The American Institute of Professional Studies (AIPS) is one of the subdivisions of the American Group for Managing Educational Projects. The American Institute of Professional Studies (AIPS) is a leading professional and examination body, committed to engaging learners of all ages at school, college, work or through part-time learning programs to achieve their full potential. AIPS has the world’s largest and leading accreditation committees for professional bodies of education and training management.

Professional Studies was created to meet the growing demands and needs of today’s adults. Whether you started your associate’s or bachelor’s degree many years ago and never finished it, or if you are ready to start your master’s degree or earn a certificate, AIPS is here to help make your educational goals a reality.
VISION:

AIPS seeks to transform the academic experience to meet the evolving needs of students who wish to pursue career and personal aspirations through education. We aspire to be the national leader in:

- Global education in a multifaceted approach focused on strategic partnerships.
- Innovative educational models serving urban students obtaining college degrees.
- Graduate professional education focused on career advancement for working adults.
- Educational delivery modes which are considered to be best in class while providing outstanding access to the individual students.

We, at AIPS, believe in enhancing the current teaching methods applied in the world to approach to the attained levels. We strive to increase the knowledge and awareness in society about the newest developments in education today in order to improve our abilities in the future.
Mission:

Learner gained knowledge and value is our main mission, we understand and empathize with the distinguished needs of learners. Programs and services are specifically tailored toward adults who are balancing the pursuit of a college degree with work and family demands.

We operate with a spirit of innovation and creativity in the development and deployment of new programs. We seek certification partnerships with other educational providers and organizations for the explicit reason of increasing access for educational opportunities, and offer an flexible program design to benefit learners and the larger community. We recognize our unique role and work actively to participate in and advance the overall strategic goals. We take a developmental and motivational approach with learners and each other in order to help everyone reach their dreams – educationally, personally, and professionally. We are committed in our efforts to see our learners persist to graduation. We accept the role of learners’ advocate and will never give up on our learners’ lifelong goals to achieve an education.
Being an evaluation member of AIPS also brings different privileges and benefits associated with the title. Members get the chance to interact with a diverse community of certification professionals through AIPS’s online network and in their respective regions around the world.

AIPS evaluation members are also invited to attend global events that are frequently organized by AIPS in different regions of the world. These events include different workshops, seminars, and conferences, etc., and provide members a great opportunity to increase their knowledge and their network.

**Standards**

- Members should practice appropriate and fair procedures while evaluating an institution and preparing its report.

- Who is seeking certification must have a clear and concise description of international academic quality standards and those set by AIPS, which must be met by the applicant.

- Members should encourage institutions to continuously improve themselves and their standards by performing an ongoing self-examination and self-scrutiny.

- Members need to continuously improve and develop themselves by attending different training programs, workshops, and seminars that are organized frequently by AIPS, and collaborative academic institutes.
Programs

(1) Programs of study:
- Accounting
- Banking
- Business
- Economics
- Facility Management
- Finance
- Management
- Marketing
- Leadership and Policy

(2) Programs By Degree:

(a) Certificate of SKILLS Endorsement:
Certificate program provides students an opportunity to receive instruction, and learn specific professional skills aligned with standards and objectives of AIPS.

(b) Certificate of TRAINING Endorsement:
TRAINING OF THE TRAINER (TOT) PROGRAMS, (three levels A, B, and C). The program is great for new trainers, experience specialized training program in various knowledge areas. Trainers who have not had formal education in training, or those needing a refresher course to improve their classroom techniques and methods to transfer learning to work situations. Feedback from participants shows high ratings for student engagement, expert facilitation, and immediately applicable tools and techniques.

(c) Certificate of DIPLOMA Endorsement:
Offered for extensive training and academic programs. The degree certificate, often called a 'diploma' at other institutions, details a program of study, level of award, and class of degree or other award obtained.
- Diploma (Duration from 1 month to 3 months)
- Diploma (Duration from 3 months to 6 months)
- Diploma (Duration from 6 months to 9 months)
(f) IBDL: (INTERNATIONAL BUSINESS DRIVING LICENSE)
Designed specifically for those who wish to gain or improve basic qualification in business skills and knowledge with an internationally recognized qualification. A side from a powerful life experience, the IBDL Professional Certificate should supply three main value propositions: business skills, internationally recognized qualification, and International Network.

