
APPLICATION FORM FOR INSTITUTIONAL PROCEDURES

This AAC application form is for universities and/or institutions of higher education who wish to proceed with an institutional accreditation procedure. In order to complete the first phase of the process we ask you to complete the form as accurately as possible.

General Information

Name of the university and/or institution:	<input type="text"/>	
Status:	State	Private
	Private state recognised	In development

Authorised Signatory / Contractual Signatory

Name:	<input type="text"/>
Position:	<input type="text"/>
Address:	<input type="text"/>
Telephone:	<input type="text"/>
E-Mail:	<input type="text"/>

Contact Person for the Assessment Process

Name:	<input type="text"/>
Position:	<input type="text"/>
Address:	<input type="text"/>
Telephone:	<input type="text"/>
E-Mail:	<input type="text"/>

Relevant Institutional Information

Name of the university and/or institution:

(or a section of it)

Number of enrolled students:

Number of degree programs offered:

Disciplinary classification of the degree programs offered:	Economics and Social Sciences	Engineering
	Arts and Humanities	Law
	Natural Sciences	Other
	Medicine	

Study formats offered:	Full Time	Part Time
	Distance Studies	Dual Studies

Requested accreditation:	Initial accreditation
	Re-accreditation

In the case of Re-accreditation:

When does the accreditation end?

In case of application for accreditation of a section of the institution:

The client hereby states that he assumes the internal organisation of the project.

In case of application for accreditation of several sections of the institution please give the reasons why the institution cannot be accredited as a whole.

Please write a short overview about your HE institution (max. 1 Page)

For your convenience you can copy and paste the contents of your document in the box above ▲

Please write a short overview about your future strategy (max. 1 Page).
The following questions are crucial for the assessment of the institution:

1. Which policies exist and are in place?
2. Which processes are implemented?
3. Who is involved and informed about the results?
4. In which document are these processes laid down?

For your convenience you can copy and paste the contents of your document in the box above ▲

Please give a short overview about your quality assurance system / goals of your quality assurance system (max.1 page). Policy and procedures for quality assurance institutions should have a policy that is made public and forms part of strategic management. Internal stakeholders should develop and implement this policy through appropriate structures and processes, while involving external stakeholders. [esg, 1.1]

For your convenience you can copy and paste the contents of your document in the box above ▲



Other remarks:

For your convenience you can copy and paste the contents of your document in the box above ▲

Please add an organisational chart and a list of the degree programs offered by the institution in question.

For your convenience you can copy and paste the contents of your document in the box above ▲

Yes we request an institutional accreditation! My statements are all truthful.
I hereby agree to have my data's processed for the purpose of accreditation and AAC.

Name:

Position:

Signature: _____

After filling in the information, sign, scan and send the document to: office@aac.cw