

**U.S. Department of Education
Office of Postsecondary Education**



e-Recognition System

**National Committee on Foreign Medical
Education and Accreditation
(NCFMEA) On-line Submission Process**

User Guide

March 2021

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1 Introduction

The purpose of the National Committee on Foreign Medical Education and Accreditation (NCFMEA) is to review the standards used by foreign countries to accredit medical schools and determine whether those standards are comparable to standards used to accredit medical schools in the United States. The NCFMEA does not review or accredit individual foreign medical schools. The NCFMEA only reviews the standards that a foreign country uses to accredit its medical schools. The request by a foreign country for review by the NCFMEA is voluntary.

When a country contacts the U.S. Department of Education (Department) and asks to have its accreditation standards reviewed, the Department requests that the country answer questions regarding its accreditation standards and processes and also provide supporting documents (e.g., copies of statute and regulations, standards, etc.). The questions are designed to solicit information pertinent to the NCFMEA Guidelines for Determinations of Comparability

Additional information concerning NCFMEA applications is available in the [NCFMEA Guidelines](#).

2 Access and Login

Prior to accessing the system, in preparation for using the online submission process, you should:

- Review the questions in the Guidelines and consider your response to each.
- Have English translations of the documents that you wish to upload to support your responses to the questions available. We encourage you to separate large files into smaller ones, so they will upload more quickly. The files uploaded are limited to a size of 37 MB.
- **All supporting documents must be in Adobe PDF (.pdf extension) files.**
- Be prepared to verify your country's contact information and to update it, if necessary.

For security reasons, the system requires that you change the password the first time you access the site. Please note the new password you select, as it will be required for future access to the site.

If you need help while using the system, you can click the 'Contact the Help Desk' link to contact the help desk.

2.1 Accessing the System

To access the system, enter the URL <https://surveys.ope.ed.gov/erecognition> in the address box of the browser. The *Login* screen will display. Click the **Login** button, a security warning message will display. Click on the **OK** button to confirm that you have read the contents of the *Warning Page*. Enter your User ID and Password and click the **Login** button to log in to the system. All login attempts are logged. If you have three unsuccessful login attempts, your account will be locked. You will then need to contact the Help Desk to have your account unlocked. A link to the *Contact the Help Desk* is located on the *Login* page.



Public Documents	NACIQI	NCFMEA	Foreign Veterinary Accrediting Agency
<p>Public Documents</p> <p>PUBLIC DOCUMENTS Members of the public may view copies of the final staff reports and the Secretary's decision letter of accrediting agencies and countries. The reports are organized by committee (NACIQI and NCFMEA) and meeting date.</p>	<p>NACIQI</p> <p>NATIONAL ADVISORY COMMITTEE ON INSTITUTIONAL QUALITY AND INTEGRITY (NACIQI) Accrediting agencies desiring to be recognized by the Secretary of Education must apply for recognition by demonstrating their compliance with the Criteria for Secretarial Recognition. An agency's application for recognition consists of a narrative addressing the agency's compliance with each of the subjects of the criteria for recognition and evidence of the agency's compliance with each of the criteria for recognition by appending supporting documentation.</p> <p>Degree-Granting Institutions: The Accreditation Group supports NACIQI to develop recommendations regarding whether to authorize new graduate degree programs offered by a Federal government agency or institution, in particular, military educational institutions under the Department of Defense. NACIQI Guidelines</p>	<p>NCFMEA</p> <p>NATIONAL COMMITTEE ON FOREIGN MEDICAL EDUCATION AND ACCREDITATION (NCFMEA) The purpose of the NCFMEA is to review the standards used by foreign countries to accredit medical schools and determine whether those standards are comparable to standards used to accredit medical schools in the United States. The NCFMEA does not review or accredit individual foreign medical schools. The NCFMEA only reviews the standards that a foreign country uses to accredit its medical schools. The request by a foreign country for review by the NCFMEA is voluntary. This website enables a foreign country to answer the questions from the Department of Education regarding its accreditation standards and processes and also provide supporting documentation electronically (e.g. copies of statute and regulations, standards, etc.). The questions are designed to solicit information pertinent to the guidelines developed by the NCFMEA for its evaluation of a foreign country's standards. NCFMEA Guidelines</p>	<p>Foreign Veterinary Accrediting Agency</p> <p>FOREIGN VETERINARY ACCREDITING AGENCY The U.S. Department of Education is charged with determining whether a foreign accrediting agency or organization is acceptable to the Secretary of Education for the purpose of evaluating veterinary programs. Foreign Veterinary Guidelines</p>

