeting, and at one of the Institutional Assessment and Improvement meetings:

- Technical Infrastructure
- Software
- Applications
- Contracts and Services (including maintenance and warranties)

Suggestions and improvements are taken into consideration and decisions made as appropriate for disposal, replacements, and or purchases.

Goals and Benchmarks

Look at policy and requirements of inventory.

1. Annual Inventory of equipment and supplies for operations - Academics
2. Annual Inventory of equipment and supplies for operations - LRC
3. Annual Inventory of equipment and supplies for operations - Administration
4. Annual Inventory of equipment and supplies for operations – Technical Infrastructure

Annual Assessment

Assessment Tool	Performance Criteria	Assessment Results	Criteria Met
Equipment Inventory	School Equipment Inventory competed annually with quarterly updates	Review in progress and scheduled to be completed by the end of month.	Pending completion by July 31, 2025

Analysis and Conclusion

The student survey provides satisfactory school equipment for successful operations of the school. While below the benchmark, there were comments from students that did not feel they could appropriately answer the question since they were remote students. With such a

large distance learning population, there was a high percentage of respondents (over 20%) who did not feel they could adequately answer this question on the survey.

Faculty, Staff, and PAC committee reviews are pending and will be provided once their review is completed.

Action Plan

Goal	Action	Assigned To	Resources	Timeline
Annual inventory for equipment and supplies for operations	Final inventory Update of Inventory to be completed by	Quality Assurance and Development Team	Inventory Supply List	Annually in July
Quarterly Inventory Update of Supplies and Materials	Quarterly review of inventory to maintain annual supply updates	Quality Assurance and Development Team	Inventory Supply List	Revisions November, January, and April
Survey Completion with 80% satisfaction with Equipment	Submit Surveys to Graduates, Students, Faculty, and PAC based upon committee timeframe	Compliance Department	Monday Board	Submitted with standard surveys

Facility Assessment

Introduction

The Intellectual Point main corporate office is located at 46175 Westlake Drive, Suite 250, Sterling, VA 20165. Hours of operation are from 8 am to 11 pm. All classrooms are furnished with the latest state-of-the art equipment and furniture. Dedicated Power, High Speed WiFi, & Coffee are available to students at no additional cost.

Intellectual Point is a smoke-free environment. For those that smoke, designated smoking areas are located outside our training facilities.

The following is a full accounting of the school's facility as of May 1, 2025.

The facility occupies approximately 6,400 square feet of space and is in the heart of Northern Virginia and the Dulles Corridor, with ample parking for students, and is compliant with Section 504 of the Rehabilitation Act, with ADA accessibility.



Campus Address	46175 Westlake Drive, Sterling, VA 20165
Total Square Footage	6,500 Sq. Ft.
Number of Classrooms	3 Classrooms
Stations in Classroom (IAD1-A-C100)	32 Students
Stations in Classroom (IAD1-B-C100)	35 Students
Stations in Classroom (IAD1-B-C200)	10 Students
Testing Area Description	10 Testing Stations · Pearson VUE, Kryterion, & CLEP Authorized Testing Facility
Administrative Area Description	4 Enclosed Offices; 2 Kitchenette/Break Areas 1 Reception Area; 1 Studio Space

This campus consists of three full-time designated classrooms, wired for full audio-visual technology for distance learning and instructor interaction with students on campus and off campus, irrespective of the instructor's location;

Goals and Benchmarks

1. Permits are current and up to date.
2. Facility is compliant with zoning and fire department requirements
3. The student survey results in an 80% approval rate with the facility.
4. The PAC expresses satisfaction with the school facility.

Annual Assessment

Assessment Tool	Performance Criteria	Assessment Results	Criteria Met?
Permit Review	Permits are Currents/Not Expired	School has all operational permits and facilities up to date with requirements	Yes
Fire Inspection/Evaluation Current	Documentation that is currently on inspection.	Fire inspection up to date and complies with state and county requirements for operations	Yes
Student Survey	Standard survey comment	Student satisfaction with the facility exceeds the threshold when accounting for non responses due to online enrollments	Yes

Employee Survey	Standard survey comment	Employee Survey pending completion	Pending completion January
PAC Member Survey	Standard survey comment	Pending PAC Member Meeting	Pending Committee Meeting
PAC Member Feedback from meeting	Feedback from meeting to be included (suggestions/recommendations)	Pending PAC Member Meeting	Pending Committee Meeting

Analysis and Conclusion

Student survey results in satisfaction of the school facility exceeding minimum standards. Pending review by staff, faculty, and PAC committee members.

