

**281—52.14(256) Nonaccredited schools.** Nonaccredited schools may have their programs considered for approval by filling out a written application, and an on-site inspection visit will be necessary to verify accuracy of submitted applications.

The written application referred to in this rule shall include the following information:

1. Name, address and telephone number of the school.
2. Names and qualifications of owners and managers of the school.
3. Statement concerning the date the school was established, and the period of time the school has been under the present management.
4. Statement as to the financial solvency of the school, and assurance that the school will continue operations for a considerable period of time.
5. Statement concerning the school's accreditation by any recognized accrediting agencies, if any.
6. Statement concerning present enrollment and maximum number of students proposed to be trained in the courses at one time.
7. Description of the physical plant of the school, giving the number and size of classrooms; type of heating, lighting and ventilation, blackboard space; number of toilets and lavatories; number and kinds of desks, tables, chairs and other school furniture; total floor space; and a listing of all available laboratory and classroom equipment.
8. Names and educational and experience qualifications of all instructors.
9. Statement of the educational prerequisite for each course.
10. Statement as to the exact title of the course and a specific description of the objective for which given.
11. Statement as to the length of the course(s) in weeks; number of hours school is in session per week.
12. A detailed curriculum showing subjects taught, type of work or skills to be learned, and approximate length of time to be spent on each.
13. Samples of permanent records kept by schools. Samples should include transcripts, progress, grading, conduct and other records kept by the school.
14. Statement as to tuition costs, and costs for required books, supplies and equipment.
15. Statement that school buildings meet local and state regulations concerning fire, safety, and health.