2.2 Forgot Password

If you forget your password, you can click the 'Forgot Password?' link and enter your email. The system will confirm your identity and email your password to you. After three failed login attempts, you will be locked out of the system and will need to contact the Help Desk to have your account unlocked.

U.S. Department of Education e-Recognition

Forgot Password

Please enter your username and email and click the "Send Password" button. Your password will be emailed to you shortly. If you are unable to provide this information at this time please contact the Help Desk [here](#) for further assistance.

Username:

Email:

[Send Password](#) [Cancel](#)

2.3 Login Confirmation

After you log into the system, the *Agency Confirmation* screen will display. Select the meeting date from the dropdown and click the **Continue** button.



Agency Confirmation

Please verify the information displayed below.

If this is your Country's information, select a meeting date from the dropdown.

ID: MEXICO

Name: Mexico

Select Meeting Date:

[Continue](#)

3 Enter Your Application

3.1 Instructions Screen

After you select the meeting date on the *Agency Confirmation* screen, the *Instructions* screen will display. The process of entering your application has been divided into four steps. Each step may be accessed by either clicking on the corresponding link at the top of each page or on the *Instructions* screen.



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Other Links

- [OPE ED Home](#)
- [NCFMEA Home Page](#)
- [NCFMEA Guidelines](#)
- [User Guide](#)

Instructions

Meeting Date: **04/28/2020**
Identifier: **AUSTRALIA**
Name: **Australia/New Zealand**

This website is used to submit your report. It is divided into steps that guide you through the process.

Type of Submission:	Update Report
Step 1:	Review and update your country's contact information.
Step 2:	Enter a narrative response to answer the questions. Narratives must be entered in English . After you save your responses, you may return to this screen and edit them.
Step 3:	Upload English translations of supporting documents to verify each response you entered to the questions in Step 2 and to demonstrate application of the process or procedure, as appropriate. The files must be Adobe PDF (.pdf extension) files.
Step 4:	View the Table of Contents which lists the questions which have been answered and the supporting documentation which has been uploaded.
Review and Submit:	Submit your report for review by the NCFMEA. After you have entered all of your responses to the questions and uploaded all supporting documents, you must use this page to submit your report to the Department of Education. Once you submit your report, you cannot make any updates to it. The review of your report will not be started until after you submit it on this screen.
Historical Information:	View historical information such as decisions or transcripts from previous committee meetings.

The following links appear in the blue box on the left side of the screen. When you click a link, the requested page will display in a new browser window.

- **OPE ED Home** – Displays the Office of Postsecondary Education (OPE) home page on the ed.gov web site.
- **NCFMEA Home Page** – Displays the NCFMEA home page on the ed.gov web site.
- **NCFMEA Guidelines** – Displays the NCFMEA Guidelines for requesting a comparability determination in PDF format.
- **User Guide** – Displays this document.

The following sections explain each of the screens which you can access from the *Instructions* screen.

3.2 Step 1 - Contact Information

Step 1 allows you to review and update your contact information. Department staff will use this information to contact your country regarding your submission.



Other Links

- [QPE ED Home](#)
- [NCFMEA Home Page](#)
- [NCFMEA Guidelines](#)
- [User Guide](#)

Step 1 - Contact Information

Meeting Date: 04/27/2020
 Identifier: AUSTRALIA
 Name: Australia/New Zealand

Please update your agency's contact information.

