



Agência de Avaliação  
e Acreditação  
do Ensino Superior

# SELF EVALUATION REPORT

NAME OF THE PROGRAMME

Name of the coordinating Institution +  
Partners HEIs

City, Month, year

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## Glossary

# 1. General Overview

## 1.1 Introduction

Brief general description of the programme, including aims and objectives and relevant background context. The description should in particular include the genesis and history of the programme, development process (i.e. stakeholders engagement), its relevance, rationale for the consortium composition.

## 1.2 Basic Information

Full name of the programme:

EQF level:

Degrees awarded:

Number of ECTS points:

ISCED field(s) of study:

List of the institutions delivering the programme:

Name of the institution	Higher education institution (yes/no)	Degree awarding institution (yes/no)	Role in the consortium (i.e. coordinator etc.)

Accreditation status per institution:

Name of the institution	Relevant External Quality Assurance Agency (if any)	European Approach allowed (yes/no)	Additional information

### 1.3 Joint Design and Delivery

*Please describe each partners role in design and delivery of the programme.*

## **2. Learning Outcomes**

### **2.1 Level**

The intended learning outcomes should align with the corresponding level in the Framework for Qualifications in the European Higher Education Area (FQ-EHEA), as well as the applicable national qualifications framework(s).

### **2.2 Level**

The intended learning outcomes should comprise knowledge, skills, and competencies in the respective disciplinary field(s).

### **2.3 Achievement**

The programme should be able to demonstrate that the intended learning outcomes are achieved.

### **2.4 Regulated professions**

If relevant for the specific joint programme, the minimum agreed training conditions specified in the European Union Directive 2005/36/EC, or relevant common trainings frameworks established under the Directive, should be taken into account.

## **3. Study Programme**

### **3.1 Curriculum**

The structure and content of the curriculum should be fit to enable the students to achieve the intended learning outcomes.

### **3.2 Credits**

The European Credit Transfer System (ECTS) should be applied properly and the distribution of credits should be clear.

### **3.3 Workload**

A joint bachelor programme will typically amount to a total student workload of 180-240 ECTS-credits; a joint master programme will typically amount to 90-120 ECTS-credits and should not be less than 60 ECTS-credits at second cycle level (credit ranges according to the FQ-EHEA); for joint doctorates there is no credit range specified. The workload and the average time to complete the programme should be monitored.



## **4. Admission and Recognition**

### **4.1 Admission**

The admission requirements and selection procedures should be appropriate in light of the programme's level and discipline.

### **4.2 Recognition**

Recognition of qualifications and of periods of studies (including recognition of prior learning) should be applied in line with the Lisbon Recognition Convention and subsidiary documents.

## **5. Learning, Teaching and Assessment**

### **5.1 Learning and teaching**

The programme should be designed to correspond with the intended learning outcomes, and the learning and teaching approaches applied should be adequate to achieve those. The diversity of students and their needs should be respected and attended to, especially in view of potential different cultural backgrounds of the students.

### **5.2 Assessment of students**

The examination regulations and the assessment of the achieved learning outcomes should correspond with the intended learning outcomes. They should be applied consistently among partner institutions.

## 6. Student Support

The student support services should contribute to the achievement of the intended learning outcomes. They should take into account specific challenges of mobile students.

## **7. Resources**

### **7.1 Staff**

The staff should be sufficient and adequate (qualifications, professional and international experience) to implement the study programme.

### **7.2 Facilities**

The facilities provided should be sufficient and adequate in view of the intended learning outcomes.

## 8. Transparency and Documentation

Relevant information about the programme like admission requirements and procedures, course catalogue, examination and assessment procedures etc. should be well documented and published by taking into account specific needs of mobile students.

How do you inform public and potential students about the programme, its ILOs?

## 9. Quality Assurance

The cooperating institutions should apply joint internal quality assurance processes in accordance with part one of the ESG.

# Annexes

## Mandatory Annexes

- 1) Documents supporting the legal status of the partner institutions
- 2) Cooperation agreement
- 3) Documents supporting each partner's legal basis for:
  - a) Participating in the joint programme
  - b) (Joint) degree awarding rights (if applicable)
- 4) List of intended learning outcomes, including:
  - a) Matrix of alignment with Framework for Qualifications in the European Higher Education Area (FQ-EHEA)
  - b) Matrix of alignment with applicable national qualifications framework
- 5) Course syllabi of all partners
- 6) Structure of the curriculum / study plan
- 7) Official documents indicating admission requirements and selection procedures
- 8) Official documents outlining procedure for recognition of qualifications
- 9) Students' assessments regulations
- 10) Academic staff CVs (all partners)
- 11) Relevant documents constituting internal quality assurance system
- 12) Diploma supplement (sample)
- 13)

## Additional Annexes

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