



**FIBAA**

## **Principles for the Award of the FIBAA Premium Seal for Institutional Accreditation**

FIBAA sets particular standards in all of its five areas (Mission Statement, HEI's Profile and Strategic Objectives, Management Structure and Quality Management, Studies and Teaching, Research, Services, Resources, Publication) when awarding the Premium Seal for *Institutional Accreditation* to a Higher Education Institution.

Procedure:

First of all, each evaluation criterion is assigned with one or two points (see below). The number of points scored for the assessment criteria is determined by the importance for a constructive and effective strategy. In each case, the number of points is multiplied by a defined factor, depending on the assessors' appraisal. The weighting for the evaluation levels is defined as follows:

Excellent: 3

Exceeds the Quality Requirements: 2

Meets the Quality Requirements: 1

Fails to Meet the Quality Requirements: -2

Since all five areas are important, the award of the Premium Seal is subject to FIBAA setting a standard for which a minimum number of points have to be scored. The benchmark is set at 100%, equal to the assessment: "Exceeds the Quality Requirements".

The Premium Seal is awarded if at least 80% of the total number of points in all areas have been scored.

If a criterion is assessed as "not relevant", it will not be considered when calculating the points needed for the award of the Premium Seal.

The Premium Seal is not conferred if the accreditation is only granted with conditions. However, once the conditions have been met and the fundamental requirements have been achieved, the Premium Seal can be awarded at a later stage.

If the requirements for the Premium Seal are not achieved, although the requirements needed for an accreditation have been met, FIBAA will award its regular Quality Seal for *Institutional Accreditation*.

### Weighting of the criteria:

| Quality Requirements  | Weighting |
|---|-----------|
| <b>I. MISSION STATEMENT, PROFILE AND STRATEGIC OBJECTIVES</b> |           |
| (1) Mission Statement   | 2         |
| (2) Profile   | 2         |
| (3) Target Groups   | 1         |
| (4) Academic Freedom  | 2         |
| (5) Strategic Objectives                                      | 1         |

| Quality Requirements                                   | Weighting |
|--|-----------|
| <b>II. MANAGEMENT STRUCTURE AND QUALITY MANAGEMENT</b> |           |
| (1) Management Structure                               | 2         |
| (2) Organisation of Localities                         | 1         |
| (3) Quality Management Strategy                        | 1         |
| (4) Quality Management System                          | 2         |
| (5) Quality Management Instruments                     | 1         |
| (6) Escalation Management                              | 1         |
| (7) Participation                                      | 2         |

| Quality Requirements                                       | Weighting |
|--|-----------|
| <b>III. STUDIES AND TEACHING</b>                           |           |
| (1) Study offer and qualification objectives               | 2         |
| (2) Study programmes' quality                              | 2         |
| (3) Research transfer to the areas of studies and teaching | 1         |
| (4) Quality assurance                                      | 2         |
| (5) Cooperations   | 1         |

| Quality Requirements              | Weighting |
|-----------------------------------|-----------|
| <b>IV. RESEARCH</b>               |           |
| (1) Research strategy             | 2         |
| (2) Research activities           | 2         |
| (3) Promotion of research         | 1         |
| (4) Good scientific practice      | 2         |
| (5) Quality assurance in research | 2         |
| (6) Research cooperations         | 1         |

| Quality Requirements                | Weighting |
|-------------------------------------|-----------|
| <b>V. SERVICES</b>                  |           |
| (1) Services                        | 2         |
| (2) Assessment of services          | 1         |
| (3) Further development of services | 1         |

| Quality Requirements         | Weighting |
|------------------------------|-----------|
| <b>VI. RESOURCES</b>         |           |
| (1) Rooms and facilities     | 1         |
| (2) Full-time teaching staff | 2         |
| (3) Part-time teaching staff | 2         |
| (4) Human resources          | 1         |
| (5) Financing                | 2         |

| Quality Requirements                   | Weighting |
|--|-----------|
| <b>VII. PUBLICATION / PUBLIC</b>       |           |
| (1) Competencies and responsibilities  | 2         |
| (2) documentation "student life cycle" | 1         |
| (3) Advise and information             | 1         |
| (4) Public relations                   | 1         |
| (5) Results of quality management      | 2         |