

PROGRAMME ACCREDITATION

Appendices to the Self-Evaluation Report (in English language)

- Organigram (chapter 0.1)
- Statistical Data (chapter 0.2) (see sample document of FIBAA*¹)
- Admission Regulations (chapter 2)
- Curriculum overview/ course timetable (chapter 3.1/3.2) (see sample document of FIBAA*)
- Module descriptions / syllabi for each course (chapter 3.1/3.2) (see sample document of FIBAA*)
- Study regulations incl. regulations on credit transfer and recognition (e.g. Academic Policy, Programme Catalogue/Handbook/Guide) (chapter 3.2)
- Examination regulations incl. final thesis guidelines / regulations (chapter 3.2)
- Diploma Supplement (chapter 3.2)
- Learning Agreement, where applicable (chapter 3.2)
- Regulations for practical training / internship, where applicable (chapter 3.2)
- Curriculum vitae of lecturers (full-time and part-time) (see sample document of FIBAA *) (chapter 4.1)
- Cooperation agreements related to the study programme, where applicable (chapter 4.3)
- Regulations of Quality management (chapter 5)
- Evaluation sheets / survey examples (chapter 5)
- Evaluation / survey results (results of the last 2 to 3 years) (chapter 5)

Documents and information to be submitted in digital form in case of an online accreditation procedure / to be presented on-site in case of an on-site visit (in English language)

- Evaluation/survey results of HEI's quality assurance instruments (e.g. faculty/student/alumni surveys) – results of the last 2 years
- Examinations (including appraisal/examiner's assessment) - 6 to 8 per study programme
- Final theses (including appraisal/examiner's assessment) – 3 to 6 per study programme
- Reports of work placements/internships (if applicable) – 6 to 8 per study programme, including appraisal/examiner's assessment
- Case studies (if applicable) – examples for each study programme
- Teaching and Learning Materials (a selection for each study programme)
- Material (video/pictures) presenting HEI's campus and premises (including seminar rooms, lecture halls, computer rooms, library etc.)
- Guest access to the teaching and learning platform (if applicable)

¹ * Sample documents can be downloaded on FIBAA's website: <https://www.fibaa.org/en/accreditation-certification/procedures-at-programme-level/programme-accreditation-according-to-the-international-quality-standards-of-fibaa/>