

Applications for Authority to award the EUR-ACE Label

Translations to be provided in English

1. Introduction

The European Network for Accreditation of Engineering Education (ENAEE), when evaluating applications from accreditation agencies, evaluates,

- (a) the compliance of the procedures and criteria of the accreditation agency with those specified by ENAEE,
- (b) the compliance of accreditation decisions made by the agency with the accreditation criteria laid down by ENAEE for first and second cycle programmes in engineering.

2. Documentation

As the working language of ENAEE is English, ENAEE requires applicants to submit documentation in English. However ENAEE recognises that English may not be the first language in the jurisdictions of applicant accreditation agencies. In such cases ENAEE will be satisfied if the following documentation only is provided in English,

- (a) The Application Form.
- (b) The documentation of the standards and procedures of the accreditation agency .
- (c) The agenda for the accreditation visits for observation together with the agenda for the accreditation board which is to be observed.
- (d) Appropriate sections of the Self-assessment Report or a short summary (no more than five A4 pages) of each engineering programme or group of cognate engineering programmes being accredited, under the following headings,
 - Title of programme indicating whether it is First or Second cycle
 - Duration in years and its ECTS credit rating
 - Programme Outcomes proposed.
 - Summary of the curriculum, highlighting material which indicates its academic level.
 - Methods of assessment, and how learning outcomes are achieved.
 - List of titles of appendices to the self-assessment report.

3. Translator

One or more (as required) translators fluent in spoken and written English should be assigned to the Review Team for the entire duration of the Review Visit. This is to enable the team to deal with any queries they may have in respect of any documents or discussions not conducted in the English language.

Where possible a team member fluent in the language of the applicant will be included on the Review Team.

4. The Report to the Label Committee.

The Report of the Review Team shall be written in English.