The goal of my project was to begin the process of accreditation through Christian Schools International. The process as outlined by CSI has four phases. In this first year, I wanted to complete the first phase and finish documentation for two of the four standard categories in the school's self-evaluation which is the second phase.

To accomplish this we formed an accreditation committee and worked on compiling the required information.

North Hills is a growing Young-5’s-12 Christian and classical school of 80 students located on the northeast side of Grand Rapids, MI.

Our first step was to complete the application and pay the required fee to become a candidate for accreditation with CSI.

After our candidacy was approved, we formed a committee to begin the school's self-evaluation process.

The next step was to begin compiling the necessary documents for the categories given by CSI (Community, Staff, Students, and Curriculum).

Most of these documents were already in existence or needed some modification. Some of these documents had to be created.

The final result will be a large notebook containing all the required documentation. The visiting accreditation team will use this notebook as an important part of their evaluation process.

We were able to complete the application and achieve candidacy status by December of 2008.

The process of compiling the required information for the visiting accreditation team has helped us to realize that our documentation, policies, and procedures need to be more comprehensive and systematic.