Point of Contact (POC) for the Content of the Submission

Prefix: Ms

First Name: * Theanne

Middle Initial:

Last Name: * Walters

Phone: * 61 2 6270-9703

Phone Ext:

Email: * theanne.walters@amc.org.au

Government Agency Primary Contact

Prefix: Select One

- Verify that the Department has current contact information.
- All fields marked with a red * are required.
- Enter any necessary changes and click the **Save** button.
- A confirmation email will be sent to the Point of Contact email address on this screen when you submit your application.

3.3 Step 2 – Respond to Questions

- Enter your responses to the questions in English in the text boxes and click the “Save” button after you have finished. Please enter plain text only in the text boxes. Do not use formatting features, such as tables, bold, or underlining. The text box provided for each response may accommodate a maximum of 10,000 characters. A counter is located on the left-hand corner below each text box that tracks the number of characters remaining. A spell checker has been built into the text boxes for your convenience. You will have the option to change or ignore any spelling errors.

Be sure to reference each supporting document’s name, page number, and paragraph number within the narrative response and explain what point(s) the document supports. Name each supporting document in two parts: in sequential order and using a name that describes the document, e.g., Exhibit 1 – Policy and Procedure Manual. We suggest that you keep a running list of the supporting documents you plan to upload on a scratch paper as you enter the responses to help manage them and prepare for Step 3, which allows you to upload supporting documents referenced in your narrative.

Other Links

- [OPE ED Home](#)
- [NCFMEA Home Page](#)
- [NCFMEA Guidelines](#)
- [User Guide](#)

Step 2 - Enter your Responses

Meeting Date: 04/27/2020
Identifier: AUSTRALIA
Name: Australia/New Zealand

Enter your responses in English in the text boxes and click the "Save" button after you have finished. Please enter plain text only in the text boxes below. Do not use formatting features such as tables, bold, or underlining. Text boxes for responses accommodate 10,000 characters, including spaces. A counter is provided for you to track the number of characters remaining. Step 3 allows you to upload supporting documents referenced in your narrative. **IMPORTANT:** Click "Save" button to record entries before navigating to another page.

Save

The purpose of the report is to provide the NCFMEA with a summary of accreditation activities involving medical schools located in your country, including the following information (and any applicable supporting documents) for the period covering from 2017 to Present.

1. Current status of medical schools
A list of the medical schools currently operating in your country, indicating the most recent date each school has gone through the accreditation review process and the school's current accreditation status (such as fully accredited, provisionally accredited, etc.).
Response in English:

10000 Characters Remaining

2. Overview of accreditation activities
A summary of key activities including the following:

- accreditation reviews of school campuses and clinical clerkship sites
- dates of on-site visits of all core clinical sites,
- meetings held and accreditation decisions reached
- accreditation conferences or training sessions held, etc.

Response in English:

10000 Characters Remaining

3. Laws and regulations
An indication as to whether there have been any changes in your country's laws or regulations that affect the accreditation of your medical schools, and if so, what those changes were.
Response in English:

10000 Characters Remaining

2. -- The Committee may wish to request additional information as to whether the country would allow completely new sites to be established at institutions that the country had not already reviewed for accreditation, as well as the country's timeframe for reviewing such candidates for initial accreditation.
Response in English:

10000 Characters Remaining

3. -- The Committee may wish to request that the country provide additional information regarding the comprehensive review of its one overseas institution after the school is reviewed in July 2017.
Response in English:

10000 Characters Remaining

4. -- The Committee may wish to request additional information regarding the country's revision of its standard related to this area after the standards review process resumes in May 2017.
Response in English:

10000 Characters Remaining

Save

- You must click the **Save** button on each page to save your responses. You are not required to answer all of the questions on the page before you save your responses. You may return to any of the pages in Step 2 and edit the answers you have given.

