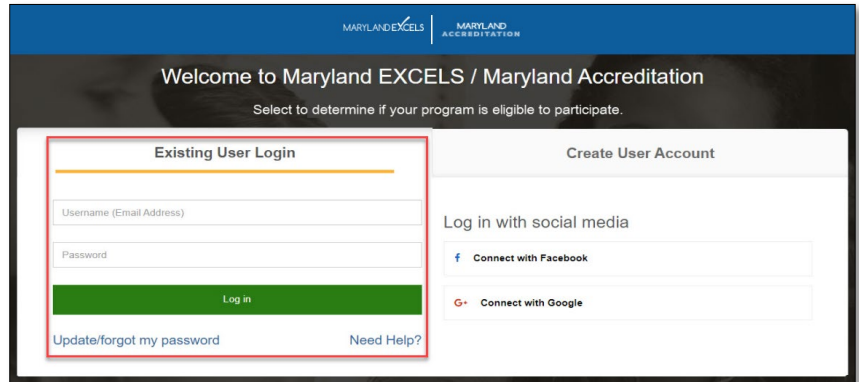


STEP 1

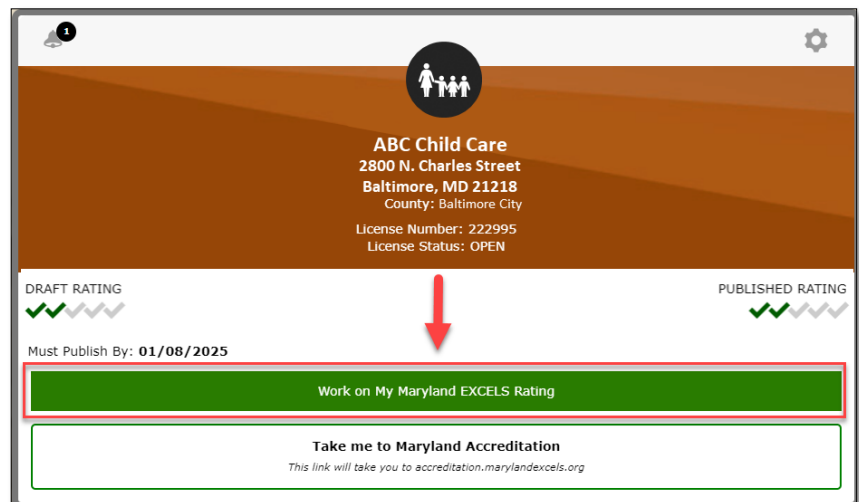
Access the Maryland EXCELS system at excels.marylandexcels.org and log in using the email address and password created during account setup.

If you have misplaced or forgotten your password, select **Update/forgot my password**.



STEP 2

Select **Work on My Maryland EXCELS Rating**.



STEP
3

Select **Accreditation and Rating Scales (ACR)** from the Content Areas, then select **ACR 3: Program Improvement Plan**.

Accreditation and Rating Scales (ACR)

Begin Step-By-Step: Level 3

Current Content Area Rating: 2

Legend: Required for this Level (Purple), Submitted for Review (Yellow), Complete (Green), Not Required (Grey), Expiring/Expired (Red Triangle)

Alternative Pathways (AP)

PROGRESS GRID	1	2	3	4	5	Status	Expiration
ACR 1: Accreditation Documentation required: Accreditation Reflection Form; Accreditation Interview Verification Form; Documentation from accrediting organization showing program actively pursuing accreditation and within time allowed; Letter or certificate of accreditation award; Documentation from accrediting organization showing required interim updates completed			Complete	Required	Required		
ACR 2: Classroom Assessment Documentation required: Assessment Score Sheet(s) (CCC)			Required	Required			
ACR 3: Program Improvement Plan Documentation required: Program Improvement Plan (PIP); Statement describing program's process for developing a Program Improvement Plan			Required	Required			

Draft Rating: [Progress Indicators]

Request to Publish

STEP
4

Select **▼** to view the **Level 3 Requirements**.

Content Area: Accreditation and Rating Scales (ACR)

Subcategory: ACR 3: Program Improvement Plan

Select ▼ to see the requirements of each level.

- Level 1 Requirements
- Level 2 Requirements
- Level 3 Requirements**
- Level 4 Requirements
- Level 5 Requirements

STEP
5

Under **Maryland EXCELS Program Improvement Plan Resources**, select **Open** to access the Program Improvement Plan (PIP) resources and to download the PIP form.

Content Area: Accreditation and Rating Scales (ACR) Content Area Rating: Level 2
Subcategory: ACR 3: Program Improvement Plan Subcategory Rating: Not Yet Rated

Select ▼ to see the requirements of each level.

Resources
Name: Maryland EXCELS Program Improvement Plan Resources
Description: ACR 3.3-3.5
Open

STEP
6

Save the Program Improvement Plan form on your computer in a location where your form is easily accessible and identifiable. Select **Save**.

When completed, the Program Improvement Plan form and statement on the process of program improvement is uploaded into ACR 3. See the [Uploading Documentation to the Maryland EXCELS System](#) tutorial for additional instructions.

Save As PDF

This PC > Desktop

Organize ▾ New folder

Name	Date modified	Type	Size
Maryland EXCELS	1/9/2024 3:46 PM	File folder	

File name: Program Improvement Plan
Save as type: Adobe PDF Files (*.pdf)
Settings...

Hide Folders

Save Cancel

If you have questions about this process, or are having trouble accessing the Program Improvement Plan resources, please email info@marylandexcels.org or, for 24/7 technology support, please call 443-872-9250.