



October 3, 2016

SENT VIA E-MAIL AND OVERNIGHT DELIVERY

Ms. Julia Lowder
Executive Vice President
Computer Systems Institute
8930 Gross Point Road
Skokie, IL 60077

CSI-Accreditation@csinow.com

Subject: Review Board Decision to Remand Action to Council

Dear Ms. Lowder:

COMPUTER SYSTEMS INSTITUTE, GURNEE, ILLINOIS	ID CODE 00023493(MC)
COMPUTER SYSTEMS INSTITUTE, SKOKIE, ILLINOIS	ID CODE 00022181(BC)
COMPUTER SYSTEMS INSTITUTE, CHICAGO, ILLINOIS	ID CODE 00023489(BC)
COMPUTER SYSTEMS INSTITUTE, ELGIN, ILLINOIS	ID CODE 00039798(BC)
COMPUTER SYSTEMS INSTITUTE, LOMBARD, ILLINOIS	ID CODE 00023493(LS)
COMPUTER SYSTEMS INSTITUTE, CHARLESTON, MASSACHUSETTS	ID CODE 00022181(LS)
COMPUTER SYSTEMS INSTITUTE, WORCESTER, MASSACHUSETTS	ID CODE 00023493(LS)

Based on the decision of the Review Board to remand the action of the Accrediting Council for Independent Colleges and Schools (“Council”) to withdraw the accreditation of Computer Systems Institute (“Institution”) by suspension, the Council has reviewed the Board’s recommendations and directs the institution to provide the following information by **December 1, 2016**:

1. Evidence that each and every placement reported on the 2016 Campus Accountability Report (CAR), to be submitted on November 1, 2016, has been verified by a third party. The campus must provide, by **October 14, 2016**, at least three independent verification servicers which currently have no affiliation with the institution, one of which will be selected by ACICS for this purpose. Upon confirmation by ACICS, the third party service will obtain placement information from the campus to conduct its review, a report of which will be submitted directly to ACICS. In addition, the third party verification service will also conduct the following:
 - Graduate and employer satisfaction surveys for all placements reported on the 2016 CAR to evaluate the satisfaction of these stakeholders in the training, support, and services provided by the institution.
2. Evidence that the institution, at every campus, has designated at least one person on staff experienced and trained in counseling students on employment opportunities, and that the career services provided to students are appropriate for the institution’s admissions

standards; the size of its student population, consistent with the vocational classification of those students; and the means of communication with them. Documentation must include evidence that the individual assigned to this role has sufficient scheduled time and resources to provide the employment services needed by students, and include copies of signed data sheets with current work schedules, documentation to support academic or experiential qualifications, and materials to support the career services conducted (fairs, mock interviews, webinars, job boards, professional development sessions, etc.)

3. The Council also notes that in its September 23, 2016 testimony before the Review Board Panel, the institution stated that currently two campuses—Gurnee and Elgin—are “inactive.” Accordingly, the institution needs to provide a detailed explanation of the activity at these locations and whether any instruction or operations are currently occurring or plan to occur and must provide evidence of such. In addition, the institution must describe the timeline of events at these campuses and when the period of “inactivity” began and for what reason
4. The Council also notes that the institution has, by now, taught out all of its “career-based” programs. Therefore, the institution must explain all of the educational activity occurring at all of its locations. The institution must specifically provide current enrollment numbers for each program at each location and include a catalog that provides the program description for each of these locations.

Further, the institution is informed that the renewal of accreditation evaluation visit will take place in the January-February 2017 travel cycle for the April review cycle and its application materials must be submitted on or before **October 15, 2016**.

In accordance with Section 2-3-607, the institution’s appeal of the denial action will be finally disposed of when the Council takes final action on remand. This action will be taken at the December 2016 meeting.

Please contact Ms. Perliter Walters-Gilliam at (202) 336-6769 if you have any questions.

Sincerely,

A handwritten signature in black ink that reads "Roger J. Williams". The signature is written in a cursive style and is positioned to the right of a vertical line.

Roger J. Williams
Interim President and CEO

- c: Mr. Kenneth J. Ingram, Esq., Whiteford, Taylor & Preston (Kingram@wtplaw.com)
Ms. Yolanda Gallegos, Esq., Gallegos Legal Group (yolanda@gallegoslegalgroup.com)

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Ms. Cathy Sheffield, Accreditation and State Liaison, U.S. Department of Education
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Mr. Douglas Parrott, U.S. Department of Education, School Participation Team, Region
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Dr. Daniel Cullen, Illinois Board of Higher Education (Cullen@ibhe.org)

Ms. Perliter Walters-Gilliam, ACICS Associate Vice President (pwgilliam@acics.org)