- For Determination and Redeterminations, the screens in Step 2 have been divided into four parts to correspond with the Guidelines. Each part has a separate screen for each section. There is a separate textbox for each question.
- For Reports, there is a separate textbox for each item requested.
- Click on a Part link in the blue box in the upper left corner of the screen to access the questions in that part. Click on a Section number link in the upper right corner of the screen to access the questions in that section.
- Text boxes for responses are limited to 10,000 characters and spaces. A counter is provided to track the number of characters remaining.
- A spell checker has been built into the text boxes for your convenience. You will have the option to change or ignore any spelling errors.
- English translations of documents in PDF format which you reference in your answers must be uploaded as part of your application. You will do this on the Step 3 screen (see the next section.)

3.4 Step 3 – Upload Supporting Documentation

You may upload as many documents as you wish to support the answers to the questions you entered in Step 2. You must provide English translations of all documents. All documents uploaded must be Adobe PDF format. Name each supporting document in two parts: in sequential order and using a name that describes the document, e.g., Exhibit 1 – Policy and Procedure Manual. Each document should only be uploaded once. A document can link to more than one question.



Other Links

- [OPE ED Home](#)
- [NCFMFA Home Page](#)
- [NCFMFA Guidelines](#)
- [User Guide](#)

Step 3 – Upload Additional Supporting Documents

Meeting Date: 04/27/2020
 Identifier: AUSTRALIA
 Name: Australia/New Zealand

Follow the steps below to upload supporting documentation:

- Select the criteria which the document supports. If a document supports more than one criterion, you should only upload it once.
 Only the criteria for which you entered a response in Step 2 are included in the selection box below:

Criteria
1. Current status of medical schools
2. Overview of accreditation activities
3. Laws and regulations
4. Standards
5. Processes and procedures
6. Schedule of upcoming accreditation activities

1. – The Committee may wish to request that the country provide additional information regarding the adoption of a conflict of interest standard after it resumes its standards review process later in 2017.
 2. – The Committee may wish to request additional information as to whether the country would allow completely new sites to be established at institutions that the country had not already reviewed for accreditation, as well as the country's timeframe for reviewing such candidates for initial accreditation.
- Enter the title of the file as it is referenced in the narrative (e.g. Exhibit 1 Accreditation Handbook).
 Note: If you do not prefix your file name with an Exhibit number, it will be added for you.
 Note: Do not use special characters in File Title. Only letters and numbers are allowed.
 File Title:
- Click the "Choose File" button and select the file.
 All files uploaded must be in Adobe PDF format.
 No file chosen
 Note: The file size is limited to 37MB. Larger files should be split into two files and uploaded separately.
-

There are currently no documents uploaded.

For each document you wish to upload:

1. Select one or more questions which the document supports. To select multiple questions, press the **Ctrl** key while clicking on the appropriate question.
2. Enter a file title for the document.
3. Click the **Choose File** button and select the file from your desktop.
4. Click the **Upload the File** button.
5. The Step 3 screen will redisplay with a list of uploaded documents.

Document List				
7 document(s) uploaded.				
The documents which have been uploaded are listed below. To update the document title, comments, or the criteria for the documents listed below, enter your changes and click the "Update Documents" button. To remove a file, click the "Delete" link in that row.				
File Name	Document Title	Comments	Criteria	Action
Exhibit 1 COPAES Recognition.pdf	Exhibit 1 COPAES Recogn		<ul style="list-style-type: none"> Part 1, Basic Eligibility Requirements, Q5 Part 1, Basic Eligibility Requirements, Q6 Part 2, Approval of Medical Schools, Question 1 Part 2, Approval of Medical Schools, Question 2 Part 2, Approval of Medical Schools, Question 3 Part 2, Accreditation of Medical Schools, Question 2 Part 3, Mission and Objectives, Question 1 	Delete
Exhibit 2 2018 Self Evaluation Instrument and Modules.pdf	Exhibit 2 2018 Self Evalua		<ul style="list-style-type: none"> Part 2, Accreditation of Medical Schools, Question 2 Part 3, Mission and Objectives, Question 1 Part 3, Mission and Objectives, Question 2 Part 3, Mission and Objectives, Question 3 Part 3, Mission and Objectives, Question 4 Part 3, Mission and Objectives, Question 5 Part 3, Governance, Question 1 Part 3, Governance, Question 2 Part 3, Administrative Personnel and 	Delete
Exhibit 3 Procedures Manual for Accreditation 2017.pdf	Exhibit 3 Procedures Mani		<ul style="list-style-type: none"> Part 3, Student Achievement, Question 2 Part 3, Student Achievement, Question 3 Part 3, Student Achievement, Question 4 Part 3, Student Achievement, Question 5 Part 3, Student Services, Question 1 Part 3, Student Services, Question 2 Part 3, Student Complaints, Question 1 Part 3, Student Complaints, Question 2 Part 3, Finances, Question 1 Part 3, Facilities, Question 1 Part 3, Facilities, Question 2 Part 3, Faculty, Question 1 	Delete

