

Checklist site visits

General impression

Strong points?

Weak points?

Standard 1: Intended learning outcomes

“The intended learning outcomes of the programme have been concretised with regard to content, level and orientation; they meet international requirements.”

The following questions can be taken into account:

- Does the programme have a clear mission and clear goals?
- Does the committee agree with the description of the domain specific frame of reference provided by the programme? Does the description meet the requirements of a graduate of a bachelor's or master's programme?
- Do the learning outcomes of the programme fit into the domain specific frame of reference? What position does the programme take within the domain? What are the strong points? What elements are missing?
- Is the programme in line with the international requirements?
- Are the intended learning outcomes in line with the Dublin Descriptors?
- Are the intended learning outcomes sufficiently scientifically/academically oriented (as can be expected from an academic bachelor's programme?)?

Standard 2: Teaching-learning environment

“The curriculum, staff and programme-specific services and facilities enable the incoming students to achieve the intended learning outcomes.”

The following questions can be taken into account:

- Are the intended learning outcomes adequately transferred into the learning objectives of the curriculum or parts thereof?

- Design of the curriculum:
 - Is the didactical concept in line with the intended learning outcomes and are the intended learning outcomes supported by the work forms/study methods?
 - Coherence of the curriculum? Use of 'lines of learning', 'learning tracks', etc.
- Is the development of scientific and research skills guaranteed?
- Are there demonstrable relations/links with ongoing research?
- Are the structure and contents of the curriculum in line with the qualifications of the incoming students?
 - Are the admission criteria realistic?
 - Study load: can the curriculum be successfully completed within the set time?
 - Contact hours?
 - Experienced study load?
- Staff
 - Sufficiently qualified staff (BKO)?
 - Professors involved?
 - Participation of researchers?
 - Sufficient staff?
- Programme specific services facilities and student guidance and counselling?
- Programme specific quality assurance (student and teacher satisfaction)?
- Improvements with respect to the last programme assessment?
- Student intake, study duration and study efficiency?

Standard 3: Assessment and achieved learning outcomes

"The programme has an adequate assessment system in place and demonstrates that the intended learning outcomes are achieved."

- Is there an adequate assessment system? Are the methods of testing in line with the intended learning outcomes.
- Test plan and policy?

- Is the assessment system transparent, valid and reliable?
- Is the Board of Examinors in control
- Have the intended learning outcomes been attained?
 - Achieved level of the graduates?
 - Are the graduation theses adequately assessed?