



SYSTEM PROCEDURE:

**PROCEDURE ON THE AUTHORIZATION OF PROVISIONAL OPERATION AND
ACCREDITATION OF JOINT STUDY PROGRAMMES**


Issue I, Review 0

Code: PS-00

Approved by the Governing Board of
the National Agency for Quality Assurance in Education and Research,
Decision no. 75 of December 21, 2022

President

Andrei CHICIUC

	SYSTEM PROCEDURE	Code: PS-00
	PROCEDURE ON THE AUTHORIZATION OF PROVISIONAL OPERATION AND ACCREDITATION OF JOINT STUDY PROGRAMMES	Page: 2/40

1. Purpose of the procedure

1.1. The Procedure on the authorization of provisional operation and accreditation of joint study programmes (hereinafter - the Procedure) aims to describe the process of external evaluation of the quality of joint higher education programs offered by the higher education institutions of the Republic of Moldova within the consortia/partnerships created by them with educational institutions in the country and abroad, of branches of educational institutions in the country or abroad, of consortia created by educational institutions together with research, development, innovation or artistic creation organizations, as well as other associations of educational institutions with the status of a legal entity operating on the territory of the Republic of Moldova, according to the national legislation in force and recommendations at the European level.


1.2. The procedure is public, mandatory, general, impersonal and ensures a coherent and unitary framework, which includes the activities, stages, responsibilities and documented information necessary to ensure a fair, effective and efficient external evaluation process.

2. Scope

2.1. This procedure is applied in the case of external quality evaluation for the authorization of provisional operation or accreditation joint study programmes offered by higher education institutions in the Republic of Moldova within a partnership/consortium of higher education institutions with other institutions and organizations in accordance with the provisions of the national normative framework and the recommendations in this regard at the European level.

3. Reference documents (regulations) applicable to the procedure

- Education code no. 152 of July 17, 2014.
- Methodology of external quality evaluation for the authorization of provisional operation and accreditation of vocational education and training, higher education and professional continuous training study programmes and institutions, Chisinau, 2016 (GD 616 of 2016, with subsequent amendments).
- Framework recommendations for the initiation and organization of joint study programmes, Annex to the Minister order of the MER no. 898/2020.
- Standards and Guidelines for Quality Assurance in the European Higher Education Area, ESG 2015.
- European Approach for Quality Assurance of Joint Programmes, May, 2015.
- Guidelines for ENQA Agency reviews, 2021.
- Guidelines for the external evaluation of bachelor's degree (cycle I) and integrated higher education study programmes, issue III, approved by the Governing Board of ANACEC, Decision no. 73 of 01.04.2022.
- Guidelines for the external evaluation of master's degree (Cycle II) study programmes, issue III, approved by the Governing Board of ANACEC, Decision no. 73 of 01.04.2022.
- Guidelines for the external evaluation of doctoral degree study programmes, higher education. Issue I, approved by the Governing Board of ANACIP, minutes no. 9 of 23.06.2016.
- System procedure: PS-01 Elaboration of documented procedures.
- Regulation on the organization of bachelor's degree studies (cycle I) and integrated studies, approved by MECR Order no. 1625 of 12.12.2019.
- Regulation on the organization and conduct of master's degree studies - cycle II, approved by GD no. 80 of 16.02.2022.
- Framework recommendations for the initiation and organization of joint study programmes, approved by MECR Order no. 898 of 26.08.2020.

	SYSTEM PROCEDURE	Code: PS-00
	PROCEDURE ON THE AUTHORIZATION OF PROVISIONAL OPERATION AND ACCREDITATION OF JOINT STUDY PROGRAMMES	Page: 3/40

4. Definitions and abbreviations of the terms used

4.1. Definitions of terms

No.	Term	The definition and/or, if applicable, the act defining the term
1.	Document	Information, presented in written and/or electronic form, that describes activities, processes, requirements and responsibilities.
2.	Continuous improvement	Continuous activity for the improvement of educational institutions' processes/outcomes to meet/exceed accreditation standards and client/beneficiary/stakeholder requirements.
3.	Monitoring	Carrying out a series of actions with the aim of checking the correct evolution of an activity/process.
4.	Documented procedure	The specific way of carrying out an activity or a process, edited on paper or in electronic format.
5.	Process	A flow of activities or a logically structured sequence of activities organized to achieve defined objectives.
6.	Accreditation standards	Set of requirements that define the minimum mandatory level of performance of the activities of an education provider organization requesting authorization of provisional operation, of an accredited higher education/vocational education and training institution requesting authorization of provisional operation/accreditation of a new professional training programme or of an accredited higher education/vocational education and training institution that requests external evaluation of the quality of the education offered. (art. 3 of the Education code).
7.	Procedure on the authorization of provisional operation and accreditation of joint study programmes	Carrying out evaluation actions for the authorization of provisional operation and accreditation of joint study programmes.
8.	Joint study programme*	It is a form of collaboration between two or more institutions jointly responsible for developing and approving the study programme, organizing admission, academic supervision and awarding the qualification and quality assurance.
9.	Double/multiple degrees†	Separate degrees awarded by higher education institutions offering the joint programme attesting the successful completion of this programme
10.	Joint degree‡	A single document awarded by higher education institutions offering the joint programme and nationally acknowledged as the recognised award of the joint programme.


4.2. Abbreviations of terms:

- ANACEC – National Agency for Quality Assurance in Education and Research
- DHEE - Department of Higher Education Evaluation
- EQAR – European Quality Assurance Register for Higher Education

* Codul educației nr. 152 din 17 iulie 2014

† EQAR, <https://www.eqar.eu/kb/joint-programmes/definitions/>


‡ EQAR, <https://www.eqar.eu/kb/joint-programmes/definitions/>

	SYSTEM PROCEDURE	Code: PS-00
	PROCEDURE ON THE AUTHORIZATION OF PROVISIONAL OPERATION AND ACCREDITATION OF JOINT STUDY PROGRAMMES	Page: 4/40

- ESG - Standards and Guidelines for Quality Assurance in the European Higher Education Area
- FQ-EHEA - Qualifications Framework in the European Higher Education Area
- MER – Ministry of Education and Research
- SP – System procedure

5. Procedure description

- 5.1.** The joint study programmes within consortia/partnerships created by educational institutions in the country and abroad, of branches of educational institutions in the country or abroad, of consortia created by educational institutions with research, development, innovation or artistic creation organizations, as well as of other associations of educational institutions with legal entity status, which operate on the territory of the Republic of Moldova, according to the legislation in force, are subject to external quality evaluation for the authorization of provisional operation or accreditation/re-accreditation.
- 5.2.** The procedure on the authorization of provisional operation or accreditation of joint study programmes is established by the National Agency for Quality Assurance in Education and Research (hereinafter - ANACEC).
- 5.3.** The higher education institutions that organize joint study programmes can select, by mutual agreement, ANACEC or another quality assurance agency included in the European Quality Assurance Register for Higher Education (EQAR) to conduct the external evaluation for the accreditation of joint study programmes.
- 5.4.** The external evaluation of quality for the authorization of provisional operation or accreditation of joint study programmes will be carried out according to the *Accreditation standards, criteria and performance indicators for the external evaluation of joint study programmes*, presented in Annex 1 to this procedure.
- 5.5.** The request to initiate the external quality evaluation procedure for the authorization of provisional operation/accreditation/re-accreditation of the joint study programme is done by submitting the application and the external evaluation dossier to the DHEE of ANACEC.
- 5.6.** The **external evaluation dossier** of the joint study programme will include the following documents:
1. The request to initiate the external evaluation process of the joint study programme for the authorization of provisional operation or accreditation from the organizing institutions.
 2. The opinion/agreement of the competent national authorities regarding the granting of the right to organize the joint study programme.
 3. The cooperation agreement in the framework of the joint study programme.
 4. The self-evaluation report in hard copy and electronic format developed in accordance with the *Accreditation standards, criteria and performance indicators for the external evaluation of joint study programmes in higher education*, according to Annex 1 and approved by the management of the educational institution.
 5. Proof of authorization/accreditation of the study programme at national level.
 6. The syllabus of the joint study programme, agreed by the higher education institutions of the partner states and approved according to their legislation.
 7. Proof of payment of the application submission fee according to the *Regulation for the calculation of fees for services provided in the external evaluation of the quality of vocational education and training, higher education, professional continuous training study programmes and institutions*.

	SYSTEM PROCEDURE	Code: PS-00
	PROCEDURE ON THE AUTHORIZATION OF PROVISIONAL OPERATION AND ACCREDITATION OF JOINT STUDY PROGRAMMES	Page: 5/40

8. Proof of payment of external evaluation services, determined according to the *Regulation for the calculation of fees for services provided in the external evaluation of the quality of vocational education and training, higher education, professional continuous training study programmes and institutions.*
- 5.7. The external evaluation dossier of the joint study programme will be submitted to the DHEE of ANACEC by the representative delegated by the organizing institutions/consortium/partnership.
- 5.8. The external evaluation procedure will be carried out according to the provisions of the *Methodology of external quality evaluation for the authorization of provisional operation and accreditation of vocational education and training, higher education and professional continuous training study programmes and institutions*, also taking into account the *Procedure for External Quality Assurance of Joint Programmes in the EHEA (Part C)* of the *European Approach for Quality Assurance of Joint Programmes*. The correlation of the ANACEC accreditation standards with the accreditation standards in the European Approach for Quality Assurance of Joint Programmes is presented in Annex 2.
- 5.9. The **self-evaluation report** (SER) is the document that is presented at the time of submitting the request for external evaluation and represents a first source of information about the quality of the evaluated joint study programme. The purpose of the self-evaluation report is to present a real picture of the internal quality assurance of the joint study programme. The self-evaluation report will contain information about the provisions of the national normative framework of the partner institutions on the basis of which ANACEC and the expert evaluators would establish the context, in particular the positioning of the joint study programme within the national higher education systems. The SER will explicitly focus on the distinctive features of the joint study programme as a joint effort of higher education institutions from different national higher education systems.