Document List				
1 document(s) uploaded.				
The documents which have been uploaded are listed below. To update the document title, comments, or the criteria for the documents listed below, enter your changes and click the "Update Documents" button. To remove a file, click the "Delete" link in that row.				
File Name	Document Title	Comments	Criteria	Action
TEST UPLOAD.pdf	Exhibit 1 Supporting Docu		<ul style="list-style-type: none"> Select Criteria 1. Current status of medical schools 2. Overview of accreditation activities 3. Laws and regulations 4. Standards 5. Processes and procedures 6. Schedule of upcoming accreditation activities 1. -- The Committee may wish to request that the country provide additional information regarding the adoption of a conflict of interest strategy after issuance 	Delete
<input type="button" value="Update Documents"/>				

Once you have uploaded a file, you may perform any of the following actions on it:

- **Enter Exhibit Comments** – If you would like to enter a comment about a document, enter the comment in the Exhibit Comments field and click the **Save Comments** button.

- **Remove the Last Question Linked** – To remove a question linked to the document, click the **Remove Last Question** button.
- **Link More Questions** – To link additional questions to a document, click on the question in the Link More Questions column and click the **Link More** button.
- **Delete the Document** – To delete a document from the system, click the **Delete** button. Click the **OK** button on the delete confirmation pop-up.

3.5 Step 4 - Table of Contents

The Table of Contents is automatically generated based on your input. The link on each question will take you to the response entry in Step 2. All the documents you uploaded in Step 3 will be listed here with a link to display the document.

Other Links

- [OPE ED Home](#)
- [NCFMEA Home Page](#)
- [NCFMEA Guidelines](#)
- [User Guide](#)

Step 4 - Table of Contents

Meeting Date: **04/27/2020**
 Identifier: **AUSTRALIA**
 Name: **Australia/New Zealand**

A table of contents has been generated from the data entered by the agency.

Outstanding Issues

1. Current status of medical schools
2. Overview of accreditation activities
3. Laws and regulations
4. Standards
5. Processes and procedures
6. Schedule of upcoming accreditation activities

1. -- The Committee may wish to request that the country provide additional information regarding the adoption of a conflict of interest standard after it resumes its standards review process later in 2017.
2. -- The Committee may wish to request additional information as to whether the country would allow completely new sites to be established at institutions that the country had not already reviewed for accreditation, as well as the country's timeframe for reviewing such candidates for initial accreditation.
3. -- The Committee may wish to request that the country provide additional information regarding the comprehensive review of its one overseas institution after the school is reviewed in July 2017.
4. -- The Committee may wish to request additional information regarding the country's revision of its standard related to this area after the standards review process resumes in May 2017.

List of Exhibits

Question	File Title	File Name
1. Current status of medical schools	Exhibit 1 upload test	MathewsArm_RoadTrail.pdf

3.6 Historical Information

If historical documents have been uploaded for your country, you will be able to access them by clicking the Historical information link on the *Instructions* screen. When the screen displays, click the document name link to display the document.