Action Plan

Goal	Action	Assigned To	Resources	Timeline
Based on results, what is needed	Pending full assessment	SVP Software Engineering, Chief Operating Officer	Survey Results, Inventory	Ongoing
Quarterly Presentation Follow Up	Pending reviews and assessments	Compliance Department	Survey	July, October, January, April

Student Achievement Outcomes Assessment

Information

Intellectual Point's student achievement as identified in the graduation and tracking plan has the purpose of ensuring annual satisfactory graduation and employment rates for all the institution's programs. Graduation and placement rates are monitored on a quarterly basis, and any needed adjustments are made to operations and academics in order to maintain satisfactory rates with all regulatory agencies.

Goals and Benchmarks

The accreditation benchmarks are based upon the length of the program in months, as identified below:

Program Length in Months	Graduation Benchmarks	Placement Benchmarks
1-3	84%	70%
4-6	73%	70%
7-9	70%	70%

Annual Assessment

The assessments have been based on the following performance metrics:

Program	Period Start	Period End	Mon(s)	Grad Actual	Employment Rate Actual	Employment Rate w/ non-grad
Artificial Intelligence & Machine Learning Pathway	7-2023	6-2024	6	81%	76%	79%
Cloud Architect Pathway	12-2023	11-2024	2	87%	75%	78%
Cyber Security Expert Pathway	9-2023	8-2024	4	86%	84%	85%
Cyber Warrior Pathway	11-2023	10-2024	3	78%	80%	83%
DevOps Pathway	11-2023	10-2024	3	70%	83%	87%
Help Desk Pathway	9-2023	8-2024	4	65%	75%	81%
Network Administration Pathway	9-2023	8-2024	4	84%	82%	84%
Systems Administration Pathway	12-2023	11-2024	2	100%	0%	0%
AWS Certified Solutions Architect - Associate	2-2024	1-2025	1	100%	75%	75%
Certified Entry-Level Python Programming (PCEP)	2-2024	1-2025	1	100%	50%	50%
Certified Ethical Hacker (CEH)	2-2024	1-2025	1	100%	62%	62%
Certified Information Systems Security Professional (CISSP)	2-2024	1-2025	1	100%	71%	71%
Cisco Certified Network Associate	2-2024	1-2025	1	98%	85%	85%
CompTIA CySA+	2-2024	1-2025	1	96%	76%	76%
CompTIA Security+	2-2024	1-2025	1	100%	75%	75%
CompTIA SecurityX	2-2024	1-2025	1	100%	67%	67%
ITIL Foundation	2-2024	1-2025	1	100%	37%	37%
Splunk Core Certified Power User	2-2024	1-2025	1	100%	75%	75%

Assessment Tool	Performance Criteria	Assessment Results	Criteria Met?
Graduate Placement Tracking	Completion of the program based on program length as identified. 1-3 months: 84% 4-6 months: 73% 7-9 months: 60%	While overall the placement rates exceed the projected goals for Fiscal year, on a programmatic level the reporting shows below marks for some of the graduation rates. The reporting period for Placement does not match the FY reporting, which changes the numbers.	Yes for all but 2 programs
Placement Rate	Placement Rate of 70% for verified employment in field	At this time the programs are at mark with the exception of five programs.	Yes for all but 5 programs

Analysis and Conclusion

In the thorough review of the calculations, it has been determined that placement rates have been challenging for documentation purposes. In order to comply with Accreditation requirements, the process of graduation and placement have been modified to integrate Admissions into the process to capture pre-employed students who are seeking coursework to sustain their current employment in addition to those seeking new employment.

The overall calculations present as valid currently without validation. Third Party Validation has begun at the time of the submission and will be continued through the month of August for documentation purposes.