The self-evaluation report is structured by accreditation standards and includes the clear and concise description of the level of achievement for each standard, indicating strengths, weaknesses, improvement measures undertaken. The information in the self-evaluation report must be confirmed by reference documents. The reference documents will be attached to the self-evaluation report in the annexes and will be presented to the expert evaluators during the external evaluation visit.

When drafting the self-evaluation report, the following requirements will be observed:

- 1) The self-evaluation report is written in Romanian, if the parties are from the Republic of Moldova and Romania or the parties are from the Republic of Moldova. The self-evaluation report is drawn up in English if at least one of the members of the parties is from abroad.
- 2) The self-evaluation report will not exceed 40 pages.
- 3) Annexes are not included in the content of the self-evaluation report and are presented only in electronic format (on a USB flash drive), in separate files structured by accreditation standards. The size of attachments will not exceed 2 GB.
- 4) The text of the self-evaluation report is written in Arial font, 11 pt., with an interval of 1.15 lines.
- 5) The text is aligned on both side fields: on the left - 25 mm; top - 15 mm; on the right - 15 mm; bottom - 15 mm.
- 6) Headings are written in Bold characters, 12 pt.
- 7) Figures (schemes, diagrams, photos, etc.) are numbered consecutively, their name is written at the bottom and centred.

	SYSTEM PROCEDURE	Code: PS-00
	PROCEDURE ON THE AUTHORIZATION OF PROVISIONAL OPERATION AND ACCREDITATION OF JOINT STUDY PROGRAMMES	Page: 6/40

8) The name of the tables is written at the top of them, being aligned to the right and numbered consecutively.

9) The reference documents of the higher education institution, which are referred to in the self-evaluation report, are included in the annexes, presented in electronic format. In order to make references to the documents placed on the website of the higher education institution and to the documents in the annexes, active hyperlinks must be used in the text of the self-evaluation report.

10) The report is written in an impersonal, logically structured and coherent style.

11) Diacritical marks specific to the Romanian language must be used (ă, â, î, ș, ț, and their capital letters).

12) All the pages of the report are numbered on the right field of the page, at the bottom, including the title page, without admitting the absence or repetition of numbering. The page number is not indicated on the title page.

13) Printing of the self-evaluation report is done on A4 format paper, only on one side of each sheet.

14) The self-evaluation report on paper will be covered (spiralled). The use of ring maps is not allowed.

The self-evaluation report includes the following elements:

1) Cover page – 1 page:

- the name of the institutions in the consortium/partnership;
- the name of the joint study programme;
- the type of external evaluation requested (authorization of provisional operation/accreditation/re-accreditation of the study programme).


2) The title page (1-2 pages) will contain:

- the name of the institutions in the consortium/partnership;
- the name, surname and signature of the parties;
- the name, surname and signature of the person responsible for the programme with contact details (e-mail, telephone);
- the general field of study in the case of bachelor's degree study programmes, the field of professional training in the case of master's degree study programmes;
- level according to the NQF/ISCED;
- the form of education organization;
- the number of study credits (ECTS);
- authorization/accreditation/re-accreditation date;
- the official web page of the institutions within the consortium/partnership;
- the date, year of the self-evaluation report.

3) Contents – 1 page.

4) The content of the self-evaluation report, which is drawn up in the established sequence, based on accreditation standards, evaluation criteria and performance indicators, in accordance with the requirements of Annex 1.

5.10. External evaluation panel. The nominal composition of the members of the external evaluation panel is designated by the Agency's Governing Board, after the approval of the decision to initiate the external evaluation procedure, and consists of expert evaluators with competences in the field of professional training of the study programme, selected from the own Register of expert evaluators. The composition of the external evaluation panel consists of at least four members. The external evaluation panel is guided by an evaluation coordinator appointed by the ANACEC Governing Board, who is also the contact person with

	SYSTEM PROCEDURE	Code: PS-00
	PROCEDURE ON THE AUTHORIZATION OF PROVISIONAL OPERATION AND ACCREDITATION OF JOINT STUDY PROGRAMMES	Page: 7/40

the cooperating/requesting educational institutions. In order to be able to take into account the international context of the joint programme, ANACEC will always consult with the coordinating/requesting institution when establishing the external evaluation panel.

In the case of the external evaluation of the quality of the joint study programmes for the authorization of the provisional operation, the involvement of at least 2 international experts (from at least two countries involved in the consortium that offers the joint study programme) is mandatory. In the case of the external evaluation of the quality of joint study programmes for accreditation/re-accreditation, the involvement of at least 2 international experts (from at least two countries involved in the consortium offering the joint study programme) and at least one student is mandatory. The members of the external evaluation panel must know the particularities of the higher education systems of the higher education institutions involved and the language(s) of teaching used.

In order to guarantee an objective and fair evaluation, ANACEC ensures the independence of each of the members of the external evaluation panel. This means that within five years prior to the establishment of the external evaluation panel, its members must not have had connections with the cooperating/applicant institutions that offer the joint study programme.


All members of the external evaluation panel and the process coordinator must sign a confidentiality agreement.

ANACEC informs the coordinating/requesting institution about the composition of the external evaluation panel. The coordinating/requesting institution has the right, once, to present its position regarding the composition of the external evaluation panel, within up to 5 working days from the date of informing the institution about its composition. In addition, the coordinating/requesting institution is obliged to inform ANACEC, within the same time frame, of any additional and relevant information it has regarding the expertise and independence of the members of the external evaluation panel.

The members of the external evaluation panel will be trained, in due time, by ANACEC regarding the external evaluation procedure of joint study programmes. Expert briefing/training should focus in particular on the distinctive features of a joint study programme.

5.11. The site visit is a mandatory stage of the external evaluation process of joint study programmes. The external evaluation panel verifies the achievement of the accreditation standards by examining the submitted self-evaluation dossier and by visiting the institution, based on the provisions of the Methodology of external evaluation (GD 616/2016, with subsequent amendments), as well as the evaluation standards and mandatory minimum evaluation standards set out in Annex 3 of this procedure. If the member of the evaluation panel, for objective reasons, cannot participate in the panel's activity, the President of the Agency issues the order regarding the modification of the composition of the panel.

The evaluation visit to the educational institution lasts up to 5 days. The coordinator, in collaboration with the educational institution and the chairperson of the external evaluation panel, draws up a program of the site visit. In exceptional cases, conditioned by external factors, which limit the access of people to the institutions to be evaluated, the activities provided for in the external evaluation visits can be carried out online, on remote communication platforms, jointly agreed upon with the educational institution.

	SYSTEM PROCEDURE	Code: PS-00
	PROCEDURE ON THE AUTHORIZATION OF PROVISIONAL OPERATION AND ACCREDITATION OF JOINT STUDY PROGRAMMES	Page: 8/40

The site visit must allow the external evaluation panel to discuss with various stakeholders (representatives of the management team from the institutions in the consortium, programme managers, students, graduates, potential employers) involved in the conduct of the joint study programme and to evaluate/determine if the programme complies with the *Standards for Quality Assurance of Joint Programs in the EHEA (part B)*.

The results of the visit are recorded in the site visit record sheet, which is signed by all members of the panel, a copy being kept at the evaluated institution. The site visit can be done online and/or with a physical presence depending on the location of the universities participating in the consortium.

5.12 External evaluation report. The external evaluation panel draws up a report containing evidence, findings, strengths, recommendations and where applicable, mandatory improvement areas relevant to the Standards for Quality Assurance of Joint Programs in the EHEA (part B). The report must also contain recommendations for the further development of the joint study programme. Conclusions and recommendations should pay particular attention to the distinctive features of the joint study programme.

The institutions in the consortium/partnership, within 3 working days of receiving the report, have the right to make certain comments, in writing, on paper and in electronic format, on it. The external evaluation panel analyses the comments made by the educational institution within up to 5 working days, finalizes the external evaluation report and submits it to the Agency, in electronic format and on paper, signed by the members of the external evaluation panel.


5.13 The decision-making process. The external evaluation panel submits the external evaluation report to the Agency's specialized department. The external evaluation report is submitted for examination and validation to the Profile committee in higher education. The Profile committee in higher education of the Agency examines and validates, by consensus or by a simple majority of votes, the external evaluation report during working sessions, attended by the chairperson of the external evaluation panel and, as the case may be, its members.

The external evaluation report after validation by the profile committee is sent to the Agency's Governing Board. The decision regarding the authorization or non-authorization of provisional operation, the accreditation or non-accreditation of the joint study programme is taken by the Governing Board ANACEC in accordance with the provisions of the Methodology of external quality evaluation for the authorization of provisional operation and accreditation of vocational education and training, higher education and professional continuous training study programmes and institutions.

The final decision on authorization or non-authorization of provisional operation, accreditation or non-accreditation of the joint study programme is taken by the Ministry of Education and Research.

5.14 Appeal procedure. The initiation, development and completion of the administrative procedure to settle the petitions submitted to ANACEC regarding the process of external evaluation of the quality of joint study programmes is carried out in accordance with the Regulation on the settlement of petitions submitted to the National Agency for Quality Assurance in Education and Research.

5.15 Publication of results. After the decision-making procedure, ANACEC publishes the decision and the external evaluation report on its website and forwards both documents to the

	SYSTEM PROCEDURE	Code: PS-00
	PROCEDURE ON THE AUTHORIZATION OF PROVISIONAL OPERATION AND ACCREDITATION OF JOINT STUDY PROGRAMMES	Page: 9/40

Ministry of Education and Research and the higher education institutions involved in offering the joint study programme.

6 Final provisions

The procedure on the authorization of provisional operation and accreditation of joint study programmes enters into force on the date of approval by the Governing Board of ANACEC.

