

A3ES

Agência de Avaliação
e Acreditação
do Ensino Superior

GUIDE FOR THE ASSESSMENT REPORT OF STUDY PROGRAMMES IN OPERATION

AACEF-APERA 2023/2024-2028/2029

(Last updated on 1.2.24)

CONTEXT OF THE ASSESSMENT OF THE STUDY PROGRAMME

Under the terms of the legal regime for the assessment of higher education (Law No. 38/2007, of 16 August), the external assessment of study programmes must be carried out periodically every six years.

The process of assessment/accreditation of study programmes in operation (ACEF) and non-aligned study programmes (PERA) has as a fundamental element the self-assessment report prepared by the institution under evaluation, which should focus on the processes considered critical to ensure the quality of teaching and the methodologies to monitor/improve such quality, including how institutions monitor and evaluate the quality of their teaching and research programmes. The assessment is carried out by an External Assessment Team (EAT), composed of experts selected by the Agency based on their curricula and experience and supported by an Agency official who acts as project coordinator for the procedure. The EAT analyses the self-assessment report and decides on the assessment model to be applied, whether regular or simplified.

The Management Board is responsible for the final decision in terms of accreditation. When formulating the resolution, the Management Board will consider the EAT's final report, and if there are relevant professional associations, their opinion will also be considered. The Management Board may, however, make decisions that differ from the EAT's recommendation to ensure the fairness and balance of the final decisions. Thus, and in relation to the recommendation of the EAT, the Management Board may decide, in a reasoned manner, in a favourable (less demanding than the EAT) or unfavourable (more demanding than the EAT) disagreement with those experts.

Composition of the EAT

The composition of the EAT assessing the present study programme is as follows:

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(Autofill)

ASSESSMENT OF THE STUDY PROGRAMME

1. General characterisation of the study programme.

1.1. Higher Education Institution / Founding body.

Automatically filled in by the A3ES Information System.

- 1.1.1.** Other Higher Education Institutions (application in association with national institutions) (article 41 and subsequent of Decree-Law no. 74/2006, 24 March, as amended by Decree-Law no. 65/2018, 16 August and added to by Decree-Law no. 27/2021, 16 April).

Automatically filled in by the A3ES Information System.

- 1.1.2.** Other Higher Education Institutions (application in association with foreign institutions) (article 41 and subsequent of Decree-Law no. 74/2006, 24 March, as amended by Decree-Law no. 65/2018, 16 August and added to by Decree-Law no. 27/2021, 16 April).

Automatically filled in by the A3ES Information System.

- 1.1.3.** Other Institutions (in cooperation) (article 41 and subsequent of Decree-Law no. 74/2006, 24 March, as amended by Decree-Law no. 65/2018, 16 August and added to by Decree-Law no. 27/2021, 16 April. See article 6 of Decree-Law no. 133/2019, 3 September, if applicable).

Automatically filled in by the A3ES Information System.

1.2. Unit (faculty, school, institute, etc).

Automatically filled in by the A3ES Information System.

- 1.2.1.** Identification of the partner(s)'s unit(s) (faculty, school, institute, etc.) (application in association with national institutions).

Automatically filled in by the A3ES Information System.

- 1.2.2.** Identification of the partner(s)'s unit(s) (faculty, school, institute, etc.) (application in association with international institutions).

Automatically filled in by the A3ES Information System.

- 1.2.3.** Identification of the partner(s)'s unit(s) (faculty, school, institute, companies, etc.) (application in cooperation).

Automatically filled in by the A3ES Information System.

1.3. Name of the study programme.

Automatically filled in by the A3ES Information System.

1.4. Degree.

Automatically filled in by the A3ES Information System.

1.5. Publication of the study plan in "Diário da República".

Automatically filled in by the A3ES Information System.

1.6. Main scientific area of the study programme.

Automatically filled in by the A3ES Information System.

1.7. CNAEF classification of the fundamental areas of the study programme (Order no. 256/2005, 16 March) (CNAEF with three digits):

1.7.1. CNAEF classification – first fundamental area.

Automatically filled in by the A3ES Information System.

1.7.2. CNAEF classification – second fundamental area, if applicable.

Automatically filled in by the A3ES Information System.