Other Links

- [OPE ED Home](#)
- [NCFMEA Home Page](#)
- [NCFMEA Guidelines](#)
- [User Guide](#)

Historical Information

Meeting Date: 04/27/2020
 Identifier: AUSTRALIA
 Name: Australia-New Zealand

Secretary Decision Letters and Transcripts	
Meeting Date	Document
4/20/2017	Australia Spring 2017 Decision Letter
4/15/2016	Australia-New Zealand 2016 Secretary's Decision Letter
9/3/2014	Australia Fall 2007 Transcript
4/15/2013	Transcript Portion March 2001
4/15/2013	Transcript Portion March 2002
4/15/2013	Transcript Portion March 2003
4/15/2013	Transcript Portion September 2007
4/15/2013	Transcript Portion September 2008
4/15/2013	Secretary's Decision Letter September 2007
4/15/2013	Secretary's Decision Letter March 2003
4/15/2013	Secretary's Decision Letter March 2002
4/15/2013	Secretary's Decision Letter March 2001
4/15/2013	Australia/New Zealand Secretary's Decision Letter 2009
4/15/2013	Australia/New Zealand Secretary's Decision Letter 2007

3.7 Review and Submit Screen

Use the Review and Submit screen to submit your application. Your application is **NOT** submitted to the Department of Education until you click on the **Submit** button. Once you have submitted your application, you will no longer be able to update it.

If there are any questions to which you have not responded, you will not be able to submit your application. The unanswered questions will be listed with a link to Step 2. You must also complete Step 1 and Step 3 before you can submit.



Other Links

- [OPE ED Home](#)
- [NCFMEA Home Page](#)
- [NCFMEA Guidelines](#)
- [User Guide](#)

Review and Submit

Meeting Date: 04/27/2020
 Identifier: AUSTRALIA
 Name: Australia-New Zealand

You must click on the "Submit" button to submit your report. You may generate a copy of your report at any time from Item 2 below. Please review your report for accuracy before submitting it. Once you have submitted, you will not be able to modify the report without contacting the Department of Education.

- Verify that you have completed all of the required criteria.
- Display a printable file of your report in either PDF or HTML format.
- As per C.F.R. 602.31(f), Agencies must redact the names and any other personally identifiable information about individual students and any other individuals who are not agents of the agency or of an institution or program the agency is reviewing; redact the personal addresses, personal telephone numbers, personal email addresses, Social Security numbers, and any other personally identifiable information regarding individuals who are acting as agents of the agency or of an institution or program under review; designate all business information within agency submissions that the agency believes would be exempt from disclosure under exemption 4 of the Freedom of Information Act (FOIA), 5 U.S.C. 552(b)(4). A blanket designation of all information contained within a submission, or of a category of documents, as meeting this exemption will not be considered a good faith effort and will be disregarded, and ensure documents submitted are only those required for Department review or as requested by Department officials.
 - Verify that you have made the FOIA redactions and designations required under 602.31(f).
- Click the "Submit" button to submit your report. A submission confirmation e-mail will be sent to the POC email address entered in Step 1.

Please verify that all responses and supporting documents are in English before you submit. The report will not be evaluated if all responses and supporting documents are not submitted in English. By submitting this report on behalf of the country, I certify that the information herein and attached hereto is true and correct, and I hereby assume an obligation to be forthcoming, complete, and accurate in presenting information to, and answering questions of, the Department of Education.

Warning: After the report has been submitted, it will no longer be available for modification.

When you click the **Submit** button, the application will be submitted to the Department and a confirmation email will be sent to the point of contact email entered in Step 1. The following screen will display.



Submit Confirmation

Meeting Date: **04/27/2020**
Identifier: **AUSTRALIA**
Name: **Australia/New Zealand**

Your report has been successfully submitted.
No further changes can be made

Display a printable file of your report in [PDF](#) or [HTML](#) format.

3.8 Display Application

You can display your application in PDF format by clicking on the Display a printable file of your application in 'PDF' format link on the *Review and Submit* screen. Once the PDF document displays, you can save it for your records by clicking the **Save a Copy** button.

Adobe Acrobat Reader is required to view the file. To download a free copy, go to the Adobe Web site.

You can also view your report on-line by clicking the 'HTML' link.