7 Responsibilities in the development and implementation of this procedure

No.	Name of activities	Responsible people involved	
		Responsible	Participate
1.	Elaboration of the procedure and subsequent amendments	DHEE	DHEE
2.	Analysis of the procedure	Secretary General	DHEE
3.	Verification and approval of the procedure	Vice-President	DHEE
4.	Codification of the procedure	Document Management Service	-
5.	Approval of the procedure	President	Secretary General
6.	Distribution and archiving of the procedure	Document Management Service	-
7.	Application of the procedure	DHEE	-
8.	Monitoring the application of the procedure	Secretary General	Document Management Service

	SYSTEM PROCEDURE	Code: PS-00
	PROCEDURE ON THE AUTHORIZATION OF PROVISIONAL OPERATION AND ACCREDITATION OF JOINT STUDY PROGRAMMES	Page: 10/40

Annex 1

ACCREDITATION STANDARDS, CRITERIA AND PERFORMANCE INDICATORS FOR THE EXTERNAL EVALUATION OF JOINT STUDY PROGRAMMES IN HIGHER EDUCATION

Accreditation standard 1. Policy for quality assurance

Institutions should have a policy for quality assurance that is made public and forms part of their strategic management. Internal stakeholders should develop and implement this policy through appropriate structures and processes, while involving external stakeholders.

Criteria	Performance indicators
1.1. The legal-normative framework for the operation of the programme	1.1.1. The legal status of the institution vs the realization of the joint study programme.
1.2. Strategies, policies and internal quality management	1.2.1. Quality assurance strategy and educational policy.
	1.2.2. Organization, application and effectiveness of the internal quality assurance system.
	1.2.3. Internationalization of the joint study programme.

Accreditation standard 2. Design and approval of programmes


Institutions should have processes for the design and approval of their programmes. The programmes should be designed so that they meet the objectives set for them, including the intended learning outcomes. The qualification resulting from a programme should be clearly specified and communicated, and refer to the correct level of the national qualifications framework for higher education and, consequently, to the Framework for Qualifications of the European Higher Education Area.

Criteria	Performance indicators
2.1. Design and approval of the joint study programme	2.1.1. General framework for designing the joint study programme.
	2.1.2. Connecting the joint study programme to the National Qualifications Framework/European Qualifications Framework.
2.2. Content of the study programme	2.2.1. Mission and objectives of the joint study programme.
	2.2.2. The syllabus.
	2.2.3. The curricula on disciplines.
	2.2.4. Relevance of the joint study programme.

Accreditation standard 3. Student-centred learning, teaching and assessment

Institutions should ensure that the programmes are delivered in a way that encourages students to take an active role in creating the learning process, and that the assessment of students reflects this approach.

Criteria	Performance indicators
3.1. The teaching-learning process	3.1.1. Forms of organizing the teaching-learning process.
	3.1.2. Student-centred teaching-learning methods.
	3.1.3. Use of ICT tools in the teaching-learning-assessment process.
	3.1.4. Academic calendar and study process schedule.

	SYSTEM PROCEDURE	Code: PS-00
	PROCEDURE ON THE AUTHORIZATION OF PROVISIONAL OPERATION AND ACCREDITATION OF JOINT STUDY PROGRAMMES	Page: 11/40

3.2. Internships	3.2.1. Organizing internships.
	3.2.2. Collaboration agreements to carry out internships.
3.3. Assessment of learning outcomes	3.3.1. Organizing the assessment process of the learning outcomes.
	3.3.2. Organizing the assessment process of the internships.

Accreditation standard 4. Student admission, progression, recognition and certification

Institutions should consistently apply pre-defined and published regulations covering all phases of the student "life cycle", e.g., student admission, progression, recognition and certification.

Criteria	Performance indicators
4.1. Admission of students	4.1.1. Recruitment and admission of students.
	4.1.2. Access for disadvantaged groups to studies.
4.2. Student progression	4.2.1. Student promotion.
	4.2.2. Academic mobility.
4.3. Recognition and obtaining of certifications	4.3.1. Awarding the title and issuing the diploma.

Accreditation standard 5. Teaching staff


Institutions should assure themselves of the competence of their teachers, apply fair and transparent processes for the recruitment and development of the staff.

Criteria	Performance indicators
5.1. Recruitment and administration of the teaching, administrative and auxiliary staff	5.1.1. Planning and recruitment of the teaching, administrative and auxiliary staff.
	5.1.2. Teaching, administrative and auxiliary staff development strategies/policies/measures.
5.2. Methodical, scientific research and innovation activity of the teaching staff	5.2.1. Planning and carrying out the methodical activity of the teaching staff.
	5.2.2. Planning and carrying out the scientific research and innovation activity of the teaching staff.
5.3. Assessment of teaching staff	5.3.1. Assessment of teaching staff.

Accreditation standard 6. Learning resources and student support

Institutions should have appropriate funding for learning and teaching activities and ensure that adequate and readily accessible learning resources and student support are provided.

Criteria	Performance indicators
6.1. Material and learning resources	6.1.1. Existence, endowment and accessibility of educational and research spaces.
	6.1.2. Endowment, development and accessibility of the library collection.
	6.1.3. Ensuring and providing students with access to curricular support.

	SYSTEM PROCEDURE	Code: PS-00
	PROCEDURE ON THE AUTHORIZATION OF PROVISIONAL OPERATION AND ACCREDITATION OF JOINT STUDY PROGRAMMES	Page: 12/40

6.2. Financial resources	6.2.1. The financial means allocated to the educational and research process for the joint study programme.
	6.2.2. Tuition fees and scholarships for the joint study programme.
6.3. Social insurance for students	6.3.1 Providing students with dormitory.

Accreditation standard 7. Information management

Institutions should ensure that they collect, analyse and use relevant information for the effective management of their programmes and other activities.

Criteria	Performance indicators
7. 1. Databases and access to information	7.1.1. Databases and access to information of students and staff.

Accreditation standard 8. Public information

Institutions should publish information about their activities, including programmes, which is clear, accurate, objective, up-to date and readily accessible.

Criteria	Performance indicators
8.1. Transparency of information of public interest	8.1.1. Institution/programme webpage and information transparency regarding the joint study programme.

Accreditation standard 9. On-going monitoring and periodic review of programmes


Institutions should monitor and periodically review their programmes to ensure that they achieve the objectives set for them and respond to the needs of students and society. These reviews should lead to continuous improvement of the programme. Any action planned or taken as a result should be communicated to all those concerned.

Criteria	Performance indicators
9.1. Procedures for regular monitoring, evaluation and review of the joint study programme	9.1.1. Monitoring the teaching-learning-assessment processes.
	9.1.2. Existence and application of self-evaluation procedures of the joint study programme.
	9.1.3. Evaluation of the joint study programme by students, graduates, employers and other beneficiaries.
9.2. Employment	9.2.1. Mechanisms for recording the employment and evolution of graduates from the joint study programme on the labour market.

Accreditation standard 10. Cyclical external quality assurance

Institutions should undergo external quality assurance on a cyclical basis.

Criteria	Performance indicators
10.1. External quality assurance	10.1.1. Implementation of the provisions and recommendations of the Ministry of Education, Culture and Research and of the relevant ministries and of the observations, recommendations and decisions

	SYSTEM PROCEDURE	Code: PS-00
	PROCEDURE ON THE AUTHORIZATION OF PROVISIONAL OPERATION AND ACCREDITATION OF JOINT STUDY PROGRAMMES	Page: 13/40

	formulated based on the external evaluation by ANACEC / other quality assurance agencies
--	--



Annex 2

THE CORRELATION OF ANACEC'S ACCREDITATION STANDARDS WITH THE ACCREDITATION STANDARDS OF THE EUROPEAN APPROACH FOR QUALITY ASSURANCE OF JOINT PROGRAMMES

European Approach for Quality Assurance of Joint Programmes	ANACEC standards for the accreditation of joint study programmes
1	2
1. Eligibility	Accreditation standard 1. Policy for quality assurance. 1.1. The legal-normative framework for the operation of the programme.
1.1. Status	1.1.1. The legal status of the institution vs the realization of the joint study programme.
1.2. Joint design and delivery	Accreditation standard 2. Design and approval of programmes. 2.1. Design and approval of the joint study programme. 2.1.1. General framework for designing the joint study programme. 2.1.2. Connecting the joint study programme to the National Qualifications Framework/European Qualifications Framework.
1.3. Cooperation agreement	Accreditation standard 1. Policy for quality assurance. 1.2. Strategies, policies and internal quality management. 1.2.3. Internationalization of the joint study programme. Accreditation standard 3. Student-centred learning, teaching and assessment 3.2. Internships. 3.2.1. Organizing internships. 3.2.2. Collaboration agreements to carry out internships. Accreditation standard 4. Student admission, progression, recognition and certification. 4.2. Student progression. 4.2.2. Academic mobility.
2. Learning outcomes	Accreditation standard 3. Student-centred learning, teaching and assessment. 3.1. The teaching-learning process. 3.1.1. Forms of organizing the teaching-learning process. 3.1.2. Student-centred teaching-learning methods.
2.1. Level	Accreditation standard 2. Design and approval of programmes 2.1. Design and approval of the joint study programme 2.1.1. General framework for designing the joint study programme. 2.1.2. Connecting the joint study programme to the National Qualifications Framework/European Qualifications Framework.

