

Annex 3. Required annexes

The programme includes a number of annexes to the self-evaluation report (SER) that support and enable verification of the information presented in the SER.

The programme may determine the format of the annexes, provided that they contain information on the following:

- a schematic overview of the programme's organisational structure;
- the programme-specific learning outcomes and their alignment with the domain-specific learning outcomes;
- progression opportunities and further study options (for associate degree or bachelor's programmes), or the required prior qualifications and admission requirements (for master's programmes);
- a schematic overview of the complete curriculum;
- a description of all course units, including the intended learning outcomes, teaching and learning methods, assessment methods, study materials, and number of credits (ECTS course descriptions);
- the educational and assessment policies in place (e.g. educational vision, assessment plan, education and examination regulations);
- the operation of the programme and the involvement of stakeholders (e.g. minutes and reports of relevant consultative bodies);
- the achieved level of graduates, demonstrated through a sample of final products such as bachelor's theses, master's theses or portfolios;
- access to the electronic learning environment, including study materials.

In addition, the programme may include optional annexes. Examples include:

- quality assurance policy;
- an overview of recent quality enhancement initiatives
- a list of recommendations from the previous review, indicating the follow-up given to each recommendation;
- a anonymised summary of recent evaluation results;
- internationalisation policy;
- an overview of cooperation agreements with international partners;
- figures on incoming and outgoing student and/or staff mobility;
- human resources policy;
- the size of the staff involved;
- indications of staff competences and expertise;
- key figures relating to student intake, progression and graduation;
- a sample of assessment and evaluation assignments.

The panel may, at any stage of the review process, request additional information, provided that such a request is duly motivated. The list of information consulted is included in the published review report.