



Illinois State Board of Education

Nonpublic School Recognition Visit Information for School Administrators

School Year 2025-26

Equity • Quality • Collaboration • Community

Agenda

- Overview of a Visit
- Visit Scheduling
- Preparing for Your Visit
- Post-visit Procedure
- Walkthrough of Evaluation Instrument
- Questions and Contact Information

Overview of a Visit

Types of visits

- Initial Recognition – First-time applicants
- Recognition Renewal – Every 5 years

Visit length

- Between 2 to 4 hours

Overview of a Visit

Visit objective

- Demonstration of compliance through evidence:
 - Evidence can include policy manuals, signed forms, student/staff files, interviews, and more.
- Not a “gotcha” exercise.

Recognition status assignment

- Fully Recognized
- Recognition Pending Further Review
- Probation
- Nonrecognized



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Visit Scheduling

Initial and Renewal Recognition Visits

- ISBE and ROEs/ISCs will be coordinating visits.
- Please wait to be contacted as your local ROE/ISC may not be doing the visit.
- If you are not contacted by Jan. 30, email sparrott@isbe.net for assistance.

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Preparing for your Visit

- Complete a self-evaluation using the [Evaluation Instrument](#).
- Look over [the Glossary](#).

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- ~~Overview of a Visit~~
- ~~Changes due to COVID-19 Pandemic~~
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Post-visit Procedure

- Go over any items marked “No” with your reviewer.
- Try to address all issues within 30 days of the time you get a copy of the report.
- Input the results of your visit in the IWAS system titled **Nonpublic Registration and Recognition Renewal**.

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Walk-through of Evaluation Instrument

File Links - www.isbe.net/nonpublicprograms

- Box 4 – “Show me a list of all forms and links by category”
 - **Recognition**
 - [Evaluation Instrument](#)
 - [Glossary](#)



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Questions and Contact Information

- Questions about the Evaluation Instrument are likely answered in the Glossary. Please check there first.
- Team leaders or school administrators can contact sparrott@isbe.net for assistance.
- The nonpublic website also has answers to many questions.