**SYSTEM PROCEDURE**Code: **PS-00****PROCEDURE ON THE AUTHORIZATION OF PROVISIONAL OPERATION AND ACCREDITATION OF JOINT STUDY PROGRAMMES**

Page: 15/40

2.2. Disciplinary field	2.2. Content of the study programme. 2.2.1. Mission and objectives of the joint study programme.
2.3. Achievement	Accreditation standard 2. Design and approval of programmes 2.2. Content of the study programme. 2.2.1. Mission and objectives of the joint study programme. 4.2. Student progression. 4.2.1. Student promotion. 9.2. Employment. 9.2.1. Mechanisms for recording the employment and evolution of graduates from the joint study programme on the labour market.
2.4. Regulated professions	Accreditation standard 2. Design and approval of programmes 2.1. Design and approval of the joint study programme 2.1.1. General framework for designing the joint study programme. 2.1.2. Connecting the joint study programme to the National Qualifications Framework/European Qualifications Framework.
3. Study programme	Accreditation standard 2. Design and approval of programmes 2.2. Content of the study programme. 2.2.1. Mission and objectives of the joint study programme. 2.2.4. Relevance of the joint study programme.
3.1. Curriculum	Accreditation standard 2. Design and approval of programmes 2.2.2. The syllabus. 2.2.3. The curricula on disciplines.
3.2. Credits	Accreditation standard 2. Design and approval of programmes. 2.1. Design and approval of the study programme. 2.1.1. General framework for designing the joint study programme.
3.3. Workload	Accreditation standard 2. Design and approval of programmes. 2.1. Design and approval of the joint study programme. 2.1.1. General framework for designing the joint study programme. 3.1. The teaching-learning process 3.1.1. Forms of organizing the teaching-learning process.
4. Admission and recognition	Accreditation standard 4. Student admission, progression, recognition and certification.
4.1. Admission	4.1. Admission of students. 4.1.1. Recruitment and admission of students. 4.1.2. Access for disadvantaged groups to studies.
4.2. Recognition	4.3. Recognition and obtaining of certifications

**SYSTEM PROCEDURE**Code: **PS-00****PROCEDURE ON THE AUTHORIZATION OF PROVISIONAL OPERATION AND ACCREDITATION OF JOINT STUDY PROGRAMMES**

Page: 16/40

	4.3.1. Awarding the title and issuing the diploma.
5. Learning, teaching and assessment	Accreditation standard 3. Student-centred learning, teaching and assessment.
5.1. Learning and teaching	3.1. The teaching-learning process. 3.1.1. Forms of organizing the teaching-learning process. 3.1.2. Student-centred teaching-learning methods. 3.1.3. Use of ICT tools in the teaching-learning-assessment process. 3.1.4. Academic calendar and study process schedule.
5.2. Assessment of students	3.3. Assessment of learning outcomes. 3.3.1. Organizing the assessment process of the learning outcomes. 3.3.2. Organizing the assessment process of the internships.
6. Student support	9.2. Employment. 9.2.1. Mechanisms for recording the employment and evolution of graduates from the joint study programme on the labour market. 6.2.2. Tuition fees and scholarships for the joint study programme.
7. Resources	Accreditation standard 5. Teaching staff. Accreditation standard 6. Learning resources and student support. 6.1. Material and learning resources 6.1.1. Existence, endowment and accessibility of educational and research spaces. 6.1.2. Endowment, development and accessibility of the library collection. 6.1.3. Ensuring and providing students with access to curricular support. 6.2. Financial resources 6.2.1. The financial means allocated to the educational and research process for the joint study programme. 6.2.2. Tuition fees and scholarships for the joint study programme. 6.3. Social insurance for students 6.3.1 Providing students with dormitory.
7.1. Staff	5.1. Recruitment and administration of the teaching, administrative and auxiliary staff. 5.1.1. Planning and recruitment of the teaching, administrative and auxiliary staff. 5.1.2. Teaching, administrative and auxiliary staff development strategies/policies/measures. 5.3. Assessment of teaching staff. 5.3.1. Assessment of teaching staff.

**SYSTEM PROCEDURE**Code: **PS-00****PROCEDURE ON THE AUTHORIZATION OF PROVISIONAL OPERATION AND ACCREDITATION OF JOINT STUDY PROGRAMMES**

Page: 17/40

7.2. Facilities	Accreditation standard 6. Learning resources and student support. 6.1.1. Existence, endowment and accessibility of educational and research spaces. 6.1.2. Endowment, development and accessibility of the library collection. 6.2.1. The financial means allocated to the educational and research process for the joint study programme. 6.3.1 Providing students with dormitory.
8. Transparency and documentation	Accreditation standard 7. Information management. 7.1. Databases and access to information. 7.1.1. Databases and access to information of students and staff. Accreditation standard 8. Public information. 8.1. Transparency of information of public interest. 8.1.1. Institution/programme webpage and information transparency regarding the joint study programme.
9. Quality assurance	Accreditation standard 1. Policy for quality assurance. 1.2. Strategies, policies and internal quality management. 1.2.1. Quality assurance strategy and educational policy. 1.2.2. Organization, application and effectiveness of the internal quality assurance system. Accreditation standard 9. On-going monitoring and periodic review of programmes. 9.1. Procedures for regular monitoring, evaluation and review of the joint study programme. 9.1.1. Monitoring the teaching-learning-assessment processes. 9.1.2. Existence and application of self-evaluation procedures of the joint study programme. 9.1.3. Evaluation of the joint study programme by students, graduates, employers and other beneficiaries. Accreditation standard 10. Cyclical external quality assurance. 10.1. External quality assurance. 10.1.1. Implementation of the observations, recommendations and decisions formulated based on the external evaluation by ANACEC / other quality assurance agencies/national authorities.



Annex 3

STANDARDS, CRITERIA AND PERFORMANCE INDICATORS FOR THE EXTERNAL EVALUATION OF JOINT STUDY PROGRAMMES

Accreditation standard 1. Policy for quality assurance (12 points)

Institutions should have a policy for quality assurance that is made public and forms part of their strategic management. Internal stakeholders should develop and implement this policy through appropriate structures and processes, while involving external stakeholders.

Criterion 1.1. The legal-normative framework for the operation of the joint study programme (4 points)

Performance indicators	Contents of the self-evaluation report (SER)	Evaluation standards	Score (points)
1.1.1. The legal-normative framework for the operation of the programme	1. Description of the legal status of the institution vs. realization of the joint study programme. 2. In case of external evaluation for accreditation / re-accreditation, the history of the joint study programme will be presented, mentioning the previous authorization / accreditation / re-accreditation.	1,0 – institutions within the consortium/partnership offering the joint study programme are recognized as higher education institutions by the relevant authorities in their countries. 0 – institutions within the consortium/partnership offering the joint study programme are recognized as higher education institutions by the relevant authorities in their countries.	2
		1,0 – the national legal framework allows institutions within the consortium/partnership to provide joint study programmes and award joint degrees. 0 – the national legal framework does not allow institutions within the consortium/partnership to provide joint study programmes and award joint degrees. Mandatory minimum evaluation standard: The educational institution has the health authorization for operation and the legal act attesting compliance with fire safety regulations.	2

Criterion 1.2. Strategies, policies and internal quality management (8 points)

Performance indicators	Contents of the self-evaluation report (SER)	Evaluation standards	Score (points)
------------------------	--	----------------------	----------------

**SYSTEM PROCEDURE**Code: **PS-00****PROCEDURE ON THE AUTHORIZATION OF PROVISIONAL OPERATION AND ACCREDITATION OF JOINT STUDY PROGRAMMES**

Page: 19/40

1.2.1. Quality assurance strategy and educational policy	1. Analysis of the correspondence of the mission and objectives of the joint study programme with the institution's mission, strategy and quality assurance policies	1,0 – the institutions within the consortium/partnership that offer the joint study programme have educational strategies and policies for quality assurance and the joint study programme is fully in line with their provisions; 0,5 – the institutions within the consortium/partnership that offer the joint study programme have educational strategies and policies for quality assurance and the joint study programme is partially in line with their provisions; 0 – the institutions within the consortium/partnership that offer the joint study programme have educational strategies and policies for quality assurance but the joint study programme is not in line with their provisions.	2
1.2.2 Organization, application and effectiveness of the internal quality assurance system	1. Description of the organizational structure and the activity of the structures within the internal quality assurance system.	1,0 – the institutional quality assurance structures within the consortium/partnership offering the joint study programme are functional and efficient; 0,5 – the institutional quality assurance structures within the consortium/partnership offering the joint study programme are partially functional and efficient; 0 – the institutional quality assurance structures within the consortium/partnership offering the joint study programme are non-functional.	2
1.2.3. Internationalization of the joint study programme <i>(Does not apply in the case of external evaluation for the authorization of provisional operation of the joint study programme)</i>	1. Analysis of the internationalization aspects of the joint study programme (for example: internships abroad of teaching staff, collaboration agreements with foreign universities, co-opting foreign teaching staff to ensure the teaching process, participation in international conferences of teaching staff and students, admission of foreign students to the joint study programme, etc.).	1,0 – the institutions within the consortium/partnership that offer the joint study programme have a cooperation agreement and the aspects of internationalization are reflected in a complex manner and are fully implemented within the joint study programme; 0,5 – the institutions within the consortium/partnership that offer the joint study programme have a cooperation agreement and the aspects of internationalization are partly reflected and implemented within the joint study programme;	4

	SYSTEM PROCEDURE	Code: PS-00
	PROCEDURE ON THE AUTHORIZATION OF PROVISIONAL OPERATION AND ACCREDITATION OF JOINT STUDY PROGRAMMES	Page: 20/40

		0 – the institutions within the consortium/partnership that offer the joint study programme have a cooperation agreement but the aspects of internationalization are not reflected and are not implemented within the joint study programme.	
--	--	---	--

Accreditation standard 2. Design and approval of programmes (11 points)

Institutions should have processes for the design and approval of their programmes. The programmes should be designed so that they meet the objectives set for them, including the intended learning outcomes. The qualification resulting from a programme should be clearly specified and communicated, and refer to the correct level of the national qualifications framework for higher education and, consequently, to the Framework for Qualifications of the European Higher Education Area.

