



ACCET Document 52 – Artificial Intelligence Guidelines

Rationale. The Accrediting Council for Continuing Education and Training (ACCET) recognizes the growing role of artificial intelligence (AI) technologies in higher education, workforce development, and accreditation processes. This policy establishes guidelines for the responsible, ethical, and transparent use of AI in ACCET’s accreditation activities to ensure integrity, fairness, and compliance with ACCET standards and federal recognition criteria.

Purpose. These guidelines ensure the confidentiality, integrity, security, and reliability of institutional reports and materials submitted, handled, and reviewed by ACCET to ensure fair and equitable outcomes of the review and accreditation process.

Principles. ACCET follows these core principles to guide the use of AI:

1. Accountability:

- AI tools may assist in analysis but may not replace human oversight. AI-generated analyses, reports, or recommendations must be reviewed and validated by qualified staff or evaluators prior to inclusion in accreditation determinations. Final decisions regarding accreditation status rest with human judgment and Commission collaboration and calibration.

2. Data Privacy and Security:

- Use of AI must comply with applicable data protection and confidentiality requirements, including those related to institutional data, student information, and proprietary materials.

3. Continuous Improvement:

- AI policies and procedures are to be periodically reviewed for performance, accuracy, and effectiveness as technology advances.

Institutional Requirements:

ACCET-accredited institutions and those seeking ACCET accreditation must:

- Implement internal policies and procedures related to the use of AI to align with the principles noted above;
- Provide documentation demonstrating the oversight of AI use when requested during the accreditation process.