

APPROVED:

At the meeting

Accreditation Council IARC

 S.T. Sarbanov

Protocol No. 9 dated 07/04/2024

CONFIRM

Director of IARC

 B.B. Koshoeva



Order No. 2/008 dated 07/04/2024

REGULATION ON EXPERTS FOR ACCREDITATION OF EDUCATIONAL PROGRAMS AND ORGANIZATIONS

This document establishes the basic requirements that experts on accreditation of educational programs and professional education organizations (hereinafter referred to as experts) must meet, the procedure for preparing and conducting accreditation.

The main objective of the expert is an independent objective assessment of the fulfillment of the Minimum Requirements imposed on accredited educational organizations of primary, secondary and higher vocational education of the Kyrgyz Republic, approved by the Resolution of the Cabinet of Ministers of the Kyrgyz Republic "On approval of regulatory legal acts on accreditation in the field of education" dated May 15, 2024 No. 246.

This goal, along with the assessment of the implementation of standards, is also aimed at identifying the strengths and weaknesses of accredited programs or educational institutions of professional education and formulating recommendations for them to improve the quality of education or the effectiveness of the educational institution.

REQUIREMENTS TO THE EXPERT

The expert must have the necessary professional competencies to perform their functions, have the appropriate professional education confirmed by a state or own document, have documented practical work experience (at least 3 years) in the relevant professional field.

The expert must make impartial and independent decisions on assessing the implementation of accreditation standards and criteria. The expert must be objective, independent of the accredited organizations, their personnel, and have no commercial or financial interests that may influence the decisions made.

The expert must not have worked in the accredited educational institution for the last 3 years, and must not participate in any work related to this educational

institution. The expert must undergo training or instruction at this Institute or other similar agencies.

Before starting expert activity, the expert must sign a statement of readiness to work on accreditation, the points of which he must strictly follow.

RIGHTS AND RESPONSIBILITIES OF THE EXPERT

Expert's responsibilities:

- signing a statement of readiness for accreditation work and its strict compliance;
- analysis of the self-assessment report of educational programs or an educational institution;
- visiting the educational institution, studying the documentation, interviewing students, parents, teachers, graduates, the administration of the educational institution and social partners;
- writing a final report based on the results of the analysis of the self-assessment report and visiting the educational institution with a conclusion on the compliance or non-compliance of the accredited educational programs or educational institution with the standards and criteria of accreditation, indicating the strengths and weaknesses and recommendations for improving the educational institution or accredited educational programs;
- based on the visit to the educational institution or the procedures of the accreditation carried out, experts can prepare various recommendations for improving the activities of the Institute, accreditation procedures, the work of the expert commission;
- formulating proposals for improving accreditation for IARC;
- periodic training in conducting external assessment at IARC;
- conducting, if necessary, additional checks or other actions related to the accreditation of an educational institution or program at the direction of the referent;
- presenting a report on external assessment at a meeting of the Accreditation Council at IARC, if he is the chairman of the expert commission.

Rights of the expert:

- receive instructions and consultations on any accreditation issues from IARC employees;
- receive a timely report on the self-assessment of the accredited educational institution or program;

- express his/her special opinion, different from the opinion of the expert commission, in the final report with the relevant arguments;
- receive remuneration for expert work and compensation of other expenses.

ACCREDITATION PROCESS

The accreditation process consists of the following stages:

- preparatory stage;
- training and briefing;
- studying and analyzing the self-assessment report of the educational institution or program;
- visiting the educational institution;
- writing the final report.

Preparatory stage

The expert receives all the necessary materials for accreditation. Familiarizes himself with the 2- or 3-day program of visiting the educational institution for external assessment. Signs a statement of the expert's readiness to work on accreditation (once).

Training and briefing

The expert must undergo training in accreditation of educational institutions or programs at the Independent Institute of Accreditation, Rating, Certification (IARC). The expert must periodically undergo training at IARC or other similar agencies in agreement with IARC. The expert also receives full instructions on the accreditation process and a 2- or 3-day program to visit the educational institution to conduct an external assessment.

Study and analysis of the self-assessment report of the educational institution or program

The expert must analyze the self-assessment report for compliance with accreditation standards and criteria and give a rating for each criterion and standard: "compliant/non-compliant". The rating "partially compliant" can also be used.

If necessary, the expert has the right to request additional information and materials from the accredited educational institution through the referent. The expert does not have the right to request information directly from the educational institution.

Based on the results of the analysis, the expert, even before visiting the institution, must make sketches for the draft final report and formulate questions to clarify during the visit to the educational institution.

Visit to the educational institution

The expert must be provided with the schedule of classes of the educational institution for observation. He must be provided with lists of teachers, students (trainees), graduates, parents and social partners for interviews. The expert visits the educational institution: laboratories, libraries, workshops and other infrastructure in accordance with the schedule. The expert participates in the discussion of all necessary issues with other experts.

Writing the final report

The expert writes part of the final report based on the results of the analysis of the self-assessment report, observation of classes, interviews, review of documentation and inspection of the educational institution. The expert participates in writing the final report together with other experts under the guidance of the chairman of the expert committee.

In the final report, the expert must assess the quality of the self-assessment report, indicate the strengths and weaknesses of the educational institution or educational program, assess the implementation of accreditation standards and criteria and, based on them, formulate recommendations for improving the program or educational institution.