



ACCREDITING COUNCIL FOR CONTINUING EDUCATION & TRAINING  
1722 N. Street, N.W., Washington, D.C. 20036  
Telephone : 202-955-1113 Fax: 202-955-1118  
<http://www.accet.org>

December 23, 2019

VIA EMAIL & FEDERAL EXPRESS  
([wmatulich@iot.edu](mailto:wmatulich@iot.edu))

Mr. Wayne Matulich  
President  
Institute of Technology  
4700 Silverton Rd, North East  
Salem, OR 97305

***Re: Reaccreditation Granted (5 years);  
Staff Report Required***

***ACCET ID #1060***

Dear Mr. Matulich,

Congratulations! At its December 2019 meeting, the Accrediting Commission of the Accrediting Council for Continuing Education & Training (ACCET) voted to continue the accreditation of Select Education Group, located in Salem, Oregon, for a period of five (5) years until **December 30, 2024**.

This grant of accreditation includes the following sites and programs:

***Main Campus:*** Institute of Technology  
4700 Silverton Rd, North East  
Salem, OR 97305  
(503) 363-9001  
[wmatulich@iot.edu](mailto:wmatulich@iot.edu)

***Programs Approved/Offered at Main Campus:***

Medical Office Administration Billing and Coding	55.00 Quarter Credit Hours (860 Clock Hours)
Practical Nursing	48.00 Quarter Credit Hours (1190 Clock Hours)
Professional Medical Assistant	55.00 Quarter Credit Hours (860 Clock Hours)

***Auxiliary Classroom:*** Institute of Technology  
4707 Silverton Road, North East  
Salem, OR 97305

***Programs Offered at Auxiliary Classroom:***

Professional Medical Assistant 55.00 Quarter Credit Hours  
(860 Clock Hours)

***Type of Institution/Organization:***

Vocational/Title-IV

***Ownership:***

Level 1: Select Education Group, LLC., dba Institute of Technology  
Level 2: National Holistic Institute, Inc. (100%)  
Level 3A: Mason Myers (50%)  
Level 3B: Timothy Veitzer (50%)

The Commission's action was based upon its review of the institution's application for reaccreditation, the on-site visit team report (visit conducted October 22-23, 2019) and the institution's response to the report, received November 21, 2019.

The Accrediting Commission commends the institution for its efforts toward meeting the Standards for Accreditation reflected in the on-site evaluation team reports. Further, the Commission found that the areas of weakness cited in the team report were substantively addressed in the institution's response to the report and expresses its confidence that the institution will continue to review, monitor, and enhance its operations to assure the high quality of education and training toward which we all strive.

**Additionally, the Commission directed the institution to provide a follow-up report for staff review, as follows:**

1. The institution provided a narrative for the Medical Office Administration Billing and Coding completion and placement weakness; however, it did not include an updated Document 28.1 – Completion and Placement Statistics, Document 28.2 – On-Site Sampling Verification Form, and supporting documentation to verify the additional completion and placement statistics for the MOABC program.

**Therefore, the institution is directed to provide a narrative update for staff review to include ACCET Document 28.1, 28.2, and all supporting documentation for the Medical Office Administration Billing and Coding program for the time period January 1 – December 31, 2019. In addition, the institution is directed to provide updated information**

**regarding the teach out of the Nursing Assistant program.**

A copy of this report, **including the attached staff report cover sheet**, must be emailed to [staffreports@accet.org](mailto:staffreports@accet.org) for receipt at the ACCET office no later than **January 31, 2020**.


As a reminder, please be advised that late submission and receipt of documents and reports are subject to significant late fees in accordance with Commission policy. These fees are outlined in ACCET Document 10, which can be found at [www.accet.org](http://www.accet.org).

Please be reminded that a one-day Quality Assurance Visit will be conducted sometime during the institution's current grant of accreditation, in accordance with long-standing Commission policy. The team's review will include key standards and an assessment of any areas cited as weaknesses during the last accreditation visit in order to validate that corrective actions have been systematically and effectively implemented to ensure a positive impact on the institution's operations.

The appropriate state and federal education officials will be notified of this action by copy of this letter. The institution is advised to visit the ACCET website at [www.accet.org](http://www.accet.org) for timely updates and for downloading the most current information, policy documents, and forms.

Should you have any questions or need further assistance regarding this letter, please contact the ACCET office at your earliest opportunity. Your continued commitment in support of the institution's accredited status is both noteworthy and appreciated. ACCET accreditation represents *A Partnership for Quality*® that is unique and important, and we trust that your ongoing accomplishments will continue to reflect a determined regard for and commitment to these values.

Sincerely,



Judy Hendrickson  
Interim Executive Director  
JHH/cgd

Enclosures: Certificates of Accreditation  
Verification Form  
Staff Report Cover Sheet

CC: Mr. Herman Bounds, Chief, Accreditation Division, US ED ([aslrecordsmanager@ed.gov](mailto:aslrecordsmanager@ed.gov))  
Ms. Charity Helton, Specialist, USED ([charity.helton@ed.gov](mailto:charity.helton@ed.gov))  
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