

Code of conduct

The accreditation procedures are to be carried out as part of a comprehensive partnership and they are based on principles of trust, autonomy, responsibility, subsidiarity and participation. The agency and HE institutions together are to take responsibility for instilling trust during the preparation, completion and monitoring of accreditations. Jointly, they are to ensure that the experts can work independently. All interest groups from an HE institution, particularly students, are to be involved in the procedure.

The members of the expert group, the HE institution representatives and the agency therefore undertake to abide by the following code of conduct.

Members of the expert group

The members of the expert group shall abide by the contractual principles of independence and confidentiality. In their assessment, they shall confine themselves to an objective, impartial and factual report.

The experts:

- shall take account of the type and specific characteristics of HE institutions;
- shall be constructive, benevolent and critical when necessary;
- shall be respectful, encouraging a diversity of opinions through open discussion and shall ensure that everyone can express themselves during meetings;
- shall be prepared and shall play an active part in interview and work sessions, while keeping to the schedule;
- shall seek a consensus when taking decisions.

Apart from interviews, members of the expert group shall never communicate directly with the HE institution.

Representatives of the HE institution

Through their attitude, the representatives of the HE institution shall contribute to the success and the constructive atmosphere of on-site visits.

Participants in interviews:

- shall be frank, courteous, cooperative and scrupulously transparent;
- shall respond clearly and constructively;
- shall allow other interview participants to express themselves.

Apart from interviews, HE institution representatives shall never communicate directly with members of the expert group.

Representatives of the agency

Agency representatives shall contribute to the success of the accreditation by supporting the HE institution during preparations for the procedure and by lending their support to members of the expert group during the on-site visit.

Agency representatives:

- shall ensure the integrity of the procedure by protecting it against any external influences;
- shall participate in the entire on-site visit;
- shall lend support to the experts and, in particular, to the chair of the expert group;
- shall ensure that all important information is collected and that all compulsory requirements of the accreditation are taken into consideration;
- shall not influence opinions of the expert group;
- shall provide communication between the expert group and the HE institution.