



Approved by
Order of the Director of the OU
"Independent agency for accreditation
and rating»
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Regulation for training, retraining and advanced training of external experts of Independent Agency for Accreditation and Rating

I. General Provisions

1. This Regulation defines the rules of training, retraining and advanced training of external experts (hereinafter - experts), an Independent Agency for Accreditation and Rating (hereinafter - the Agency) in the field of accreditation of educational organizations and / or educational programs.

In this position, the following concepts and terms:

Expert 1 category - Certified Agency experts participated in the accreditation procedure as part of the external expert committee of the Agency for at least 7 times.

Expert 2 category - Certified Agency experts participated in the accreditation procedure as part of the external expert committee of the Agency for at least 3 times.

Expert 3 category - Certified Agency experts or experts recommended by other accreditation bodies.

Experts training - process competency evaluator of educational institutions and educational programs in the form of seminars lasting, established by the organizers, as well as its participation in the accreditation procedure.

Experts retraining - re-training experts in the case of the expiration of the certificate, amendments to standards and guidelines, as well as in other cases determined by the management of the Agency.

Further training experts - development competencies evaluator of educational organizations and / or educational programs on the formation and improvement of internal and external evaluation of quality assurance systems, management of educational process and the organization of education, improvement of professional, educational and research activities.

2. Training, retraining and advanced training of experts is carried out by the Agency in cooperation with the Expert Council (hereinafter - EC) (according to the Regulations of the EC) in accordance with the qualification requirements for experts.

3. Training, retraining and advanced training of experts is carried out in order to:

a) examination within the institutional and / or specialized accreditation of educational organizations;

b) the formation and development of competencies in the field of independent evaluation of the quality of education;

c) conducting practice-oriented research in the field of assessing the quality of education;

g) implementation of cooperation and joint projects with partners Agency.

4. The experts of the Agency shall be established for a period of 5 years from the date of training / retraining expert.

5. For the purposes of training, retraining and advanced training of experts Expert Council together with the leadership of the Agency determine the theme and content of the workshops, as well as the expert group.

II. The order of training, retraining and advanced training of experts

1. Candidates wishing to become an expert, you must fill out an application (Appendix 1)

Online Agencies should send these documents:

a) a copy of the identity document;

b) copies of documents of higher professional education, further education and documents on academic degree, academic rank;

c) summary (in the free form), showing all the contacts;

d) a copy of the certificate of deposit in a foreign language test IELTS, TOEFL, etc. (if any);

d) other documents confirming the competence (e.g the recommendations of educational institutions, research organizations, professional associations, etc.).

2. Assessment qualification of experts and candidates for the leadership and experts conducted by the Expert Council of the Agency in 3 stages.

Stage I - on the basis of the candidate experts document a decision on its tolerance of training seminars;

Stage II - assessment of professional competence and ethics experts in the candidate held on the basis of performance of practical training seminar assignments (reviewing the report on self-assessment GS / OP, make recommendations);

Stage III - assessment professional competence held in the analysis of the expert reports, when evaluating its activities during the visit EEC.

The results of evaluation are considered at the meeting of experts and submitted to the EC in the form of the Protocol to the Director of the Agency to make a decision and assign the corresponding categories of experts from the database.

3. Upon completion of the training seminar, participants receive a certificate of the expert in the state and Russian languages.

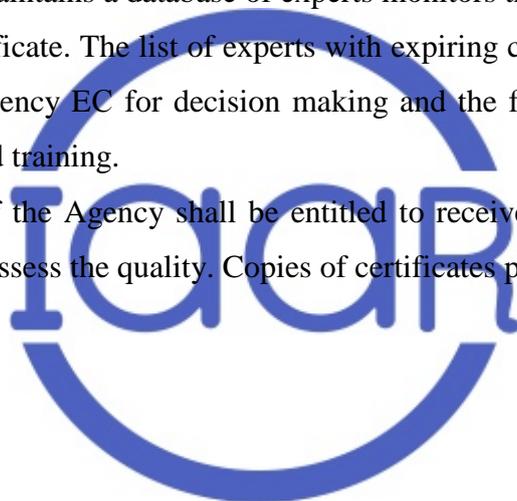
4. Existing experts have the right to submit an application for the passage of retraining and advanced training.

5. The Chairman of the Expert Council shall make proposals to the Director of the Agency of the need for retraining and advanced training of existing experts. With the passage of retraining and upgrading of the existing Expert become invalid certificate is destroyed manager on the basis of the Certificate of Destruction, signed by the director of the Agency .In database of experts shall be amended accordingly.

6. Certificates of log being the manager of the Agency in accordance with regulations. In case of loss or damage to the certificate, the examiner should inform the Agency.

7. The Agency maintains a database of experts monitors the direction of their activities and the validity of the certificate. The list of experts with expiring certificate convey to the President and Director of the Agency EC for decision making and the formation of the plan of training, retraining and advanced training.

8. The experts of the Agency shall be entitled to receive training and further training in other organizations to assess the quality. Copies of certificates provided an expert to the Agency.



Independent agency for
accreditation and rating

If you wish to become an external expert of IAAR and undergo training seminar, please fill in the form proposed.

Surname * _____

Name * _____

Middle name * _____

Date of Birth * _____

Residence address _____

Knowledge of foreign language _____

(Language / degree of knowledge) _____

Academic degree _____

Academic rank _____

Cell phone, home, work (with area code) _____

Fax (with area code) _____

E-mail _____

Place of work * _____

Position held _____

Teaching experience _____

Awards, honors, membership in academies of sciences _____

Research interests _____

Prospective field of expert activity _____