1.7.3. CNAEF classification – third fundamental area, if applicable.

Automatically filled in by the A3ES Information System.

1.8. Number of ECTS credits necessary to obtain the degree.

Automatically filled in by the A3ES Information System.

1.9. Duration of the study programme (paragraph c) of article 3, Decree-Law no. 74/2006, 24 March, as amended by Decree-Law no. 65/2018, 16 August):

Automatically filled in by the A3ES Information System.

1.10. Maximum number of admissions.

1.10.1. Current maximum number of admissions.

Automatically filled in by the A3ES Information System.

1.10.2. Maximum number of admissions proposed (when different from the current number) and justification.

Automatically filled in by the A3ES Information System.

1.10.3. Evaluation of the maximum number of admissions

Is the maximum number of admissions (either current or proposed, if applicable) adequate considering the conditions of the study programme?

- Yes / No / In part



1.10.3.1. Rationale.

Alphanumeric field (1000 characters)

1.11. Specific enrolment requirements (paragraph f), article 3rd of Decree-Law no. 74/2006, March 24, as written in Decree-Law no. 65/2018, August 16).

Automatically filled in by the A3ES Information System.

1.12. Teaching modality.

Automatically filled in by the A3ES Information System.

1.12.1. Working regime, if face-to-face.

Automatically filled in by the A3ES Information System.

1.12.1.1. If other, please specify.

Automatically filled in by the A3ES Information System.

1.13. Location where the study programme will be offered (if face-to-face).

Automatically filled in by the A3ES Information System.

1.14. Regulation for crediting academic education and professional experience, published in Diário da República (PDF, max. 500kB) (article no. 45-A, of Decree-Law no. 74/2006, March 24, as amended by Decree-Law no. 65/2018, August 16).

Automatically filled in by the A3ES Information System.

1.15. Possible observations by the EAT.

Possible comments by the EAT on the characterisation elements of the study programme (1000 characters).

2. Accreditation decision in the previous assessment.

2.1. A3ES reference for the previous assessment procedure.

Automatically filled in by the A3ES Information System.

2.2. Date of the decision.

Automatically filled in by the A3ES Information System.

2.3. Decision of the Management Board.

Automatically filled in with the decision of the Board.

2.4. Accreditation period.

Automatically filled in by the A3ES Information System.

2.5. Starting date:

Automatically filled in by the A3ES Information System.

3. Summary of improvement measures and changes to the study programme since the previous assessment.

Assessment of the summary of improvement measures and changes to the programme since the previous assessment.
(9 000 characters)

4. Curricular development and study plan.

4.1. Do the current curricular development and study plan match the ones published in Diário da República (item 1.5)?

Automatically filled in by the A3ES Information System.

4.2. Curricular restructure (if applicable)

4.2.1. Assessment and validation of the proposal for curricular restructuring.

Assessment of the timeliness, reasoning and adequacy of the curricular restructuring proposal (if any). Recommendation of acceptance (total or conditional) or non-acceptance of the proposal. (9 000 characters)

5. Teaching staff

5.1. Coordination of the study programme

The teacher or teachers responsible for coordinating the study programme have the appropriate profile:

- Yes / No

☐

5.2. Compliance with legal requirements

The teaching staff complies with the legal requirements of its own, academically qualified and specialized teaching staff:

- Yes / No

☐

5.3. Adequacy of the workload

The workload of the teaching staff is adequate:

- Yes / No

☐

5.4. Stability

Most of the teachers maintain a connection to the institution for a period of more than three years:

- Yes / No

☐

5.5. Training dynamics

The number of teachers in doctoral programmes for more than one year is appropriate to the academic qualification and specialization needs of the teaching staff of the study programme, when necessary:

- Yes / No

☐

5.6. Overall appraisal of the teaching staff

5.6.1. Overall appraisal

Comprehensive, reasoned assessment of the adequacy of the teaching staff of the study programme. (4 500 characters)

5.6.2. Strengths

Strengths of the teaching staff of the study programme. (3 000 characters)

5.6.3. Recommendations for improvement

Recommendations for improvement of the teaching staff of the study programme. (3 000 characters)

6. Technical, administrative and management staff.

6.1. Professional and technical competence

The technical, administrative and management staff have the appropriate professional and technical competence to support the teaching of the study programme:

- Yes / No

☐

6.2. Adequacy in numbers

The number and working arrangements of technical, administrative and management staff correspond to the needs of the study programme:

- Yes / No

☐

6.3. Overall appraisal of the technical, administrative and management staff

6.3.1. Overall appraisal

Comprehensive, reasoned assessment of the adequacy of the technical, administrative and management staff supporting the study programme. (4 500 characters)

6.3.2. Strengths

Strengths of the technical, administrative and management staff supporting the study programme. (3 000 characters)

6.3.3. Recommendations for improvement

Recommendations for improvement of technical, administrative and management staff supporting the study programme. (3 000 characters)

7. Changes to facilities, partnerships, and structures supporting the teaching and learning processes and internships (changes not included in item 3 of the Self-Assessment Report).

7.1. Overall appraisal of the changes, if any.

Comments on changes to facilities, partnerships, and support structures for teaching and learning processes and internships. (3,000 characters)

8. Assessment standards in the study programme.

8.1. Students enrolled in the study programme in the current academic year.

8.1.1. Total number of students enrolled.

Automatically filled in.

8.1.2. Characterization by Gender.

Automatically filled in by the A3ES Information System.

8.1.3. Number of students enrolled by curricular year.

Automatically filled in.

8.1.4. Possible additional information on student characterization.

Automatically filled in.

8.2. Demand for the study programme.

8.2.1. Demand for the study programme.

There has been a consistent demand for the study programme by potential students over the last 3 years:

- Yes / No

☐

8.2.2. Assessment of the demand of the study programme

8.2.2.1. Overall appraisal

Comprehensive, reasoned assessment of the student body and demand for the study programme (4 500 characters)

8.2.2.2. Strengths

Strengths of the student body of the study programme. (3 000 characters)

8.2.2.3. Recommendations for improvement

Recommendations for the improvement of the student body of the study programme. (3 000 characters)

8.3. Academic Results

8.3.1. Training efficiency

The training efficiency of the student population is satisfactory and is adequately monitored:

- Yes / No

☐

8.3.2. Employability

The employability levels of graduates of the study programme do not evidence difficulties in transitioning to the labour market:

- Yes / No

☐

8.3.3. Overall assessment of the academic results

8.3.3.1. Overall appraisal

Comprehensive, reasoned assessment of the academic results in the study programme. (4 500 characters)

8.3.3.2. Strengths

Strengths of academic results in the study programme. (3,000 characters)

8.3.3.3. Recommendations for improvement

Recommendations for improving academic results in the study programme. (3 000 characters)

8.4. Internationalization results.

8.4.1. Mobility of students, teachers and technical, administrative and management staff.

There is a significant level of mobility of students, teachers and technical, administrative and management staff of the study programme:

- Yes / No

☐

8.4.2. Foreign students

There are foreign students enrolled in the study programme (in addition to students in mobility):

- Yes / No

☐

8.4.3. Participation in international networks

The institution participates in international networks relevant to the study programme:

- Yes / No

☐

8.4.4. Overall assessment of the level of internationalization

8.4.4.1. Overall appraisal

Comprehensive, reasoned assessment of the level of internationalization of the study programme. (4 500 characters)

8.4.4.2. Strengths

Strengths of the level of internationalization of the study programme. (3 000 characters)

8.4.4.3. Recommendations for improvement

Recommendations for improving the level of internationalization of the study programme. (3 000 characters)

8.5. Results of research and development activities and/or advanced training and high-level professional development

8.5.1. Research units

The institution has organizational and human resources to integrate its faculty members in research activities, either by itself or through its participation or collaboration, or that of its teachers and researchers, in recognized scientific institutions:

- Yes / No

☐

8.5.2. Scientific or artistic production

There are scientific publications by the teaching staff of the study programme in international peer-reviewed journals, books and book chapters or works of artistic production, or publications resulting from supervised research activities or high-level professional development, in the last five years, with relevance to the area of the study programme:

- Yes / No

☐

8.5.3. Other publications

There are other publications by the teaching staff with relevance to the area of the study programme, namely of a pedagogical nature:

