## I:\Projects\Branding Committee\2 strategy_and_design_phase\JPG Logos\Excluding Tagline\AACSB-logo-primary-color-RGB.pngMentor Visit Report

Institution/academic unit being review:

Mentor name:

Date(s) of visit:

For reference, please review the *sample mentor visit schedule under Mentor Visit Documentation*  to learn what is typically covered in a mentor visit that is found on the mentor resource site: [here](https://aacsb.edu/about-us/volunteer/mentors).

Guidelines:

It is recommended for schools to submit the initial Self Evaluation Report (iSER) within the first year of the initial accreditation process. Therefore, it is advisable to schedule the mentor visit within the first eight months of your mentor assignment. As part of the peer review process, please submit this report to the Initial Accreditation Committee (see instructions at end of this report) after the mentor visit. Your feedback is an important aspect of the initial accreditation process and is valued.

Ideally, the mentor visit should cover these critical aspects of a visit: Gap Analysis of 2020 Standards, review if school adheres to the Guiding Principles, review the school’s scope of accreditation, and mentor guidance on the iSER.

1. **Visit Participants:**

Please identify the participants (e.g., position titles of the academic and administrative leadership of the school, faculty members, and students), or, attach sample meeting agenda/visit schedule.

1. **Key Areas of Focus During the Visit:**
2. Provide a summary of the key areas addressed during the visit:
3. Describe any challenges or potential barriers to accreditation as well as areas of commendation:
4. **To access the AACSB 2020 Accreditation Standards and Guiding Principles, click** [**here.**](https://aacsb.edu/accreditation/standards)

**Please provide your feedback on the school with respect to the AACSB guiding principles below.**

|  |  |
| --- | --- |
| GUIDING PRINCIPLES (1-10**)** | The school demonstrates adherence to the following guiding principle: Yes/No. If No, provide reasons |
|  |  |

1. **Please provide your feedback on the school with respect to the three areas of the standards below.**

|  |  |
| --- | --- |
| STRATEGIC MGMT. AND INNOVATION STANDARDS (1-3) | Comments and observations/ how school plans to address specific issues related to the standard(s) |
|  |  |
| LEARNER SUCCESS STANDARDS (4-7) | Comments and observations/ how school plans to address specific issues related to the standard(s) |
|  |  |
| THOUGHT LEADERSHIP, ENGAGEMENT, AND SOCIETAL IMPACT STANDARDS (8-9) | Comments and observations/ how school plans to address specific issues related to the standard(s) |
|  |  |

1. **Conclusion and Timeline:** summarize your initial overall assessment of the school and outline their planned timeline to proceed through the initial accreditation process (e.g. iSER submission, progress reporting, and estimated initial visit year)

The mentor visit report is submitted to [myAccreditation](https://myaccreditation.aacsb.edu/) for the Initial Accreditation Committee’s review. Please view this short tutorial on how to submit the report [here](mailto:here). Should you need further assistance, please contact [myAccreditation@aacsb.edu](mailto:myAccreditation@aacsb.edu).

Please note that the school does not have access to the report in myAccreditation. Sharing the report with the school is at the mentor’s discretion and should be done by email outside of myAccreditation.

**If you have any questions and would like to seek clarification from AACSB, please email the school’s accreditation staff liaison.**