Criterion 2.1. Design and approval of the joint study programme (3 points)

Performance indicators	Contents of the self-evaluation report (SER)	Evaluation standards	Score (points)
2.1.1. General framework for designing the joint study programme	1. Reflecting the correspondence of the name of the joint study programme with the Nomenclature of professional training fields and specialties. 2. Description of the joint study programme design and approval processes.	1,0 – the joint study programme is jointly offered, involving all cooperating institutions in its design and delivery. 0 - the joint study programme is not jointly offered, involving all cooperating institutions in its design and delivery.	2
2.1.2. Connecting the joint study programme to the National Qualifications Framework	1. Connecting the joint study programme to the National Qualifications Framework/European Qualifications Framework (FQ-EHEA).	1,0 – the expected learning outcomes are aligned with the appropriate level of the Qualifications Framework in the European Higher Education Area (FQEHEA) as well as with the applicable national qualifications framework(s). 0 – the expected learning outcomes are not aligned with the appropriate level of the Qualifications Framework in the European Higher Education Area (FQEHEA) as well as with the applicable national qualifications framework(s).	1

Criterion 2.2. Content of the study programme (9 points)

Performance indicators	Contents of the self-evaluation report (SER)	Evaluation standards	Score (points)
------------------------	--	----------------------	----------------

**SYSTEM PROCEDURE**Code: **PS-00****PROCEDURE ON THE AUTHORIZATION OF PROVISIONAL OPERATION AND ACCREDITATION OF JOINT STUDY PROGRAMMES**

Page: 21/40

2.2.1. Mission and objectives of the joint study programme	1. Connecting the mission and objectives of the joint study programme to national strategies, realities and trends in the field and to the institutions' strategic development plans.	1,0 – the mission and objectives of the joint study programme are connected to the national strategies, realities and trends in the field, to the strategic development plan of the institutions; 0 – the mission and objectives of the joint study programme are partially/not connected to the national strategies, realities and trends in the field, to the strategic development plan of the institutions.	2
2.2.2. The syllabus	1. Correspondence of the content of the syllabus with the requirements of the Framework Plan for bachelor's (cycle I), master's (cycle II) and integrated studies. 2. Argumentation of the distribution of course units and their weight in the formative component of the syllabus in order to achieve the objectives of the joint study programme. 3. Description of the procedures for updating and improving the syllabus (mentioning the changes made). 4. Ensuring the similarity of the contents of the syllabus for different forms of education organization. <i>(Does not apply in the case of external evaluation for the authorization of provisional operation of the joint study programme).</i>	1,0 – the syllabus of the joint study programme was approved by the partner educational institutions, coordinated according to the legislation and ensures the achievement of learning outcomes and the training of professional competences and corresponds to national requirements; 0 – the syllabus of the joint study programme was not approved by the partner educational institutions, deviates from the national requirements and partially/does not ensure the achievement of learning outcomes and the training of professional competences.	2
2.2.3. The curricula on disciplines	1. Analysis of the correspondence of the curriculum structure with the institutional requirements. 2. Analysis of the correspondence of the content of the course units/modules with the Matrix of the correlation of the learning outcomes and the competences trained within the joint study programme. 3. In the case of authorization of provisional operation, the curriculum for the course units/modules for the first year will be presented.	1,0 – the content of the curriculum contributes to the achievement of learning outcomes and the training of professional competences; 0 – the content of the curriculum contributes partially/does not contribute to the achievement of learning outcomes and the training of professional competences.	2



<p>2.2.4. Relevance of the joint study programme</p>	<p>1. Reflecting the relationship between the joint study programme and the labour market. 2. Analysis of the results of the consultation of interested parties and trends in the field in order to update the joint study programme. 3. Analysis of the social and economic impact of the joint study programme. 4. Analysis of the estimated social and economic impact of the joint study programme (<i>in the case of external evaluation for the authorization of provisional operation of the joint study programme</i>).</p>	<p>1,0 – the joint study programme reflects the needs of the labour market, trends in the field and has a social and economic impact; 0 – the joint study programme partially/does not reflect the needs of the labour market and trends in the field and has no social and economic impact.</p>	<p>2</p>
--	--	---	-----------------

Accreditation standard 3. Student-centred learning, teaching and assessment (13 points)

Institutions should ensure that the programmes are delivered in a way that encourages students to take an active role in creating the learning process, and that the assessment of students reflects this approach.

Criterion 3.1. The teaching-learning process (7 points)

Performance indicators	Contents of the self-evaluation report (SER)	Evaluation standards	Score (points)
<p>3.1.1. Forms of organizing the teaching-learning process</p>	<p>1. Analysis of the forms of organization of didactic activities (course, seminar, laboratory, individual study) from the perspective of compliance with the normative framework in force and the achievement of the objectives of the study programme (syllabus and curriculum of course units/modules for the first year) for all forms of education organization (full-time/part-time/distance education). 2. Description of the way to allocate ECTS credits to the subjects of the joint study programme. 3. Description of the ways of monitoring the workload and the average completion time of the joint study programme.</p>	<p>1,0 – the forms of organization and conduct of the teaching-learning process are carried out in accordance with the provisions of the normative framework in force and contribute to the achievement of the objectives of the joint study programme; 0,5 – the forms of organization and conduct of the teaching-learning process are carried out with non-essential deviations from the normative framework in force and partially contribute to the achievement of the objectives of the joint study programme; 0 – the forms of organization and conduct of the teaching-learning process are carried out with essential deviations from the normative framework in force and do not contribute to the achievement of the objectives of the joint study programme.</p>	<p>1</p>



<p>3.1.2. Student-centred teaching-learning methods <i>(Does not apply in the case of external evaluation for the authorization of provisional operation of the joint study programme)</i></p>	<p>1. Reflecting student-centred teaching-learning methods used in different forms of educational organization (for example: optional package courses, personalized educational plans/planning of didactic activities in an individualized/customized way, etc.). 2. Description of ways to provide individual support to students.</p>	<p>1,0 – the joint study programme is designed to meet the intended learning outcomes and the approaches to learning and teaching are appropriate to achieve them. 0 – the joint study programme is designed to meet the intended learning outcomes and the approaches to learning and teaching are partly appropriate to achieve them.</p>	<p>2</p>
<p>3.1.3. Use of ICT tools in the teaching-learning-assessment process <i>(Does not apply in the case of external evaluation for the authorization of provisional operation of the joint study programme)</i></p>	<p>1. Description of the process of using ICT tools, educational platforms in the teaching-learning-assessment process. 2. Analysis of the effectiveness of the use of ICT tools, educational platforms in the teaching-learning-assessment process of courses/modules from the study programme.</p>	<p>1,0 – ICT tools, educational platforms are used in the teaching-learning-assessment process in more than 90% of the course units/modules of the joint study programme; 0,5 – CT tools, educational platforms are used in the teaching-learning-assessment process in 70-90% of course units/modules of the joint study programme; 0 – ICT tools, educational platforms are used in the teaching-learning-assessment process in less than 70% of the course units/modules of the joint study programme.</p>	<p>2</p>
<p>3.1.4. Academic calendar and study process schedule <i>(Does not apply in the case of external evaluation for the authorization of provisional operation of the joint study programme)</i></p>	<p>1. Analysis of the distribution of the number of hours per day, week, semester for a group of students by form of educational organization. 2. Description of the process of organizing and conducting the individual study of the students.</p>	<p>1,0 – the university calendar and the schedule of teaching activities are developed in accordance with the provisions of the syllabus of the joint study programme; 0,5 – the university calendar and the schedule of teaching activities are developed with non-essential deviations from the provisions of the syllabus of the joint study programme; 0 – the university calendar and the schedule of teaching activities are developed with essential deviations from the provisions of the syllabus of the joint study programme.</p>	<p>1</p>

Criterion 3.2. Internships (3 points)

Performance indicators	Contents of the self-evaluation report (SER)	Evaluation standards	Score (points)
------------------------	--	----------------------	----------------



<p>3.2.1. Organizing internships <i>(Does not apply in the case of external evaluation for the authorization of provisional operation of the joint study programme)</i></p>	<p>1. Analysis of the types, schedule and results of internships. 2. Analysis of the correspondence of the content of the internships with the objectives of the study programme in the light of competence training. 3. Analysis of curricular support for internships.</p>	<p>1,0 – the organization of internships is carried out in accordance with the normative framework in force and allows the achievement of learning outcomes; 0,5 – the organization of internships is carried out with non-essential deviations from the normative framework in force and allows partial achievement of learning outcomes; 0 – the organization of internships is carried out with essential deviations from the normative framework in force and does not allow the achievement of learning outcomes.</p>	<p>2</p>
<p>3.2.2. Collaboration agreements to carry out internships</p>	<p>1. Analysis of the correspondence of the internship bases with the objectives and purposes of the study programme. 2. The number of internship places covered by the collaboration contracts/agreements in relation to the number of students from the study programme. 3. Analysis of the ratio between the number of internship places independently selected by students and those covered by the institution's own contracts/collaboration agreements/internship bases.</p>	<p>1,0 – the institutions have collaboration agreements for the implementation of the internships and provide more than 90% of the required places for the joint study programme; 0,5 – the institutions have collaboration agreements for the implementation of internships and provide 80-90% of the required places for the joint study programme; 0 – the institutions have collaboration agreements for the implementation of internships and provide less than 80% of the required places in the joint study programme.</p>	<p>1</p>

Criterion 3.3. Assessment of learning outcomes (3 points)

Performance indicators	Contents of the self-evaluation report (SER)	Evaluation standards	Score (points)
<p>3.3.1. Organizing the assessment process of the learning outcomes <i>(Does not apply in the case of external evaluation for the authorization of provisional operation of the joint study programme)</i></p>	<p>1. Analysis of the process of organizing current and final assessments of students' learning activity. 2. Analysis of the process of organizing final assessments when completing studies. 3. Analysis of the activities undertaken to prevent academic fraud in the process of current, final assessments and completion of studies.</p>	<p>1,0 – the process of assessing the academic results of the joint study programme is organized in accordance with the normative framework in force and ensures the achievement of the learning outcomes of the course units/modules; 0,5 – the process of assessing the academic results of the joint study programme is organized with non-essential deviations from the normative framework in</p>	<p>2</p>