- Yes / No

☐

8.5.4. Activities of technological and artistic development

The activities of technological and artistic development, service providing to the community and advanced training in the fundamental area(s) of the study programme represent an effective contribution to national, regional, and local development, scientific culture and cultural, sports and artistic fields:

- Yes / No

☐

8.5.5. Integration in national and international projects and partnerships

Scientific, technological, and artistic activities are integrated into national and international projects and/or partnerships:

- Yes / No

☐

8.5.6. Overall assessment of the results of scientific, technological, and artistic activities

8.5.6.1. Overall appraisal

Comprehensive, well-founded assessment of the results of scientific, technological, and artistic activities. (4 500 characters)

8.5.6.2. Strengths

Strengths of the results of scientific, technological, and artistic activities. (3 000 characters)

8.5.6.3. Recommendations for improvement

Recommendations for improving the results of scientific, technological, and artistic activities. (3 000 characters)

8.6. Overall assessment of quality assurance mechanisms

8.6.1. Quality assurance mechanisms

Are the quality assurance mechanisms effective in promoting quality improvements in the study programme?

- Yes / No

☐

8.6.2. Overall appraisal

Assessment of the effectiveness of the quality assurance mechanisms of the study programme, based on the last self-assessment report of the study programme prepared under the internal quality assurance system. (4 500 characters)

8.6.3. Strengths

Strengths of the quality assurance mechanisms of the study programme. (3 000 characters)

8.6.4. Recommendations for improvement

Recommendations for improving the quality assurance mechanisms of the study programme. (3,000 characters)

9. Overall assessment of the study programme

Summary of the assessment made throughout the report, systematizing the strengths and weaknesses of the study programme. (9 000 characters)

9.1. Observations (optional)

PDF (500 kB)

10. Preliminary Recommendation

10.1. Preliminary Recommendation

Based on the overall assessment of the study programme, the EAT recommends the:

- Accreditation / conditional accreditation / non-accreditation of the study programme



10.2. Accreditation period

Number of years of accreditation

10.3. Maximum recommended admissions number

Numerical value

10.4. Conditions

In the case of a conditional accreditation recommendation, indication of the conditions to be met and respective implementation period. (4 500 characters)

11. Response analysis (if applicable)

11.1. Appraisal of the institution's response (when applicable)

Appraisal of the institution's response to the preliminary report, if any. (4 500 characters)

11.2. Observations

Additional comments that the EAT considers relevant to submit. (9 000 characters)

12. Final recommendation

12.1. Final recommendation

Based on the overall assessment/response of the study programme, the EAT recommends the:

- Accreditation / conditional accreditation / non-accreditation of the study programme



12.2. Accreditation period

Number of years of accreditation

12.3. Maximum recommended admissions number

Numerical value

12.4. Conditions

In the case of a conditional accreditation recommendation, indication of the conditions to be met and respective implementation period. (4 500 characters)

APPENDIX – Decision criteria and instructions for filling in the report

1. General characterisation of study programme.

All fields in this section of the report are automatically filled in from the self-assessment report, except field 1.15, where the EAT may, if it wishes, enter comments on the elements of the study programme characterisation, specifically if the institution requests an increase in the maximum number of admissions.

2. Accreditation decision in the previous assessment.

All fields in this section of the report are automatically filled in from the self-assessment report.

3. Summary of improvement measures and changes to the study programme since the previous assessment.

Assessment of the summary of improvement measures and changes to the programme since the previous assessment.

4. Curricular development and study plan.

The goal of this section is to evaluate and validate the study plan proposal, without impact on other comments already made regarding changes implemented since the previous assessment.

4.1. Do the current curricular development and study plan match the ones published in Diário da República (item 1.5)?

Automatically filled in by the A3ES Information System.

4.2. Curricular restructure (if applicable)

Criterion: The proposed changes to the syllabus and the study plan are timely, comply with applicable legal requirements (Decree-Law 74/2006, of March 24, amended by Decree-Law 63/2016, of September 13) and represent an improvement in the curricular organisation of the study programme.

Guidelines: Appraisal of the timeliness, rationale and adequacy of the presented proposal for curricular restructuring (when it exists).

The EAT should issue an explicit recommendation for acceptance, acceptance with conditions or non-acceptance of the proposal.

