



The mission of the American National Standards Institute (ANSI) is to enhance the global competitiveness of U.S. business and the American quality of life by promoting, facilitating, and ensuring the integrity of voluntary consensus standards and the related conformity assessment systems.

ANSI is a founding member of the International Accreditation Forum (IAF), the International Organization for Standardization (ISO), and, via the U.S. National Committee (USNC), the International Electrotechnical Commission (IEC). The Institute also participates in the activities of regional standardization and accreditation cooperatives such as the Pacific Accreditation Cooperation (PAC).

ANSI offers a number of accreditation programs. Accreditation provides public notification that an organization or program meets standards of quality and has demonstrated its competence to carry out specific tasks and functions.

MORE INFORMATION

For more information on ANSI-CAP and the application process for accreditation, please contact:

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certificate
 accreditation
 program
 (ANSI-CAP)

American National
 Standards Institute



Thousands upon thousands of certificates are issued to American workers each year in a broad range of disciplines. But with a lack of nationwide regulation, oversight, or monitoring consistently applied to all education and/or training bodies that offer certificates, and no nationally recognized set of criteria to evaluate the quality of these programs, consumers are unclear about the meaning of certificates. Specific guidelines are needed to differentiate among certificate programs with varying levels of rigor, and to determine how they differ from personnel certifications.

In 2009, the American National Standards Institute launched a Certificate Accreditation Program (ANSI-CAP) to accredit organizations that issue a wide variety of education and training certificates to the U.S. workforce.

ANSI-CAP provides neutral, third-party attestation that a given certificate program meets an American National Standard and provides quality benchmarks for the design of future certificate programs. With this program in place, employers and workers alike will be able to tell that a certificate stands for something of value, helping to boost the overall quality of the American workforce.

ANSI Certificate Accreditation Program (ANSI-CAP)

Accreditation Process

Certificate programs will be evaluated for potential accreditation against the standard ASTM E2659-09, *Standard Practice for Certificate Programs*. This American National Standard developed by ASTM International was selected by the ANSI-CAP Accreditation Committee, a group of volunteer leaders who were chosen for their expertise in the field. By demonstrating compliance to this standard, certificate programs will further the development of a well-educated and qualified workforce.

ANSI-CAP will also follow the accreditation process outlined in the International Standard ISO/IEC 17011, *General Requirements for Accreditation Bodies Accrediting Conformity Assessment Bodies*. This process includes using specially trained assessors to review documents submitted by applicants against defined requirements, conduct on-site assessments of all applicants, and make recommendations to the ANSI-CAP Accreditation Committee that is responsible for making the accreditation decisions.



ANSI accreditation enhances the credibility and value of education and training certificates by attesting to the impartiality and competence of the assessing organization's processes, providing a significant distinction from unaccredited competitors.



Quality Assurance

ANSI-CAP helps strengthen confidence and promote best practices for organizations offering education and training

certificates – a significant step forward in assuring integrity and consistency.



Broad Acceptance

ANSI's worldwide recognition as the focal point for U.S. conformity assessment activities paves the way for widespread

recognition. Certificate programs that are accredited by ANSI comply with internationally recognized requirements and standards, increasing acceptance.



Continual Improvement

Through ANSI-CAP accreditation, organizations demonstrate their commitment to the

continual improvement of their certificate programs, helping to boost the confidence of consumers and employers who rely on education and training certificates nationwide.

ANSI-CAP Requirements

ASTM E2659-09, *Standard Practice for Certificate Programs* – This American National Standard is intended to:

- provide certificate program developers and certificate issuers guidelines for quality program development and administration;
- form the foundation for a recognition or accreditation system or both that enable consumers, employers, government agencies, and others who rely upon a skilled workforce to distinguish between qualified workers and those with fraudulent or less-than-quality credentials;
- assist stakeholders in differentiating between certificate programs from personnel certification; and
- help stakeholders to differentiate certificate programs from other programs that confer certificates, including but not limited to certificates of attendance or certificates of participation.

ISO/IEC 17011, *General Requirements for Accreditation Bodies Accrediting Conformity Assessment Bodies* – This International Standard specifies general requirements for the competence and reliability of accreditation bodies assessing and accrediting conformity assessment bodies. It is also appropriate as a requirements document for the peer evaluation process for mutual recognition arrangements between accreditation bodies.

As a founding member of the International Accreditation Forum, ANSI is proud to fulfill the requirements of ISO/IEC 17011 for the Institute's full range of accreditation services.

competence impartiality integrity

These principles are the foundation of a system built to provide industry, government, and consumers with confidence that the organizations, products, and services we depend on every day meet a set of defined characteristics.

As an independent, third-party accreditation body, ANSI plays a key role in this system – boosting confidence, promoting best practices, and enhancing quality and safety.