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# COMING TOGETHER TO ACHIEVE THE EXTRAORDINARY.

Delivering quality higher education in  
the field of Canadian management



**CIM** | **CHARTERED**  
MANAGERS CANADA



# WHAT IS THE CIM ACCREDITATION?

The CIM accreditation serves two fundamental goals: to ensure quality assurance of programs and to advance continuous improvement. In serving these goals sound accreditation is principled upon assurances about a programs' conformity to discernible standards in higher education.

CIM accredited business programs demonstrate a high level of competency in business education and directly embody the standards of business and management that graduates of these accredited programs gain. Students of CIM accredited programs will demonstrate readiness to start a rewarding career as managers or business leaders in a wide range of related disciplines.

# PRINCIPLES OF THE CIM ACCREDITATION

- 1 A program has clearly defined suitable objectives and upholds the conditions under which these objectives can best be achieved
- 2 Expert external consultation was sought as a means for demonstrating relevancy and currency of program and benchmarking programs against standards for business
- 3 The institution has undergone explicit activities directed at fortifying quality during the development of programs
- 4 Educational learning activities ensure students' demonstrate competencies, skills and abilities for entering a management profession
- 5 There is a consistent application of benchmarks that guard against encroachments
- 6 The institution practices a cycle of continuous self and peer analysis and evaluation

# FAQ'S

## **How will accreditation improve market position?**

A CIM accredited program will validate the experience required to respond to the demanding needs of current day professional practice in business and management, and can elevate an institution's position as being a premiere provider of quality education in business and management. CIM accredited programs will provide institutions with a brand value that recognizes the practice of management as a professional class of worker, instilled with the competencies to create successful organizations. Accreditation also provides exclusive access to the C.I.M. and Chartered Manager professional designations available only through this institute.

## **Why should an institution accredit its program?**

One of the foremost challenges facing higher education in today's competitive market is producing education that is responsive to market demands of present day. An accreditation from CIM will communicate a programs' compliance with standards as defined by the latest knowledge and practice in the field of business and management. A CIM accreditation demonstrates an institutions commitment to continual improvement which is necessary for ongoing total quality management. Exemption from the 2 year work experience will also be offered only through accredited programs which can help eligible students acquire their C.I.M designation with their academic degree.

## **What value does accreditation represent to students and families?**

A CIM accreditation underscores the legitimacy of a program as being the most optimal consideration when making decisions, and investing in an education in business and management. Graduating from a CIM program best insures preparedness for employment as a marketable facet to employers. Students who enroll in a CIM accredited program do not have to pay course equivalency transfer fees which can lead to 100's of dollars in savings. Only students from accredited programs can apply for the work experience exemption program to speed up the process to acquire their C.I.M. designation. Graduates of a CIM accredited program will also be eligible to apply for the CIM's prestigious Chartered Manager professional designation (C.I.M.), with national and international recognition.

## **Who should accredit?**

Any college or university that provides formal learning programs at the certificate, diploma or degree level in business and management can accredit. The program can be delivered through any recognized delivery arrangement such as classroom, online or hybrid deliveries.

# How To Apply

Visit [www.cim.ca/accreditation](http://www.cim.ca/accreditation) to apply today!

**Complete all 11 sections of the application form:**

- 1 Institution
- 2 Type of Institution
- 3 Type of Accreditation
- 4 Program Information
- 5 Program Delivery
- 6 Program Development and Renewal
- 7 Program Requirements
- 8 Instructional Credentials
- 9 Academic Administration
- 10 Statement of Verification
- 11 Course Information Table

A \$100 non-refundable administration fee is due with each application

# Fee Schedule

Fee Schedule	Description	Fee
<b>Administration fee</b>	This is a one-time non-refundable fee that must be paid upon the time of application	<b>\$100</b>
<b>Accreditation fee</b>	Fee to conduct the accreditation assessment that must be paid upon the time of application. This is a one-time fee, which covers the 5-year term accreditation.	<b>\$500</b>
<b>Reaccreditation fee</b>	Fee paid for the year 5 accreditation renewal. This is a one-time fee which also covers the 5-year accreditation renewal term.	<b>\$350</b>

The accreditation will not commence until fees have been received.  
Fees can be paid by credit card or sent by cheque to:

**Canadian Institute of Management**  
311 - 80 Bradford Street,  
Barrie, ON, L4N 6S7.

# The accreditation assessment is based on two components:

## Accreditation Criteria Rating

The effectiveness of the program as assessed and measured against the following 14 accreditation criteria:

1. Contact or credit hours
2. Maximum time allowable
3. Program vetting/peer review
4. Program plan
5. Evaluation methodologies
6. Learning objectives
7. Evaluation schedule
8. Success drivers
9. Admission requirements
10. Graduation requirements
11. Grade reporting
12. Passing requirements
13. Instructional credentials
14. Scope of instructional expertise

For more information and details of accreditation criteria required, please visit: [www.cim.ca/accreditation](http://www.cim.ca/accreditation)

## Management Competency Mapping

The ability of the program to deliver outcomes as assessed and measured against the 4 learning competencies required for the Chartered Manager professional designation:

1. General management knowledge, skills and abilities
2. Financial management knowledge, skills and abilities
3. Communicative knowledge, skills and abilities
4. Applied managerial knowledge, skills and abilities

For more information on the 4 learning competencies required, please visit: : [www.cim.ca/accreditation](http://www.cim.ca/accreditation)

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\*Assessment may take between 4-8 weeks.

The assessment is conducted by the Academic Dean who provides recommendation to the National Vice President of Education regarding an accredited status after a thorough review of the application and all accompanying documents. The National Vice President will provide notice of accreditation.

Accreditation may be withheld and granted "pending status" if improvements are needed as determined by the accreditation assessment process.

# Achieve Excellence

Students taking **accredited status** programs set paths to professional designations that are recognized worldwide because they are instilled with the foundation needed to be innovators in anticipating and servicing the needs of business and management in a globalized economy.

For programs and institutions, an **accredited status** demonstrates a commitment to delivering excellence and quality in higher education by providing programs that are relevant and current in the eyes of business and industry.

For policy makers and the worldwide economy, an **accredited status** is a statement of trust that graduates will be prepared to enter the workforce with the knowledge, skills and abilities as set by today's employers.

## 3 Easy Steps to Becoming Accredited

1. Complete the accreditation application
2. Pay all requisite accreditation assessment fees
3. Submit the completed application and all supporting dossiers

## APPLY NOW!

[www.cim.ca/accreditation](http://www.cim.ca/accreditation)

### Contact Information

Canadian Institute of Management  
Suite 311, 80 Bradford Street  
Barrie, Ontario L4N 6S7  
Phone: 1-705-725-8926  
Fax: 1-705-725-8196  
E-mail: [office@cim.ca](mailto:office@cim.ca)

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Twitter | @CIM\_National  
Facebook | <https://www.facebook.com/CanadianInstituteofManagement>