Note: The in-depth reflection carried out by the institution in the context of the preparation of the self-assessment report of the study programme is an appropriate moment to consider the possible need for scientific updating of the curricular structure, as foreseen in standard 1.9 of the European Standards and Guidelines. With this concern in mind, the following guidelines were transmitted to higher education institutions in the self-assessment guidelines:

This section of the guidelines, which is optional in nature, is intended to enable the institution to propose adjustments to the curricular structure of the study programme, as long as there is no change in the designation, duration and objectives of the study programme.

Exceptionally, a proposal for a change of designation may be accepted without changing the objectives, as long as the previous section appropriately justifies that the proposed designation is better aligned with the objectives of the study programme.

These adjustments should always follow from the SWOT analysis and the improvement actions presented in the previous section, where their convenience is highlighted and justified.

It should be noted that the changes proposed in this section are not subject to the limits defined by A3ES Resolution 2392/2013 on the elements that characterize a study programme, which has a different framework. The institution will propose here the changes that, in its view, correspond to a better way of organising the study programme to meet the objectives defined for it. It will be for the EAT to assess the timeliness and relevance of these changes, in the light of this report and the information gathered and the discussions during the visit (if applicable), and it will be for the Management Board to decide whether or not to accept them.

The proposal should clearly state the changes intended to the curricular structure and the corresponding study plan, adding completed curricular unit files descriptions corresponding to the new curricular units.

5. Teaching staff

5.1. Coordination of the study programme

Criterion: The staff members indicated to coordinate the study programme have an adequate academic and professional profile in the area of the study programme and have a full-time contractual relationship with the institution (see sections 1.1 (university) or 1.2 (polytechnic) of Qualifications Criteria for Teaching Staff).

Guidelines: Appraisal of the adequacy of the profile of the teaching staff responsible for the coordination of the study programme according to the legal requirements applicable to the qualification level and nature of the programme.

5.2. Compliance with legal requirements

Criterion: Requirements stipulated in the document *Qualification Criteria for Teaching Staff*.

Guidelines: Appraisal of the fulfilment of the requirements stipulated in the document *Qualification Criteria for Teaching Staff*, concerning the institutions' own teaching staff, academically qualified staff and specialised staff, considering the university or polytechnic nature of the degree offered.

In the count of PhD holders specialized in the key area or areas of the study programme the following should be included: PhD holders in the area; teaching staff with basic training in the area and PhD in related area; and PhD holders in related area and scientific production in the area of the study programme.

5.3. Adequacy of the workload

Criterion: The teaching loads attributed to staff are balanced and compatible with the other functions proper to higher education teaching staff.

Guidelines: Verification that the workload is adequate, in particular as regards the balance of teaching loads assigned to teaching staff.

5.4. Stability

Criterion: Most teaching staff have a stable employment in the institution.

Guidelines: Appraisal of the degree of stability of the study programme's teaching staff, in particular if the majority have been employed in the institution for over three years.

5.5. Training dynamics

Criterion: The institution promotes the academic qualification of its staff.

Guidelines: Assessment of the teaching staff training dynamics, namely whether the number of staff in doctoral programs for over a year is adequate to the current needs for the academic qualification and specialization of the teaching staff of the study programme

5.6. Overall appraisal of the teaching staff

5.6.1. Overall appraisal

Overall appraisal of the quality and adequacy of the teaching staff of the study programme, summarising the conclusions of the assessments made in the previous items. Evidence should be presented to substantiate the assessments of non-compliance or partial compliance in the preceding items.

5.6.2. Strengths

Strengths regarding the quality and adequacy of teaching staff.

5.6.3. Recommendations for improvement

Recommendations of measures for improving the quality of teaching staff.

6. Technical, administrative and management staff.

6.1. Professional and technical competence

Criterion: The institution has non-academic staff who are sufficiently qualified to ensure the proper functioning of the study programme.

Guidelines: Appraisal of the adequacy of the professional and technical capacity of non-academic staff who support the study programme

6.2. Adequacy in numbers

Criterion: The institution has sufficient non-academic staff to ensure the proper functioning of the study programme.