Action Plan

Goal	Action	Assigned To	Resources	Timeline
Increase satisfactory graduation and placement to ACCSC standards	Preparation of reports for teams and quarterly meeting	Compliance Department	Internal Tracking System (Monday), Employment Verification	July, October, January, April
Quarterly reporting on status on ACCSC placement charts for updated review of benchmarks	Preparation of reports for annual meeting	Compliance Department	ACCSC Employment Verification Report	July, October, January, April

Distance Education Assessment

Introduction

Intellectual Point assesses annually content delivered through distance education in order to ensure the school achieves the quality standards as set by regulatory agencies. These areas of assessment include the following:

1. The education platform,
2. Distance Education Delivery methods,
3. The processes and procedures associated with distance education
4. The technical infrastructure to support distance education training

Annual Assessment

Assessment Tool	Performance Criteria	Assessment Results	Criteria Met?
Feedback from PAC meeting	Positive feedback and assessment as determined by the PAC members as documented in the meeting minutes from the Annual PAC program review.	Awaiting response from initial PAC Meeting	Will be determined after initial meeting

Feedback from Faculty Meeting	Positive feedback and assessment as determined by the Meeting Minutes from the faculty annual program review.	Awaiting feedback from initial faculty meeting	Will be determined after initial meeting
Student Survey	Student response 80% agree to assessment of Distance Learning.	Student feedback shows satisfaction with distance education	Yes
Graduate Survey	Student response 80% agree to assessment of Distance Learning.	Student feedback shows satisfaction with distance education	Yes

Analysis and Conclusion

The primary training methodology for the past three years has been online/distance education. Based on performance metrics and student response surveys, the distance education program has been sufficient and successful for meeting the mission and vision of Intellectual Point.

PAC member feedback positive for online enrollment. PAC committee expressed they were impressed with the innovative schedule including the opportunity for weekends only classes. Feedback that this schedule is hard to find anywhere else, which makes the Intellectual Point programs stand out to customers, especially the working force. Encouraged more marketing targeting this information in the future to build the program participation.

Action Plan

Goal	Action	Assigned To	Resources	Timeline
Quarterly updates based on feedback and specific information from meetings	Present follow-up and feedback and or modifications made as result	TBD	TBD	Quarterly Meetings – July, October, January, April
Quarterly Survey Reviews	Present in quarterly meeting anything that comes up in the surveys	Compliance Department	Survey	Quarterly Meetings – July, October, January, April

Action Plan Follow Ups

Mission Assessment Action Plan Follow-Ups

Goal	Action	Assigned To	Resources	Timeline
Increase Placement Rates	Obtain Employment Validation for pre-enrolled in field staff	Career Services Department	Employment Validation Form; Internal Software System (Monday)	Ongoing
Increase Placement Rates	Obtain Pre-Enrollment forms at Admissions	Enrollment Department	Employment Validation Form; Internal Software System (Monday)	Ongoing
Increase Employment Validation	Update system for tracking employment information to include short programs and updated field	Development Services	Reporting Tool - Internal Software System (Monday)	August 1, 2025
Quarterly Review of Data and Placementhttps Rate Reporting	Data Analysis of updated reporting	SVP, Compliance	Reporting Tool – Internal Software System (Monday)	January, April, July, October
Survey release Schedule	Establish criteria to send out surveys to students for ongoing tracking of graduation and end of course surveys	SVP, Compliance	Survey Forms linked to website	Ongoing
Marketing Outreach Increase	Develop more marketing videos with focus on primary objectives of the school.	Marketing Department with Chief Academic Officer	Video Production, Linked In, Blogs, and Youtube	Ongoing

Fiscal Condition and Budget Action Plan Follow-Ups

Goal	Action	Assigned To	Resources	Timeline
2025 Annual Year Budget to stay in the black to meet ACCSC Benchmarks	Monitor budget to ensure positive outcome for Year	Chief Financial Officer and Chief Executive Officer	Budget Report, Financial Recordings	Ongoing

Maintain Budget to Actuals by limiting loss or overspending	Monitor budget to ensure actuals are staying within bounds	Chief Financial Officer	QuickBooks Management System	Monthly
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Administrative Policies and Procedures Action Plan Follow-Ups