(g) IMDL: (INTERNATIONAL MARKETING DRIVING LICENSE)
Marketing is a dynamic and an exciting field, a key tool in confronting the challenges American enterprises are facing at home and abroad. People often confuse marketing with advertising and sales. Benefits that would be gained is the "real" nature and scope of marketing management of which advertising and sales are simply two facets.

(2) Programs By Degree: (continued)

(d) Certificate of Proficiency:
There are three levels to the Certified Instructors Program and two program options, but you don’t have to complete all three levels before you begin teaching. The technique and mechanics of teaching are covered in the first three levels. Student teaching is required at every level and to advance to the third and final level, you must have significant teaching experiences. Here’s how it works:

- US Certified Instructor Category (A)
- US Certified Instructor Category (B)
- US Certified Instructor Category (C)

(e) MBA: (Master of Business Administration)
Certificate of DIPLOMA Program Endorsement (Mini - MBA)
Certificate of DIPLOMA Program Endorsement (Primer MBA)
Certificate of DIPLOMA Program Endorsement (MBA in Practice)
AiPS offers the world’s first Professional Certification Program. When you pursue certification:

- Bring a focus on best practices to your team.
- Certification enhances your career progression.
- Demonstrate a personal commitment to your career and profession.
- Gain the respect and credibility of your peers, clients and organization’s leaders.
- Improve both your own and your organization’s business development capabilities.

AiPS benefits both employers and employees. Any time you consider your career or company goals, remember that skills enhancement can affect a person’s future at a multitude of levels.

(1) Prior to Versus During Employment.
(2) Before Employment.
(3) During Employment.
(4) What Should You Do.
(5) It’s personal.
(6) Improving Skills.
(7) Higher Earning Potential.
(8) Wider Range of Promotion Possibilities.
(9) Enhance Possible Job Opportunities.
(10) How Your Employer Feels.
To be eligible for program certification, institutions may first seek registration with the AIPS. The aim of registration is to certify that an institution meets certain minimum operating standards required. The criteria for registration are closely related to the criteria for certification since they are meant to provide registered institutions with a foundation for logical development towards certification. The following are the steps required in seeking certification for programs:

1. **The Application & Self Assessment:**
   Institution seeking AIPS certification for programs must make application to the AIPS and conduct a self assessment.

2. **Processing by the AIPS:**
   Our Council reviews the material supplied by the institution to verify completeness of application submissions to determine if the institution is a candidate for certification.

3. **Team Selection:**
   AIPS selects a team of professionals who will visit the institution and evaluate the program.

4. **The Site Visit:**
   The evaluation team conducts a visit to the institution. The visit is comprised of (i) a series of interviews with administration. (ii) an examination of the institution’s facilities.

5. **The Evaluation Report and Institutional Response:**
   The evaluation team prepares a report on the visit, which provides a summary of strengths and weaknesses and offers advice, suggestions and recommendations to the institution.

6. **The Review:**
   The team’s report and the institution’s response are reviewed by the AIPS certification, Curriculum and Development Committee, a sub-committee of the Council, which makes recommendations regarding certification to the Council.

7. **The Decision:**
   AIPS makes the final decision at its next sitting. The institution is informed of this decision by letter, stating the conditions for certification.
Post Certification

1. Annual Status Reports
One of the conditions of certification is the submission of annual reports in the status of the certified program. Such reports must inform the Council of:

- Steps taken to satisfy any conditions upon which certification was granted.
- Any substantive changes in program structure, course content, staffing, equipment and teaching facilities, requirements for student admissions, and financing arrangements.

2. Re-Certification
Re-affirmation of the certification of a program must occur at the end of the period of certification. Certification and re-certification are similar in both substance and procedure.

There will be a complete review of the program by a visiting team which will, among other things, revisit the initial report to determine developments which the institution has implemented to maintain and enhance the quality of the program and verify that the institution has effected any condition to certification which the Council may have imposed.

Re-certification is not automatic. Institutions must satisfy the Council that they continue to meet AIPS requirements for certification. The Council may shorten the period of certification or even refuse re-affirmation if it is found that the standards of the program have not been maintained.

Institutions should submit application for re-certification at least three months prior to expiry of certification.