Guidelines: Appraisal of the adequacy of numbers and employment regime of non-academic staff, considering the support needs of the study programme

6.3. Overall appraisal of the technical, administrative and management staff

6.3.1. Overall appraisal

Justified global appraisal on the quality and adequacy of the non-academic staff supporting the study programme, summarising the conclusions of the assessments made in the previous items.

Evidence should be presented to substantiate the assessments of non-compliance or partial compliance in the preceding items.

6.3.2. Strengths

Strengths of the technical, administrative and management staff supporting the study programme.

6.3.3. Recommendations for improvement

Recommendations for improvement of technical, administrative and management staff supporting the study programme.

7. Changes to facilities, partnerships, and structures supporting the teaching and learning processes and internships (changes not included in item 3 of the Self-Assessment Report).

7.1. Overall appraisal of the changes, if any.

Comments on changes to facilities, partnerships, and support structures for teaching and learning processes and internships (if present).

8. Assessment standards of the study programme.

8.1. Students enrolled in the study programme in the current academic year.

All fields in this section of the report are automatically filled in from the self-assessment report.

8.2. Demand for the study programme

8.2.1. Assessment of the demand of the study programme

Criterion: The number of students enrolled in the study programme in the last three years is adequate for its sustainable operation, and there is no significant downward trend.

Guidelines: Appraisal of the indicators for the demand for the study programme in the last three years, in terms of their consistency and sustainability

8.2.2. Appraisal of the demand for the study programme

8.2.2.1. Overall appraisal

Overall appraisal of the quality of the student body and the sustainability of the demand for the study programme. Should the study programme have different modes of operation, include an analysis of the balance of the number of students in each mode and the suitability of the teaching and learning processes to these different modes of operation. Evidence should be presented to substantiate the assessments of non-compliance or partial compliance in the preceding items

8.2.2.2. Strengths

Strengths of the student body of the study programme.

8.2.2.3. Recommendations for improvement

Recommendations for the improvement of the student body of the study programme.

8.3. Academic Results

8.3.1. Training efficiency

Criterion: The percentages of students who obtain the degree in the regular duration of the study programme and of those who take 1, 2 or more than 2 years beyond this time are reasonable.

Guidelines: Appraisal of the degree of academic success in the study programme (time-to-completion, retention and dropout rates, comparison of academic success in the different disciplinary areas of the study programme) and the way in which it is monitored.

8.3.2. Employability

Criterion: Employment data do not reveal the existence of significant unemployment in the sector, nor among graduates of this study programme.

Guidelines: Appraisal of the employability levels of study programme graduates and their transition to the labour market

8.3.3. Overall assessment of the academic results

8.3.3.1. Overall appraisal

Overall appraisal of the academic results in the study programme, summarising the conclusions of the assessments made in the previous items.

Evidence should be presented to substantiate the assessments of non-compliance or partial compliance in the preceding items.

8.3.3.2. Strengths

Strengths of academic results in the study programme

8.3.3.3. Recommendations for improvement

Recommendations for improving academic results in the study programme.

8.4. Internationalization results

8.4.1. Mobility of students, teachers and technical, administrative and management staff

Criterion: Mobility of students, teachers and technical, administrative and management staff is encouraged.

Guidelines: Appraisal of the level of participation of students, teachers and technical, administrative and management staff in mobility programmes.

8.4.2. Foreign students

Criterion: The existence of foreign students enrolled in the study programme is considered positive.

Guidelines: Appraisal of the level of internationalisation of the student body of the study programme.

8.4.3. Participation in international networks

Criterion: The institution promotes the participation in international networks in the disciplinary area of the study programme.

Guidelines: Appraisal of the institution's level of participation in international networks relevant for the study programme

8.4.4. Overall assessment of the level of internationalization

8.4.4.1. Overall appraisal

Appraisal of the level of internationalisation of the study programme, summarising the conclusions of the assessments made in the previous items.

Evidence should be presented to substantiate the assessments of non-compliance or partial compliance in the preceding items.

8.4.4.2. Strengths

Strengths of the level of internationalization of the study programme.

8.4.4.3. Recommendations for improvement

Recommendations for improving the level of internationalization of the study programme.