	<p>4. Analysis of the activities undertaken for the prevention of academic fraud in the process of developing year theses/theses/bachelor projects/graduation theses for integrated studies.</p> <p>5. Analysis of the process of appealing the results of assessments by students.</p> <p>6. Analysis of the reports of the chairpersons of the evaluation commissions for the completion of higher education and the measures/actions taken in order to implement their recommendations.</p>	<p>force and/or partially ensures the achievement of the learning outcomes of the course units/modules;</p> <p>0 – the process of assessing the academic results of the joint study programme is organized with essential deviations from the normative framework in force and/or does not ensure the achievement of the learning outcomes of the course units/modules.</p>	
<p>3.3.2. Organizing the assessment process of the internships <i>(Does not apply in the case of external evaluation for the authorization of provisional operation of the joint study programme)</i></p>	<p>1. Analysis of the assessment criteria of the internships and the results of the internships.</p> <p>2. Analysis of the internship assessment process (e.g.: forms of public defence of reports regarding internships, organization of totalization conferences, defence of reports within the internship base, etc.).</p> <p>3. Involvement of the representatives of the internship bases in the assessment process of the internships.</p>	<p>1,0 – the process of assessing the internships in the joint study programme is carried out in accordance with the provisions of the normative framework in force and ensures the achievement of learning outcomes;</p> <p>0,5 – the process of assessing internships in the joint study programme is carried out with non-essential deviations from the normative framework in force and partially ensures the achievement of learning outcomes;</p> <p>0 – the process of assessing the internships in the joint study programme is carried out with essential deviations from the normative framework in force and does not ensure the achievement of learning outcomes.</p>	<p>1</p>

Accreditation standard 4. Student admission, progression, recognition and certification (8 points)

Institutions should consistently apply pre-defined and published regulations covering all phases of the student “life cycle”, e.g., student admission, progression, recognition and certification.

Criterion 4.1. Admission of students (3 points)

Performance indicators	Contents of the self-evaluation report (SER)	Evaluation standards	Score (points)
------------------------	--	----------------------	----------------



<p>4.1.1. Recruitment and admission of students <i>(Does not apply in the case of external evaluation for the authorization of provisional operation of the joint study programme)</i></p>	<p>1. Analysis of the process of recruitment and admission to studies (for example: the forms of advertising of the study programme, the ways of consultation regarding the choice of career, etc.). 2. Analysis of admission results. 3. Analysis of institutional measures regarding the efficiency of the recruitment process and admission to the joint study programme.</p>	<p>1,0 – the recruitment and admission of students to the joint study programme is carried out in accordance with the normative framework in force; 0 – the recruitment and admission of students to the joint study programme is carried out with deviations from the normative framework in force.</p> <p>1,0 – students are admitted to the joint study programme authorized for provisional operation/ accredited/ reaccruited; 0 – students are admitted to the joint study programme not authorized for provisional operation/ non-accredited.</p> <p>Mandatory minimum evaluation standard: Educational institutions ensure the admission of students to the joint study programme authorized for provisional operation/ accredited/ reaccruited.</p>	<p>1</p>
<p>4.1.2. Access for disadvantaged groups to studies <i>(Does not apply in the case of external evaluation for the authorization of provisional operation of the joint study programme)</i></p>	<p>1. Analysis of the mechanism for achieving access to studies for disadvantaged groups.</p>	<p>1,0 – the recruitment and admission of students from disadvantaged groups is carried out in accordance with the normative framework in force; 0 – the recruitment and admission of students from disadvantaged groups is carried out with deviations from the normative framework in force.</p>	<p>1</p>

Criterion 4.2. Student progression (4 points)


Performance indicators	Contents of the self-evaluation report (SER)	Evaluation standards	Score (points)
<p>4.2.1. Student promotion <i>(Does not apply in the case of external evaluation for the authorization of provisional operation of the joint study programme)</i></p>	<p>1. Analysis of the promotion mechanism for students from the joint study programme in the next year of study. 2. Analysis of the pass rate of students from the joint study programme during the study period.</p>	<p>1,0 – the promotion of students from the joint study programme is carried out in accordance with the normative framework in force; 0,5 – the promotion of students from the joint study programme is carried out with non-essential deviations from the normative framework in force;</p>	<p>2</p>



	<p>3. Analysis of the dropout rate of students from the joint study programme and the application of measures to reduce it.</p> <p>4. Evaluation and analysis of the graduation rate in relation to the number of students from the joint study programme enrolled in the first year.</p>	<p>0 – the promotion of students from the joint study programme is carried out with essential deviations from the normative framework in force.</p> <p>Mandatory minimum evaluation standard: The institutions within the consortium/partnership that offer the joint study programme have at least 2 batches of graduates from the study programme. <i>(It applies in the case of external evaluation for accreditation).</i></p>	
<p>4.2.2. Academic mobility <i>(Does not apply in the case of external evaluation for the authorization of provisional operation of the joint study programme)</i></p>	<p>1. Analysis of the results of academic mobility (internal and external) of students from the study programme.</p> <p>2. Institutional measures to intensify academic mobility in the study programme.</p> <p>3. Analysis of the procedure for recognizing the ECTS credits accumulated during the study period through academic mobility.</p>	<p>1,0 – the academic mobility of students from the study programme is carried out in accordance with the provisions of the normative framework in force and the collaboration agreement;</p> <p>0,5 – the academic mobility of students from the study programme is carried out with non-essential deviations from the provisions of the normative framework in force and the collaboration agreement;</p> <p>0 – the academic mobility of students from the study programme is carried out with essential deviations from the provisions of the normative framework in force and the collaboration agreement.</p>	<p>2</p>

Criterion 4.3. Recognition and obtaining of certifications (1 point)

Performance indicators	Contents of the self-evaluation report (SER)	Evaluation standards	Score (points)
<p>4.3.1. Awarding the title and issuing the diploma <i>(Does not apply in the case of external evaluation for the authorization of provisional operation of the joint study programme)</i></p>	<p>1. Analysis of the mechanism/process for awarding the title and issuing diplomas, diploma supplements and academic certificates for the joint study programme.</p>	<p>1,0 – awarding the title and issuing the diploma, diploma supplement and academic certificates are carried out in accordance with the normative framework in force;</p> <p>0 – awarding the title and issuing the diploma, diploma supplement and academic certificates are carried out with deviations from the normative framework in force.</p>	<p>1</p>

	SYSTEM PROCEDURE	Code: PS-00
	PROCEDURE ON THE AUTHORIZATION OF PROVISIONAL OPERATION AND ACCREDITATION OF JOINT STUDY PROGRAMMES	Page: 28/40

		<p>1,0 – the educational institutions within the consortium/partnership have procedures for the recognition of qualifications and study periods (including recognition of prior learning) and apply them in accordance with the provisions of the Lisbon Recognition Convention and subsidiary documents.</p> <p>0 - the educational institutions within the consortium/partnership do not have procedures for the recognition of qualifications and study periods (including the recognition of prior learning) and/or do not apply them in accordance with the provisions of the Lisbon Recognition Convention and subsidiary documents.</p>	1
--	--	--	----------

Accreditation standard 5. Teaching staff (20 points)

Institutions should assure themselves of the competence of their teachers, apply fair and transparent processes for the recruitment and development of the staff.

Criterion 5.1. Recruitment and administration of the teaching, administrative and auxiliary staff (6 points)

Performance indicators	Contents of the self-evaluation report (SER)	Evaluation standards	Score (points)
5.1.1. Planning and recruitment of the teaching, administrative and auxiliary staff.	<p>1. Presentation of the institutional system of planning, recruitment and administration of teaching, administrative and auxiliary staff for the joint study programme.</p> <p>2. Reflecting the development strategies/plans of the teaching, administrative and auxiliary staff from the joint study programme.</p> <p>3. Analysis of the structure of the teaching, administrative and auxiliary staff from the joint study programme (position, education, professional qualification, full-time/part-time employment, internal/external part-time employment, age).</p>	<p>1,0 – the planning, recruitment and administration of the teaching, administrative and auxiliary staff from the joint study programme is carried out in accordance with the normative framework in force, it is sufficient and adequate (qualifications, professional and international experience) to implement the joint study programme;</p> <p>0 – the planning, recruitment and administration of the teaching, administrative and auxiliary staff from the joint study programme is carried out with deviations from the normative framework in force, it is not sufficient and adequate (qualifications, professional and international experience) to implement the joint study programme.</p>	2




		<p>1,0 – teaching staff from institutions participating in the consortium contribute jointly and equally to the realization of the study programme;</p> <p>0 – teaching staff from institutions participating in the consortium do not contribute equally to the realization of the study programme.</p>	2
<p>5.1.2. Teaching, administrative and auxiliary staff development strategies/policies/measures <i>(Does not apply in the case of external evaluation for the authorization of provisional operation of the joint study programme)</i></p>	<p>1. Reflecting the process/activities regarding the development of teaching, administrative and auxiliary staff in institutional, faculty, department/chair strategies and plans.</p> <p>2. Description of the support granted by the institution to the teaching, administrative and auxiliary staff from the joint study programme (ex.: internships, doctoral studies, training programmes, etc.).</p> <p>3. Analysis of the efficiency of the methods of supporting/stimulating the professional progress of the teaching, administrative and auxiliary staff, including the young staff involved in the joint study programme.</p>	<p>1,0 – the institution has strategies/policies for the development of teaching, administrative and auxiliary staff and fully implements them;</p> <p>0 – the institution has strategies/policies for the development of teaching, administrative and auxiliary staff and implements them partially/does not implement them.</p>	2

Criterion 5.2. Methodical, scientific research and innovation activity of the teaching staff (12 points)

