



Undergraduate Certification Timeline

2025-2026 Review Year

Fall Round Dates

Color Coding Key
Dates Relevant to All Programs Going Through Review
Dates Relevant to Fall Round Programs Only
Dates Relevant to Fall Round Review Teams
Dates Relevant to Fall Round - All

Fall Round Date	Responsible Party	Activity
By January 6, 2025	AUPHA	AUPHA contacts Full undergraduate member programs due for renewal and interested Associate undergraduate programs regarding their intent to stand for certification.
By January 20, 2025	Programs	Programs notify AUPHA of their intent to stand for certification or request an extension, if eligible.
By January 27, 2025	AUPHA	AUPHA sends application, self-study guide, review fee invoice, and eligibility survey to programs intending to stand for certification.
By March 17, 2025	Programs	Programs complete and submit application, eligibility survey, and review fee to AUPHA.
By March 31, 2025	AUPHA	AUPHA notifies programs if they passed eligibility.
February 2025	AUPHA	Pre-certification webinar to review certification process.
April 2025	AUPHA	AUPHA puts out a call for volunteers to serve on review teams. Review teams are formed and vetted for conflicts of interest.
June 2025	AUPHA	AUPHA and UPC leadership approve review teams and chairs.
August 2025	AUPHA	Online reviewer training sessions. After training sessions, AUPHA provides Review Team Chairs with final report template.
By September 2, 2025	Programs	Programs submit self-study to AUPHA.
By September 9, 2025	AUPHA	AUPHA reviews self-studies and distributes copies to review teams.

September 2025	All	AUPHA works with Programs and Review Teams to schedule and organize virtual review panels.
By September 11, 2025	Review Teams	Review team chairs to make initial contact with program directors. Review teams begin review of self-study.
By October 1, 2025	Review Teams	Review team chairs request additional information from programs with copy to AUPHA.
By October 17, 2025	Programs	Programs respond with additional information requested.
By October 28, 2025	Review Team Chairs	Review team chairs contact programs (copied to AUPHA,) identifying specific issues for discussion during virtual review panel.
By November 3, 2025	Review Team Chairs	Review team chairs send initial draft of report to review team members.
November 10-21, 2025	All	Virtual review panels are held.
December 16, 2025	Programs/Review Teams	Programs provide review team and AUPHA with any additional information requested during virtual review panel. Review teams begin final efforts on report.
By January 6, 2026	Review Team Chairs	Review team chairs send draft reports to AUPHA for review. AUPHA forwards draft reports to independent reviewers.
By January 16, 2026	Independent Reviewers (Review Teams)	Independent Reviewers respond in writing to AUPHA with their findings. (Review teams are required to schedule a meeting between this date and the next deadline listed below to ensure availability in case Independent Reviewers have findings to discuss.)
By January 20, 2026	AUPHA	AUPHA reviews draft reports and forwards them to certifying programs for comment.
By January 29, 2026	AUPHA/Review Team Chairs	Programs respond in writing to AUPHA, correcting any factual errors and omissions in the report.
By February 2, 2026	AUPHA	AUPHA sends draft report to the Undergraduate Program Committee for final review.
By February 18, 2026	UPC/Review Team Chairs	UPC sends reports back to review team/AUPHA with any comments. Review team chairs make any final changes to report.



By March 5, 2026	Review Team Chairs	Review team chairs send final reports to AUPHA with recommended action.
March 2026	AUPHA Board/AUPHA	The AUPHA Board of Directors votes on recommendations. AUPHA staff notifies programs of Board's action after board meeting.
By January 25, 2028	Programs	If required, programs send interim report to AUPHA on any criteria deemed partially or not met.
By February 24, 2028	AUPHA/UPC	AUPHA and UPC leadership review interim reports and contact programs with results.