8.5. Results of research and development activities and/or advanced training and high-level professional development

8.5.1. Research units

Criterion: The institution, by itself or through its participation or collaboration, or through that of its teaching staff and researchers, in recognized scientific institutions, meets the criteria established in section 2.1 of the document Qualifications Criteria for Teaching Staff related to the development of recognized research activity or high-level professional development in the scientific area of the study programme.

Guidelines: Appraisal of the organizational and human resources available to the institution for the integration of its teaching staff in research activities and the respective degree of integration. These activities can take place in the institution itself or through the participation or collaboration of its teaching staff and researchers in recognized scientific institutions, taking into account the criteria established in section 2 of the document Qualifications Criteria for Teaching Staff regarding the development of recognized activities of scientific research, or of applied research and high level professional development, in the fundamental area or areas of the study programme, according to the university or polytechnic nature of the institution and the type of degree awarded (bachelor, master or doctorate).

8.5.2. Scientific or artistic production

Criterion: The institution's teaching staff play an active, relevant and internationally recognized role in scientific research, artistic production or applied research and high-level professional development in the scientific area of the study programme.

Guidelines: Appraisal of the scientific and artistic production or of the output of applied research activities or of high-level professional development of the teaching staff of the study programme in the last five years, as well as their degree of internationalisation, taking into consideration the university or polytechnic nature of the institution.

8.5.3. Other publications

Criterion: The existence of pedagogical publications, or other publications relevant to the study programme, is considered as a positive factor.

Guidelines: Appraisal of the production of other publications by the teaching staff relevant to the area of the study programme, namely publications of a pedagogical nature.

8.5.4. Activities of technological and artistic development

Criterion: There are activities of technological and artistic development, provision of services to the community or advanced training of recognized value.

There is a significant contribution to national, regional and local development and promotion of actions for interaction with the community.

Guidelines: Appraisal of the existence and of the degree of economic valuation of technological and artistic development activities, provision of services to the community and advanced training in the fundamental area or areas of the study programme as well as of their impact on national, regional and local development, scientific culture and cultural, sports and artistic actions.

8.5.5. Integration in national and international projects and partnerships

Criterion: The existence of partnerships with other institutions, national and/or foreign, and of collaborative actions inside and outside the institution, is evaluated positively. Mechanisms exist to promote inter-institutional collaboration.

Relations with the surrounding environment are promoted, particularly with the business community and the public sector.

Guidelines: Appraisal of the degree of integration of scientific, technological and artistic activities into national and international projects and/or partnerships.

8.5.6. Overall assessment of the results of scientific, technological, and artistic activities

8.5.6.1. Overall appraisal

Appraisal of the results of scientific, technological and artistic activities in the area of the study programme, summarising the conclusions of the assessments made in the previous items. In case the institution has no research unit in the area of the study programme, the degree of integration of teaching staff in the research centres of other institutions as well as their level of scientific, technological and artistic production should be mentioned. Evidence should be presented to substantiate the assessments of non-compliance or partial compliance in the preceding items.

8.5.6.2. Strengths

Strengths of the results of scientific, technological, and artistic activities.

8.5.6.3. Recommendations for improvement

Recommendations for improving the results of scientific, technological, and artistic activities.

8.6. Overall assessment of quality assurance mechanisms

8.6.1. Quality assurance mechanisms

Criterion: There is a self-assessment report of the study programme prepared within the scope of the internal quality assurance system, reflecting ongoing monitoring and periodic evaluation.

Guidelines: Assessment of the degree of adequacy of the quality assurance mechanisms of the study cycle, particularly regarding procedures for collecting

information (including results from student surveys and monitoring academic success), ongoing monitoring and periodic evaluation of study cycles, discussion and use of the results of these evaluations in defining improvement measures, and monitoring the implementation of these measures.

8.6.2. Overall appraisal

Appraisal of the effectiveness of quality assurance mechanisms, based on the appropriateness of the last self-assessment report of the study programme drafted within the system. compliance in the preceding items

8.6.3. Strengths

Strengths of the quality assurance mechanisms of the study programme.

8.6.4. Recommendations for improvement

Recommendations for improving the quality assurance mechanisms of the study programme.

9. Overall assessment of the study programme

General appraisal of the study programme, synthesising the assessments made throughout the report, summarising the strengths and weaknesses of the study programme, and the main recommendations made.

