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# **Eligibility Data Sheet**Engaged University Accreditation

This datasheet aims to summarise factual information that allow ACEEU to evaluate the applicant institution against the eligibility criteria (please refer to the ACEEU Process Manual for more information on the eligibility process and criteria) and to create an institutional profile in case the eligibility application is successful.

**Please note:**

* The datasheet shall be filled out and submitted digitally. Please do not print the document, fill it out and submit a scanned version of the datasheet.
* The length of the datasheet shall not exceed 5 pages and no adaption shall be made on the font size, font style, spacing etc.
* Descriptions shall be clear, fact-based and concise as opposed to promotional descriptions. Provide a critical evaluation where appropriate.
* The eligibility review will only take into account the information requested in this datasheet. Please do not provide any further information.
* This first page shall be deleted before submitting the datasheet.
* Boxes shall be checked as follows “[x]”.
* Section headlines and descriptions shall be kept.

|  |  |
| --- | --- |
|  | Please submit this datasheet together with a “Request for ACEEU Accreditation” letter (template available in the application package on the ACEEU website) via the ACEEU website: http://eligibility.aceeu.org |

ACEEU Eligibility Data Sheet

Institutional Information

|  |  |
| --- | --- |
| **Name of institution in English** |  |
| **Name of institution in national language (if different)** |  |
| **Status** | [] State[] Private state recognised[] Private[] Other, please specify:  |
| **Institution website address (URL)** |  |
| **Postal address** |  |
| **VAT number for invoicing purposes (if applicable)** | [Only required for countries within the European Union other than The Netherlands] |

Authorised Signatory

|  |  |
| --- | --- |
| **Gender** | [] Female [] Male |
| **Title** |  |
| **First name(s)** |  |
| **Last name(s)** |  |
| **Postal address** |  |
| **Phone number** |  |
| **Email** |  |

Accreditation Project Manager

|  |  |
| --- | --- |
| **Gender** | [] Female [] Male |
| **Title** |  |
| **First name(s)** |  |
| **Last name(s)** |  |
| **Postal address** |  |
| **Phone number** |  |
| **Email** |  |

General statistics and information on the institution

|  |  |
| --- | --- |
| **Founding year** | [Should the institution be founded less than 10 years ago, please provide a financial statement, for example from your most recent annual report, showing your institution’s financial stability] |
| **Faculty / department structure** |  |
| **Campus locations (name, city, country)** |  |
| **Number of students (full time and part time)** |  |
| **Number of academic staff (FTE)** |  |
| **Number of administrative staff (FTE)** |  |

Autonomy

**Please describe the institution’s ability to develop and implement strategies, structures, policies and operational activities fostering engagement.**

Please provide your response here.

Commitment to Engagement

**Please describe your institutions commitment to engagement. Evidence you might refer to includes the institution’s mission, vision, strategy, infrastructure, services, budget for engagement and/or achievements (e.g. outcomes and impact).**

Please provide your response here.

National and International Standing

**Please describe your institutions standing in the regional, national and international context with respect to engagement.**

Please provide your response here.

Accreditation and Recognition

**Please highlight any accreditation and recognition your institution has received from national and international organisations. Limit your response to those accreditations and recognitions that focus on the institutional level or are central for the institution’s engagement profile (do not state all study programme or department-level accreditations).**

Please provide your response here.