



July 29, 2014

Ms. Elisabeth Eatman, NKBA Program Coordinator
MT. SAN ANTONIO COLLEGE
1100 North Grand Avenue
Interior Design/Home Economics Department
Walnut CA 91789

Dear Ms. Eatman,

Congratulations to you, your faculty, and Mt. San Antonio College for attaining **NKBA Accredited Program Status** for the *A.A.S Interior Design – Kitchen and Bath Design* and *Kitchen and Bath Design Certificate*. The NKBA would like to commend you and your associates for creating a curriculum that allows your students to develop into the finest professionals in the kitchen and bath industry. The Association appreciates the effort that each person has given.

Margaret Krohn, NKBA Peer Evaluator, reviewed the documentation submitted for re-accreditation to fulfill the requirements and meet the Action Items presented on the Body of Knowledge form. Ms. Krohn prepared the enclosed *Accreditation Report* based on her review. Please reference this report for their findings, decision, and recommendations for your program. A copy of the *The Body of Knowledge* findings is also enclosed.

Sign and return the enclosed *Confirmation Receipt* as soon as possible. The *Confirmation Receipt* further explains your role as Program Coordinator and your signature confirms your agreement and understanding of the annual requirements to maintain your Accredited Program status, as well as other ongoing activities. Keep a copy for your records.

As an **NKBA Accredited Program**, it is a *requirement* to publish a statement of partnership and an example of career path certification for the kitchen and bath industry. Included are *published statement of partnership* examples and an example of a career path certification description. Use the NKBA Accredited Program logo in all printed and/or electronic references to your accredited kitchen and bath design curriculum. Electronic copies of the logo are available on our website, www.nkba.org.

As an **NKBA Accredited Program Coordinator**, you are responsible for communication with NKBA National and your local NKBA Chapter VP – Academic Relations. They communicate with nearby educational institutions to provide advice and guidance and to work with Program Coordinators to ensure successful course programs and chapter affiliations.

Your NKBA *Certificate of Accreditation* is enclosed; this certificate can be presented at an *NKBA Accreditation Ceremony*. Please contact Jennifer Cookson, CKD, CBD, and NKBA Southern California Chapter VP - Academic Relations for assistance in arranging the accreditation ceremony. Notify the NKBA College and Student Engagement Department of your ceremony date and arrangements. Refer to the enclosed *Accreditation Ceremony* document for more information and ideas regarding the Accreditation Ceremony.

In addition to communicating with an NKBA local chapter, you are responsible for all correspondence and communication with the NKBA College and Student Engagement Department. Additional responsibilities include participation in our Fall and Spring Webinars, submitting annual fees, requirements and *Graduation Verification Forms*, and attending *KBIS Educators' Forum* at least once every three years.

Sign in to the **Member Center** at www.nkba.org and click **FOR NKBA EDUCATORS** to learn more about the accreditation program and NKBA, in general, and find answers to your questions. The new *Supported and Accredited Programs eGuide* is there for your convenient reference, as well as links to helpful checklists for supported and accredited programs and required forms.

We also provide online communication avenues at www.nkba.org, case@nkba.org, Yammer NKBA Virtual Educators' Forum, Facebook for NKBA and NKBA Stars, and Twitter at #nkbase.

As your students complete the accredited program, including the 160-hour internship in the kitchen and bath industry, they may qualify to sit for the AKBD certification exam. The graduating student is required to submit a completed *NKBA Accredited Program – Graduation Verification Form*, reviewed, and signed by you, within six months of their graduation date. A copy of this form is included herewith and is available online.

The NKBA offers you, your educational institution, and your students many valuable benefits, one of which is the gift of knowledge. Educators can pursue Professional Development Courses through the NKBA or by attending courses in conjunction with KBIS, to further their knowledge and credentials. The current course schedule is online at www.nkba.org, under **LEARN** or **NKBA University**.

Congratulations! We look forward to many years of successful accreditation with Mt. San Antonio College and its NKBA Accredited Program for A.A.S. Interior Design – Kitchen and Bath Design, and Kitchen and Bath Design Certificate.

Best wishes,



Amy M. Castillo, Manager
College and Student Engagement

C/No Enclosures: Dr. W. Scroggins, Mt. SAC President and CEO ✓
Joumana McGowan, Ed.D., Business Division Dean
Richard Patterson, Associate Dean
Niki Tran, Faculty
Jennifer Cookson, NKBA Southern California Chapter VP-Academic Relations
Margaret Krohn, CKD, ASID, NCIDQ, NKBA Peer Evaluator

Enclosures:

1. Accreditation Letter
2. Body of Knowledge Assessment
3. Evaluator Verification Report
4. Confirmation Receipt
5. Certificate of Accreditation
6. Accreditation Ceremony
7. Statement of Partnership/Career Path Certification Description
8. Graduation Verification Form