Performance indicators	Contents of the self-evaluation report (SER)	Evaluation standards	Score (points)
<p>5.2.1. Planning and carrying out the methodical activity of the teaching staff <i>(Does not apply in the case of external evaluation for the authorization of provisional operation of the joint study programme)</i></p>	<p>1. Reflecting the mechanisms of planning, implementation and support of the methodical activity of the teaching staff with regard to the joint study programme.</p> <p>2. Analysis of the implementation of the plan for editing the curricular support for the joint study programme by the teaching staff employed during the reference period.</p>	<p>1,0 – the institution plans, monitors and fully supports the methodical activity of the teaching staff;</p> <p>0 – the institution plans, monitors, but partially supports/does not support the methodical activity of the teaching staff.</p>	2
		<p>1,0 – the teaching staff carries out the planned methodical activity;</p> <p>0 – the teaching staff partially/does not perform the planned methodical activity.</p>	2



<p>5.2.2. Planning and carrying out the scientific research and innovation activity of the teaching staff <i>(Does not apply in the case of external evaluation for the authorization of provisional operation of the joint study programme)</i></p>	<p>1. Analysis of the effectiveness of the institution's planning and support of scientific research, innovation and technological transfer (and creative activity in the case of artistic education and high-level national and international sports performances in the case of sports education) of the teaching staff involved in realization of the joint study programme. 2. Reflecting the encouragement and support of scientific research, innovation and technological transfer, to strengthen the connection between education and research in the study programme. 3. Analysis of the efficiency of carrying out and monitoring the activity of scientific research, innovation and technological transfer (creative in the case of artistic education and sports in the case of sports education) with reference to the study programme. 4. Analysis of scientific publications of the teaching staff with reference to the study programme. 5. Analysis of the results of the participation of teaching staff with reference to the joint study programme in scientific/community research projects (creative in the case of artistic education and sports in the case of sports education). 6. Analysis of teaching staff participation in national and international scientific events. 7. Analysis of the capitalization on the results of scientific research, innovation and technological transfer, creation in the case of artistic education and sports in the case of sports education, of the teaching staff involved in the study programme.</p>	<p>1,0 – the institution plans and fully supports the activity of scientific research, innovation and technological transfer, including creation (in the case of artistic education) and sports performances (in the case of sports education) of the teaching staff; 0 – the institution partially supports/does not support the activity of scientific research, innovation and technological transfer, including creation (in the case of artistic education) and sports performances (in the case of sports education) of the teaching staff.</p>	<p>2</p>
		<p>1,0 – the teaching staff fully carries out the planned scientific research, innovation and technological transfer activities, including creation (in the case of artistic education) and sports performances (in the case of sports education); 0 – the teaching staff partially/does not perform the planned scientific research, innovation and technological transfer activities, including creation (in the case of artistic education) and sports performance (in the case of sports education).</p>	
		<p>1,0 – the institution monitors the achievement of scientific research, innovation and technological transfer activities, including creation (in the case of artistic education) and sports performances (in the case of sports education) of the teaching staff involved in the joint study programme; 0 – the institution partially monitors/does not monitor the achievement of scientific research, innovation and technological transfer activities, including creation (in the case of artistic education) and sports performances (in the case of sports education) of the teaching staff involved in the joint study programme.</p>	<p>2</p>

	SYSTEM PROCEDURE	Code: PS-00
	PROCEDURE ON THE AUTHORIZATION OF PROVISIONAL OPERATION AND ACCREDITATION OF JOINT STUDY PROGRAMMES	Page: 31/40

		<p>1,0 – the results of the activity of scientific research, innovation and technological transfer, including creation (in the case of artistic education) and sports performances (in the case of sports education) of the teaching staff are capitalized within the joint study programme;</p> <p>0 – the results of scientific research, innovation and technological transfer activity, including creation (in the case of artistic education) and sports performances (in the case of sports education) of the teaching staff are partially capitalized/are not capitalized within the joint study programme.</p>	2
--	--	--	----------

Criterion 5.3. Assessment of teaching staff (2 points)

Performance indicators	Contents of the self-evaluation report (SER)	Evaluation standards	Score (points)
5.3.1. Assessment of teaching staff <i>(Does not apply in the case of external evaluation for the authorization of provisional operation of the joint study programme)</i>	1. Description of the teaching staff assessment process and mechanisms. 2. Analysis of the results of the teaching staff assessment and the measures taken. 3. The efficiency of the teaching staff assessment system at the institution, faculty, department/chair level.	<p>1,0 – the teaching staff from the joint study programme is periodically assessed and measures are taken to continuously improve their performance;</p> <p>0 – the teaching staff from the joint study programme is periodically assessed, but no measures are taken to continuously improve their performance.</p>	2

Accreditation standard 6. Learning resources and student support (13 points)

Institutions should have appropriate funding for learning and teaching activities and ensure that adequate and readily accessible learning resources and student support are provided.

Criterion 6.1. Material and learning resources (8 points)

Performance indicators	Contents of the self-evaluation report (SER)	Evaluation standards	Score (points)
------------------------	--	----------------------	----------------



6.1.1. Existence, endowment and accessibility of educational and research spaces	<ol style="list-style-type: none">1. Quantitative analysis (total number and by category) of the spaces used in the study and research process at the study programme (institutes, centres, incubators, research laboratories).2. Correspondence of educational and research spaces, depending on the requirements of the study programme.3. Determining the area that belongs to a student per category of rooms with reference to the study programme.4. Analysis of the endowment of educational and research spaces according to the objectives of the study programme.5. Description of the relevance of the material base for carrying out practical (seminars, laboratory) and research activities with reference to the study programme.6. Analysis of the accessibility of educational and research spaces to the study programme.	<p>1,0 – the institution provides fully adequate spaces for the study and research process in the study programme;</p> <p>0,5 – the institution partially provides adequate spaces for the study and research process in the study programme;</p> <p>0 – the institution does not provide adequate spaces for carrying out the study and research process in the study programme.</p> <p>Mandatory minimum evaluation standard: The institution partially provides spaces for carrying out the study and research process in the study programme (e.g.: lecture/seminar rooms, computers, laboratories, libraries, reading rooms, gyms, etc.).</p>	2
		<p>1,0 – the institution provides areas per student, as follows:</p> <ul style="list-style-type: none">• lecture rooms – no less than 2,0 m²;• seminar rooms – no less than 2,0 m²;• laboratories – no less than 3,0 m². <p>0,5 – the institution provides areas per student, as follows:</p> <ul style="list-style-type: none">• lecture rooms – at least 1,0 m²;• seminar rooms – at least 1,4 m²;• laboratories – at least 2,0 m². <p>0 – the institution provides areas per student, as follows:</p> <ul style="list-style-type: none">• lecture rooms – less than 1,0 m²;• seminar rooms – less than 1,4 m²;• laboratories – less than 2,0 m². <p>Mandatory minimum evaluation standard: The educational institution provides minimum areas for a student from the study programme, as follows:</p> <ul style="list-style-type: none">• lecture rooms – 1,0 m²;	1



		<ul style="list-style-type: none"> • seminar rooms – 1,4 m²; • laboratories – 2,0 m². 	
6.1.2. Endowment, development and accessibility of the library collection for the study programme	1. Analysis of the endowment/updating of the book collection/periodical editions of the library relevant to the study programme.	<p>1,0 – the library fund is properly endowed, periodically developed and accessible to students and teaching staff;</p> <p>0,5 – the library fund is properly endowed, sporadically developed and partially accessible to students and teaching staff;</p> <p>0 – the library fund is not properly endowed and developed and/or is not accessible to students and teaching staff.</p>	2
6.1.3. Ensuring and providing students with access to curricular support <i>(Does not apply in the case of external evaluation for the authorization of provisional operation of the joint study programme)</i>	<p>1. Analysis of the provision of curricular support (physical and/or electronic) of the study programme.</p> <p>2. Analysis of the accessibility of the curriculum support (physical and/or electronic) of the study programme.</p>	<p>1,0 – the curricular support of the study programme is accessible and appropriate for the training of competences and the achievement of learning outcomes;</p> <p>0 – the curricular support of the study programme is partially accessible and appropriate for the training of competences and the achievement of learning outcomes.</p>	3

Criterion 6.2. Financial resources (3 points)

Performance indicators	Contents of the self-evaluation report (SER)	Evaluation standards	Score (points)
6.2.1. The financial means allocated to the educational and research process for the joint study programme	<p>1. Description of the procedures for planning and allocating the funds intended for the didactic and research process in the income and expenditure budget of the institution that covers the needs of the study programme.</p> <p>2. Analysis of funding sources for the study programme (budgetary/own) and their sufficiency <i>(Does not apply in the case of external evaluation for the authorization of provisional operation of the joint study programme).</i></p>	<p>1,0 – the financial means intended for the didactic and research process are allocated in accordance with the normative framework in force and are sufficient for the implementation of the programme;</p> <p>0,5 – the financial means intended for the didactic and research process are allocated in accordance with the normative framework in force and partially cover the needs for the implementation of the programme;</p> <p>0 – the financial means intended for the didactic and research process are allocated with deviations from</p>	2



		the normative framework in force and/or do not cover the needs for the implementation of the programme.	
6.2.2. Tuition fees and scholarships for the joint study programme <i>(Does not apply in the case of external evaluation for the authorization of provisional operation of the joint study programme)</i>	1. Analysis of scholarship allocation procedures and other forms of material support for students with regard to the study programme. 2. Analysis of the share of students from the study programme who benefit from scholarships and other forms of material support.	1,0 – the procedures for establishing tuition fees, allocating scholarships and other forms of material support are applied in accordance with the normative framework in force; 0,5 – the procedures for establishing tuition fees, allocating scholarships and other forms of material support are applied with non-essential deviations from the normative framework in force; 0 – the procedures for establishing tuition fees, allocating scholarships and other forms of material support are applied with essential deviations from the normative framework in force.	1

Criterion 6.3. Social insurance for students (2 points)

Performance indicators	Contents of the self-evaluation report (SER)	Evaluation standards	Score (points)
6.3.1 Providing students with dormitory <i>(Does not apply in the case of external evaluation for the authorization of provisional operation of the joint study programme)</i>	1. Analysis of the degree of dormitory insurance of students-applicants from the joint study programme (the number of dormitories, the number of places, the surface area for an accommodated student).	1,0 – more than 50% of the students-applicants from the study programme are provided with a dormitory, in accordance with the rules in force; 0,5 – between 10-50% of the students-applicants from the study programme are provided with a dormitory, in accordance with the rules in force; 0 – less than 10% of the students-applicants from the study programme are provided with a dormitory, in accordance with the rules in force.	2

Accreditation standard 7. Information management (5 points)

Institutions should ensure that they collect, analyse and use relevant information for the effective management of their programmes and other activities.

