



Excellence in Assessment Checklist

Submitting institution is a degree-granting, accredited institution of higher education (Schools/Colleges within an institution are not eligible to apply)

Application Narrative:

Is no longer than 3,000 words (*Note: Tables and/or figures included in the process narrative count toward the 3,000 word limit. Items 1-3 on pg. 6 of the Application Packet (Letter from Senior Leadership, Institutional Contacts Form, and Annotated Overview of Individuals and Groups Engaged in Assessment) do not count toward the 3,000 word limit.*)

Includes letter from Senior Leadership

Includes completed Institutional Contacts Form

Includes an overview of individuals and groups engaged in assessment activities across the institution that is no more than two pages

Inclusion of one or more links in each section (*Note: Reviewers will be required to visit no more than three links in any section.*)

The narrative is written for an audience unfamiliar with the institution and its processes and practices

The narrative clearly states why the institution engages in the processes and practices shared in the application, as opposed to simply listing that they are occurring

Is submitted to niloa@education.illinois.edu by May 1, 2020 (*Note: You should receive confirmation once it's received. If not, please follow-up*)