3.9 After Submission

Once your application is submitted, an Analyst is assigned to review the application and documents. Upon review, the Analyst may request additional information and/or supporting documentation. Using the documentation provided by the country, the Analyst prepares an analysis of the comparability of the country's standards to those used in the United States for accrediting medical schools. A copy of the analysis is sent to the country for review and comment.

Once your application is submitted, it cannot be updated unless it is re-opened by Department staff. If you login to the system after submitting, the following screen will display after you select your meeting date from the *Confirmation* screen.

Meeting Information

Meeting Date: **04/27/2020**

Identifier: **AUSTRALIA**

Name: **Australia/New Zealand**

The submission is currently in Narrative Submit status.

No modifications can be made at this time.

Identifier: **AUSTRALIA**

Name: **Australia/New Zealand**

Meeting Date: **04/27/2020**

You may obtain a copy of the following files for your record. Click a link to display the document.

- Original Submission: [PDF](#) or [HTML](#) format

Secretary Decision Letters and Transcripts

Meeting Date	Document
04/20/2017	Australia Spring 2017 Decision Letter
04/15/2016	Australia/New Zealand S2016 Secretary's Decision Letter
09/03/2014	Australia Fall 2007 Transcript
04/15/2013	Transcript Portion March 2001
04/15/2013	Transcript Portion March 2002
04/15/2013	Transcript Portion March 2003
04/15/2013	Transcript Portion September 2007
04/15/2013	Transcript Portion September 2009
04/15/2013	Secretary's Decision Letter September 2007
04/15/2013	Secretary's Decision Letter March 2003
04/15/2013	Secretary's Decision Letter March 2002
04/15/2013	Secretary's Decision Letter March 2001
04/15/2013	Australia/New Zealand Secretary's Decision Letter 2009
04/15/2013	Australia/New Zealand Secretary's Decision Letter 2007

Third Party Comments

You may modify your contact information by clicking "Contact Information" below. It is important to keep your contact information current.

Contact Information

- Click the Original Submission link to display your application in PDF format.

- If the Final Analysis of your application has been completed, you will be able to click a link to generate the ‘Final Analysis Document’ and the ‘Final Staff Report’.
- If historical documents have been uploaded by Department staff, you will be able to view the document by clicking on the link.
- If you would like to update your contact information, click the **Contact Information** button.
- Click the ‘Log Out’ link to log out of the system.

4 Enter Your Response

After your application is submitted, it will be reviewed by Department staff. If they need additional information, an email will be sent to the email addresses entered on the Step 1 – Contact Information screen. When you log into the system, you will be allowed to enter a response to the remarks made by Department staff and upload supporting documentation.

4.1 Resubmit Instructions

After you log into the system and select your meeting date from *Confirmation* screen, the *Instructions* screen will display.



U.S. Department of Education e-Recognition

OID #1545-0756 | Expiration Date 02

Other Links

Draft Report in [HTML](#) or [PDF](#) format

[OPE ED Home](#)

[NCFMEA Home Page](#)

[NCFMEA Guidelines](#)

[User Guide](#)

Resubmit Instructions

Meeting Date: **04/27/2020**

Identifier: **AUSTRALIA**

Name: **Australia/New Zealand**

This website is used to submit your report it is divided into steps that guide you through the process.

Type of Submission:	Update Report
Step 1:	Review and update your country's contact information
Step 2:	Enter a response for each section which the staff analysis indicates did not meet the requirements.
Step 3:	Upload English translations of supporting documents to verify each response you entered to the questions in Step 2 and to demonstrate application of the process or procedure, as appropriate. The files must be Adobe PDF (.pdf extension) files.
Review and Submit:	Submit your report for review by the NCFMEA. After you have entered all of your responses to the questions and uploaded all supporting documents, you must use this page to submit your report to the Department of Education. Once you submit your report, you cannot make any updates to it. The review of your report will not be started until after you submit it on this screen.
Historical Information	View historical information such as decisions or transcripts from previous committee meetings.

The following links appear in the blue box on the left side of the screen. When you click a link, a new browser window will open to display the page requested.