Criterion 7.1. Databases and access to information (5 points)

Performance indicators	Contents of the self-evaluation report (SER)	Evaluation standards	Score (points)
------------------------	--	----------------------	----------------



SYSTEM PROCEDURE

Code: **PS-00**

PROCEDURE ON THE AUTHORIZATION OF PROVISIONAL OPERATION AND ACCREDITATION OF JOINT STUDY PROGRAMMES

Page: 35/40

7.1.1. Databases and access to information of students and staff	1. Description of the processes of collection, analysis and use of information with regard to the study programme in order to manage it effectively. 2. Analysis of the ways of accessing and of the type of information from the databases by the students and staff of the study programme. 3. Description of the system/process of establishing and managing information from the institution's electronic databases. 4. Analysis of ways to ensure database security.	<p>1,0 – the institution has a system/mechanism for collecting information relevant to the management of the study programme, which is accessible to students and staff; 0,5 – the institution has a system/mechanism for collecting information relevant to the management of the study programme, which is partially accessible to students and staff; 0 – the institution does not have a system/mechanism for collecting relevant information for the management of the study programme.</p>	3
		<p>1,0 – the institution has functional electronic databases and ensures secure access to them for students and staff; 0,5 – the institution has partially functional electronic databases without ensuring secure access to them for students and staff; 0 – the institution does not have electronic databases.</p>	2

Accreditation standard 8. Public information (3 points)

Institutions should publish information about their activities, including programmes, which is clear, accurate, objective, up-to date and readily accessible.

Criterion 8.1. Transparency of information of public interest (3 points)

Performance indicators	Contents of the self-evaluation report (SER)	Evaluation standards	Score (points)
8.1.1. Institution/programme webpage and information transparency regarding the joint study programme	1. Organizing the web page and posting/updating information of public interest regarding the study programme. 2. Analysis of the content of information of public interest regarding the study programme on the website of the educational institution, faculty, department/chair.	<p>1,0 – information of public interest regarding the study programme is accessible and updated on the web page of the institution/faculty/department/chair; 0,5 – information of public interest regarding the study programme is partially accessible and/or partially updated on the web page of the institution/faculty/department/chair;</p>	1



	<p>3. Analysis and assessment of the degree of ensuring the transparency of information of public interest regarding the study programme (admission process, teaching, learning, research, assessment, examination results, information on the employment of graduates, etc.).</p> <p>4. Analysis of the process of informing students about the method of awarding scholarships and other forms of material support, as well as the method of distributing accommodation in dormitories.</p>	<p>0 – information of public interest regarding the study programme is not accessible on the web page of the institution/faculty/department/department.</p>	2
		<p>1,0 – the institution fully ensures the transparency of information of public interest regarding the study programme;</p> <p>0,5 – the institution partially ensures the transparency of information of public interest regarding the study programme;</p> <p>0 – the institution does not ensure the transparency of information of public interest regarding the study programme.</p>	

Accreditation standard 9. On-going monitoring and periodic review of programmes (11 points)

Institutions should monitor and periodically review their programmes to ensure that they achieve the objectives set for them and respond to the needs of students and society. These reviews should lead to continuous improvement of the programme. Any action planned or taken as a result should be communicated to all those concerned.

Criterion 9.1. Procedures for regular monitoring, evaluation and review of the joint study programme (7 points)

Performance indicators	Contents of the self-evaluation report (SER)	Evaluation standards	Score (points)
<p>9.1.1. Monitoring the teaching-learning-assessment processes <i>(Does not apply in the case of external evaluation for the authorization of provisional operation of the joint study programme)</i></p>	<p>1. Description of the study programme monitoring and review process.</p> <p>2. Description of the process of monitoring the teaching-learning-assessment activities within the study programme.</p> <p>3. Analysis of the degree of involvement of students, teaching staff and other stakeholders in monitoring the teaching-learning-assessment processes.</p> <p>4. Analysis of the survey results regarding the teaching-learning-assessment activities within the study programme.</p> <p>5. Analysis of the ways/tools to implement/apply the anti-plagiarism system and other mechanisms for</p>	<p>1,0 – the institution has procedures for monitoring and reviewing the educational offer and applies them consistently and efficiently;</p> <p>0,5 – the institution has procedures for monitoring and reviewing the educational offer and applies them sporadically;</p> <p>0 – the institution does not have procedures for monitoring and reviewing the educational offer.</p>	1
		<p>1,0 – the teaching-learning-assessment processes are consistently monitored and effective measures are taken to improve them;</p> <p>0,5 – the teaching-learning-assessment processes are monitored and sporadic measures are taken to improve them;</p>	2



	checking theses/degree projects/graduation theses for integrated studies.	0 – teaching-learning-assessment processes are not monitored.	
9.1.2. Existence and application of self-evaluation procedures of the joint study programme	1. Analysis of the self-evaluation procedures of the joint study programme and the efficiency of their application in order to ensure quality.	1,0 – the institution has and effectively applies self-evaluation procedures of the joint study programme; 0,5 – the institution has procedures for self-evaluation of the study programme and applies them sporadically; 0 – the institution does not have self-evaluation procedures for the joint study programme.	2
9.1.3. Evaluation of the joint study programme by students, graduates, employers and other beneficiaries <i>(Does not apply in the case of external evaluation for the authorization of provisional operation of the joint study programme)</i>	1. Analysis of the results of the beneficiaries' survey regarding the content of the study programme. 2. Analysis of the effectiveness of the preventive/corrective measures taken as a result of the survey of the beneficiaries of the study programme.	1,0 – the study programme is evaluated by all categories of beneficiaries (students, employees, graduates, employers) and measures are taken to continuously improve it; 0,5 – the study programme is evaluated only by some categories of beneficiaries and/or sporadic measures are taken to improve it; 0 – the study programme is not evaluated by the beneficiaries and/or no measures are taken to improve it.	2

Criterion 9.2. Employment (4 points)

Performance indicators	Contents of the self-evaluation report (SER)	Evaluation standards	Score (points)
9.2.1. Mechanisms for recording the employment and evolution of graduates from the joint study programme on the labour market	1. Analysis of the institutional mechanisms for recording the employment and the professional evolution of the graduates of the joint study programme. 2. Analysis of the procedures and results of career guidance and counselling activities.	1,0 – the institution has mechanisms for recording employment and the professional development of graduates and applies them consistently; 0,5 – the institution has mechanisms to record the employment and the professional development of the graduates of the study programme and applies them sporadically;	2



<i>(Does not apply in the case of external evaluation for the authorization of provisional operation of the joint study programme)</i>	3. Analysis of the employment rate of graduates of the joint study programme according to the general field of study (in the first year after graduation).	0 – the institution does not have mechanisms to record the employment and the professional evolution of the graduates.	
	4. Analysis of the results of the questionnaires in order to match the competencies of the graduates of the joint study programme with the requirements of the labour market.	1,0 – the institution systematically carries out career guidance activities; 0,5 – the institution sporadically carries out career guidance activities; 0 – the institution does not carry out career guidance activities.	1
	5. Analysis of the results/performances of graduates from the joint study programme with socioeconomic impact in various fields of activity (at local, national or international level). 6. Analysis of the data regarding the continuation of the studies of the graduates of the joint study programme in the next study cycle.	1,0 – the employment rate of graduates according to the field of professional training (in the first year after graduation) is over 60%; 0,5 – the employment rate of graduates according to the field of professional training (in the first year after graduation) is 50 - 60%; 0 – the employment rate of graduates according to the field of professional training (in the first year after graduation) is less than 50%.	1

Accreditation standard 10. Cyclical external quality assurance (4 points)

Institutions should undergo external quality assurance on a cyclical basis.

Criterion 10.1. External quality assurance (4 points)

Performance indicators	Contents of the self-evaluation report (SER)	Evaluation standards	Score (points)
10.1.1. Implementation of the provisions and recommendations of the Ministry of Education, Culture and Research and of the relevant ministries and of the observations, recommendations and	1. Analysis of the institutional procedures for communication, execution and monitoring of the provisions and recommendations of the MER and relevant ministries and their application. 2. Analysis of the observations, recommendations and decisions of ANACEC/other quality assurance agencies and the measures taken regarding the	1,0 – the institution has and applies procedures for communication, execution and monitoring of the provisions and recommendations of the MER and relevant ministries; 0,5 – the institution executes and monitors the provisions and recommendations of the MER and relevant ministries, but does not have approved procedures;	1



<p>decisions formulated based on the external evaluation by ANACEC / other quality assurance agencies <i>(Does not apply in the case of external evaluation for the authorization of provisional operation of the joint study programme)</i></p>	<p>development of the study programme as a result of the external evaluation.</p>	<p>0 – the institution does not implement the provisions and recommendations of the MER and relevant ministries. 1,0 – the institution examines the observations, recommendations and decisions of ANACEC/other quality assurance agencies and undertakes consistent measures for the development of the study programme after the external evaluation; 0,5 – the institution examines the observations, recommendations and decisions of ANACEC/other quality assurance agencies and undertakes sporadic measures for the development of the study programme after the external evaluation; 0 – the institution does not take measures to develop the study programme after its external evaluation.</p>	<p>3</p>
--	---	---	-----------------