This synthesis, in addition to supporting the decision proposed in the next section, targets in particular the external stakeholders (potential applicants, families, employers, society in general), therefore a very technical language should be avoided.

Note: In case of a negative or conditional recommendation, the aspects of the accreditation criteria that are not complied with by the proposal should be explicitly mentioned in this section and quantified whenever relevant.

9.1. Observations (optional)

PDF (500 kB)

Additional observations the External Assessment Team wishes to submit.

10. Preliminary Recommendation

10.1. Preliminary Recommendation

Based on the global appraisal presented in the previous point, the EAT should recommend the decision to be taken on the accreditation of the study programme in terms of "accreditation", "accreditation with conditions" or "non-accreditation".

10.2. Accreditation period

Number of years of accreditation

10.3. Maximum recommended admissions number

Numerical value.

10.4. Conditions

In the case of a conditional accreditation recommendation, indication of the conditions to be met and respective implementation period.

11. Response analysis (if applicable)

11.1. Appraisal of the institution's response (where applicable)

Appraisal of the institution's response to the preliminary report, if any.

The appraisal of the response does not invalidate the necessity (and compulsory nature) of the proper rectification of the report in the points where the EAT acknowledges that there are factual errors to be corrected.

11.2. Observations

Additional comments that the EAT considers relevant to submit.

12. Final recommendation

12.1. Final recommendation

Following the overall assessment and the response of the institution, the EAT should recommend the decision to be taken on the accreditation of the study programme in terms of "accreditation", "accreditation with conditions" or "non-accreditation".

12.2. Accreditation period

Number of years of accreditation.

12.3. Maximum recommended admissions number

Numerical value.

12.4. Conditions

In the case of a conditional accreditation recommendation, indication of the conditions to be met and respective implementation period.

Attachment: Maximum Number of Admissions - NMA

In accordance with article 64, number 1, of the Regime Jurídico das Instituições do Ensino Superior, approved by Law No. 62/2007, of September 10, the annual maximum number of new admissions, as well as the maximum number of students who can be enrolled in each study programme, each academic year, is annually set by higher education institutions well in advance, taking into account their resources, especially in terms of teaching staff, facilities, equipment, and financial means.

The maximum number of admissions, according to Despacho No. 3580/2023 from the Minister of Science, Technology, and Higher Education, published in the Diário da República, 2nd series, on March 21, is the limit set by A3ES for the total admissions to a specific study programme each year, whether it is a bachelor's, master's, or doctoral study programme. In the case of admission to bachelor's and integrated master's study cycles at each institution/study programme pair, this includes admissions through the general access to higher education (national access call, local competitions, or institutional competitions) and admissions through special competitions for access and entry into higher education, as well as competitions for switching courses and transferring to the 1st curricular year. These special competitions include calls for individuals over 23 years old, holders of technological specialization diplomas, holders of professional higher education diplomas, holders of other higher education degrees, as well as the admission of international students and holders of dual certification secondary level courses, as well as specialized artistic courses.

The establishment of the maximum limit for admissions to a study cycle depends on the above-mentioned conditions, which, according to the evaluation carried out by the Higher Education Assessment and Accreditation Agency within the accreditation procedure, particularly with support from the technical-scientific judgment of the External Assessment Team, ensure the quality of the study programme. For this reason, such a quantitative limit cannot depend on the greater or lesser demand for the study cycle or any other factor external to these conditions.

Considering the period between the assessments of ongoing study programmes, which occurs every six years, it is justified to consider a review of the maximum number of admissions when the higher education institution considers that, during the accreditation period, it has conditions for an increase in the maximum number of admissions to occur before the next assessment cycle.

However, the maximum number of admissions is not a defining element of study cycles, within the meaning of article 76-A of Decree-Law No. 74/2006, of March 24, in its current wording, so such a review cannot take place under the terms regulated by Resolution No. 2392/2013, of the Board of Directors of the Higher Education Assessment and Accreditation Agency, published in the Diário da República, Series II, of December 26, 2013 (<https://files.diariodarepublica.pt/2s/2013/12/250000000/3676936770.pdf>).

Therefore, it is important to establish a procedure under which the maximum number of admissions to a specific study cycle can be reviewed.