Goal	Action	Assigned To	Resources	Timeline
Obtain positive employee survey results	Send Annual Employee Survey to all faculty and Staff	Compliance Department	Internal Software System (Monday)	January – Annual
Send 2024-2025 FY Graduate Survey	Send Survey to all students who completed a program in 2024-2025.	Compliance Department	Internal Software System (Monday) Email	August 1
Monthly Surveys to Student Completions	Send Survey to all students who complete a short program	Compliance Department	Internal Software System (Monday) Email	Monthly Ongoing
Quarterly Meeting with Executive Leadership	Review Policies and Procedures and status of IAIP	Compliance Department & Executive Leadership Team	IAIP, Internal Software System (Monday), Management, Email	January, April, July, October
Annual PAC Committee Meeting	Review all PAC Committee General Agenda	Compliance Department	IAIP, Internal Software System (Monday)	May-June, Annually

Student Services Action Plan Follow-Ups

Goal	Action	Assigned To	Resources	Timeline
Quarterly evaluation of the student survey	Prepare reporting of the student services satisfaction and present at the quarterly IAIP executive meeting	Compliance Department	Internal Software System (Monday)	July, October, January, April
Annual Employee Survey Evaluation	Complete Annual Survey to all faculty and staff annually	Compliance Department	Internal Software System (Monday)	January, Annually

Faculty and Staff Development Action Plan Follow-Ups

Goal	Action	Assigned To	Resources	Timeline
Review and Update Faculty staff quarterly on progress on professional development	Submit notifications to faculty and staff of professional development	Compliance Department	Monday Board	Quarterly Meeting Months as scheduled
	Present status at quarterly IAIP meeting	Compliance Department	Monday Board and Staff Production	Quarterly Meeting as scheduled
Development of additional professional development	Compliance to work with Dr. McDaris of PAC committee to create new content	Compliance Department	Presentation Tool, Zoom, PowerPoint, etc	Ongoing, beginning August 5, 2025.

Educational Program Curricula Action Plan Follow-Ups

Goal	Action	Assigned To	Resources	Timeline
Positive Consensus on the appropriateness of programs offered	Conduct Surveys of all populations to determine appropriateness of the programs offered	Compliance Department	Monday	Ongoing
Evaluation of Programs against current market trends and job analysis	Review programs against market projections and trends	Executive Leadership	Annually	Each fiscal Year – March
Implementation of actions based on PAC and Faculty Proposals	Subsequent to the meetings, implement actions based on recommendations of the attendees	Executive Leadership	Annually	Ongoing

Learning Resources System Action Plan Follow Ups

Goal	Action	Assigned To	Resources	Timeline
Quarterly Reporting of LRC inventory	Quarterly Reporting of LRC resources and inventory	LRC Coordinator	School LRC Inventory	July, October, January, April

Equipment and Supporting Materials Action Plan Follow-Ups

Goal	Action	Assigned To	Resources	Timeline
Annual inventory for equipment and supplies for operations	Final inventory Update of Inventory to be completed by	Quality Assurance and Development Team	Inventory Supply List	Annually in July

Quarterly Inventory Update of Supplies and Materials	Quarterly review of inventory to maintain annual supply updates	Quality Assurance and Development Team	Inventory Supply List	Revisions November, January, and April
Survey Completion with 80% satisfaction with Equipment	Submit Surveys to Graduates, Students, Faculty, and PAC based upon committee timeframe	Compliance Department	Monday Board	Submitted with standard surveys

Facility Assessment Action Plan Follow-Ups

Goal	Action	Assigned To	Resources	Timeline
Based on results, what is needed	Pending full assessment	SVP Software Engineering, Chief Operating Officer	Survey Results, Inventory	Ongoing
Quarterly Presentation Follow Up	Pending reviews and assessments	Compliance Department	Survey	July, October, January, April

Student Achievement Outcomes Action Plan Follow-Up

Goal	Action	Assigned To	Resources	Timeline
Increase satisfactory graduation and placement to ACCSC standards	Preparation of reports for teams and quarterly meeting	Compliance Department	Internal Tracking System (Monday), Employment Verification	July, October, January, April
Quarterly reporting on status on ACCSC placement charts for updated review of benchmarks	Preparation of reports for annual meeting	Compliance Department	ACCSC Employment Verification Report	July, October, January, April

Distance Education Action Plan Follow-Up

Goal	Action	Assigned To	Resources	Timeline
Quarterly updates based on feedback and specific information from meetings	Present follow-up and feedback and or modifications made as result	TBD	TBD	Quarterly Meetings – July, October, January, April
Quarterly Survey Reviews	Present in quarterly meeting anything that comes up in the surveys	Compliance Department	Survey	Quarterly Meetings – July, October, January, April