- **Draft Report** – Displays a Draft version of the Staff Report for the NCFMEA in PDF or HTML format.
- **OPE ED Home** – Displays the Department of Education home page on the ed.gov web site.
- **NCFMEA Home Page** – Displays the NCFMEA home page on the ed.gov web site.
- **NCFMEA Guidelines** – Displays the NCFMEA guidelines for requesting a comparability determination in PDF format.

- **User Guide** – Displays this document.

The Resubmit process has been divided into the following steps:

- To update your contact information, click the ‘Step 1’ link. Refer to *Section 3.2* for more information.
- To enter your response to the remarks for each question, click the ‘Step 2’ link. Refer to the following section for more information.
- To upload supporting documentation, click the ‘Step 3’ link. Refer to *Section 3.4* for more information.
- To submit your response, click the ‘Review & Submit’ link. Refer to *Section 3.6* for more information. You must enter a response in Step 2 for each question, which Department staff indicated they needed more information, before you can submit.

4.2 Resubmit Step 2

In Resubmit Step 2, you enter additional information for each question for which Department staff requested additional information.



U.S. Department of Education e-Recognition

OMB #1840-0788 | Expiration Date 02/28

Other Links

Draft Report in [HTML](#) or [PDF](#) format

[OPE ED Home](#)

[NCFMEA Home Page](#)

[NCFMEA Guidelines](#)

[User Guide](#)

Step 2 - Analyst's Request for Response

Meeting Date: **04/27/2020**
 Identifier: **AUSTRALIA**
 Name: **Australia/New Zealand**

Written Response to the Draft Staff Analysis

The following table displays the sections for which the Department requests additional information.

The analysis is marked "DRAFT." This "draft" report is being issued to you -- and only to you -- at this time. If you choose to respond to the draft analysis and your response satisfies us that your agency now meets a particular criterion that we cited in the draft analysis, we will change the analysis to reflect the additional information. The revised analysis will become the official analysis and will be the only document we send to the Committee and make available to the public.

Questions

There is no criteria that requires a response at this time. Click on the link in the menu on the left to view the Draft Report then, continue to 'Review and Submit' section of the website to confirm that you have reviewed the report.

Click the question link to display the staff remarks for that question and enter your response.

When the question link is clicked, the *Narrative* screen will display.

This screen displays:

- The information entered on your original submission.
- The supporting documents uploaded for this question.
- Department staff remarks explaining what additional information is needed.
- Any documents uploaded by Department staff.

Questions Which Did Not Meet Requirements

[Part 1. Basic Eligibility Requirements. Q1](#)

[Part 2. Approval of Medical Schools. Question 1](#)

[Part 2. Approval of Medical Schools. Question 2](#)

[Part 2. Approval of Medical Schools. Question 3](#)

[Part 2. Accreditation of Medical Schools](#)

[Part 3. Clinical Experience. Question 3](#)

[Part 3. Admissions, Recruiting, and Publications. Question 6](#)

Resubmit Narrative

Meeting Date: 04/28/2020
Identifier: MEXICO
Name: Mexico

Original Narrative: Basic Eligibility Requirements, Q1

Does not apply

DOCUMENTS FOR THIS SECTION
There are no files uploaded.

Analyst Worksheet

Additional Information requested.

Staff Analysis:
The country attests that the basic eligibility requirement for question 1 does not apply to Mexico. Thus, the country is acknowledging that they are ineligible for comparability consideration.

DOCUMENTS UPLOADED BY THE ANALYST
There are no files uploaded by Analyst

Response: Basic Eligibility Requirements, Q1

Enter a response to the request for additional information and click **SAVE**:

10000 Characters Remaining

Save

DOCUMENTS FOR THIS SECTION
There are no files uploaded.

Enter your response in English to the Analyst's remarks and click the **Save** button. Click a question link on the left side of the page to display the *Narrative* screen for that question.

After you have finishing entering your responses and have uploaded any additional supporting documentation, click the 'Review and Submit' link to resubmit your application to the Department. Once you have resubmitted your application, you will no longer be able to update it.