

Guidelines for Prior Assessment/Accreditation of a New Study Programme

(University and Polytechnic Education)

APAPNCE 2022 EN

October 2022

(updated in 12.10.2022)

Context of the Assessment of Proposals for New Study Programmes

Under the legal framework for the assessment of higher education (Law no. 38/2007, of 16 August), the entry into operation of a new study programme requires its prior accreditation by the A3ES.

The prior accreditation of new study programmes (NCE Process) has as fundamental element the proposal prepared by the applying institution, submitted on the Agency's platform through the Guidelines for Requesting Prior Accreditation of a New Study Programme (Guidelines PAPNCE).

The assessment is carried out by an external assessment team (EAT), composed of experts selected by the Agency based on their curriculum and experience and supported by an Agency staff member, who acts as the case officer. The EAT analyses the proposal in the light of the applicable criteria, published namely as an Appendix to these guidelines.

The EAT, using the appropriate electronic form, prepares, under the supervision of its President, the preliminary version of the external assessment report of the study programme. The Agency forwards the preliminary report to the higher education institution for examination and possible response, within the fixed time period. In case of a response, the team may review the report, if it so considers fit, approves its final version and submits it on the Agency's platform.

The final decision on accreditation is the responsibility of the Management Board. In the formulation of the decision, the Management Board will take into account the final report of the EAT and, if there are relevant professional bodies and associations, their opinion will also be considered. The Management Board may, however, take decisions that do not coincide with the EAT's recommendation, in order to ensure equity and balance of final decisions. Thus, the Management Board may reasonably disagree with the EAT, making a decision favourable to the institution (less demanding than the team) or unfavourable to the institution (more demanding than the team) contrary to the EAT's recommendation.

EAT Composition: The composition of the EAT which evaluated the current proposal for the creation of the study programme is as follows (the CVs of the experts can be found on the Agency page under the [Accreditation and Audit / Experts tab](#)):

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