

**STATUTE**  
**ON STATE ACCREDITATION OF INSTITUTIONS AND THEIR ACADEMIC PROGRAMS**  
**IN THE REPUBLIC OF ARMENIA**

**I. GENERAL PROVISIONS**

1. The current statute defines the procedure of state accreditation of all tertiary education institutions (hereinafter referred to as education institution) that operate in the territory of the Republic of Armenia (RA) and provide academic programs irrespective of legal status and organizational form.
2. State accreditation (hereinafter referred to as accreditation) is carried out through the following processes:
  - 1) institutional accreditation
  - 2) academic program accreditation (hereinafter referred to as program accreditation)*(Clause 2 amended and changed: 19.03.14 N301-Ն)*
3. Institutional accreditation is a cyclic mandatory process for all education institutions within RA territory. According to the current regulation, education institutions should apply for the the institutional accreditation by 30th of December, 2018.  
*(Clause 3 changed: 19.03.14 N301-Ն and amended: 11.12.14 N1397-Ն)*
4. Programme accreditation is a voluntary process carried out only in the case of a positive result of the institutional accreditation with the exception of the medical academic programs.  
*(Clause 4 edited: 15.12.11 N1907-Ն, changed: 19.03.14 N301-Ն)*
5. Branches of an education institution undergo the processes of institutional and programme accreditation by general provisions in the structure of the main education institution by separate schedule- based on the application of the institution that has a branch. The state accreditation certificate for the branch is given to the education institution having the branch.  
*(Clause 5 edited: 15.12.11 N1907-Ն, changed: 19.03.14 N301-Ն)*

6. The institutional and programme accreditation processes of education institutions are organized and carried out by National Centre for Professional Education Quality Assurance Foundation (hereinafter referred to as ANQA).

*(Clause 6 changed: 19.03.14 N301-Ն)*

## II. INSTITUTIONAL ACCREDITATION OF EDUCATION INSTITUTIONS

*(the title changed: 19.03.14 N301-Ն)*

7. In order to undergo the process of institutional accreditation an education institution must:
  - 1) submit an application according to the form developed by ANQA and approved by the Board of Trustees
  - 2) have an authority to provide education– licensing,
  - 3) fill in ANQA online questionnaire (web.survey.anqa.am).

*(Clause 7 changed: 19.03.14 N301-Ն)*

8. The process of institutional accreditation is carried out through 3 consecutive stages:
  - 1) *First stage:* internal evaluation of institutional capacities by the education institution according to the form (hereinafter referred to as self-evaluation) developed by ANQA and approved by the Board of Trustees
  - 2) *Second Stage:* external evaluation of self-evaluation and implementation of education and quality assurance processes of an education institution by an expert panel according to the requirements defined by the law for the particular type of education institution, state education standards for academic programs as well as according to the standards for institutional accreditation approved by RA Government (hereinafter referred to as expertise).
  - 3) *Third stage:* based on the results of self-evaluation and external evaluation ANQA Accreditation Committee (hereinafter referred to as Accreditation Committee), the procedures of formation and composition of which are approved by ANQA Board of Trustees, makes one of the following decisions:
    - 1) Award institutional accreditation
    - 2) Award conditional institutional accreditation
    - 3) Reject institutional accreditation.

*(Clause 8 changed, amended: 15.12.11 N1907-Ն, changed, edited: 19.03.14 N301-Ն)*

9. Acceptance of an application and self-evaluation of education institution, expertise and decision making are carried out according to the requirements of this regulation.
10. An education institution may apply to the organizations registered in European Quality Assurance Registrar for Higher Education (EQAR) as well as the full members of the European Association for Quality Assurance in Higher Education (ENQA) for the

institutional accreditation. Education institutions carrying out academic programs with the countries not included in the European Higher Education Area (EHEA) or the branches of institutions from the above-mentioned countries may be accredited within RA territory by the recognized accrediting agencies the list of which is approved by the Head (hereinafter referred to as Minister) of the authorized body of state education management (hereinafter referred to as the Ministry). Within 5 calendar days an education institution is obliged to inform ANQA on the launch of the accreditation process by the foreign organizations. The results of institutional accreditation are registered in the State Accreditation Registrar. In case of failing to inform ANQA, the results of institutional accreditation are not registered in the State Accreditation Registrar. Institutional capacities of an education institution are considered to be accredited upon the registration in the State Accreditation Registrar.

*(Clause 10 edited: 15.12.11 N1907-Ն, changed, edited: 19.03.14 N301-Ն)*

11. The decision made by ANQA Accreditation Committee together with the accreditation certificate and supplement forms are sent to the Ministry for the Minister's approval. In case of revealing procedural problems, the documents are returned to ANQA for additional consideration. In case of the absence of procedural problems, the accreditation certificate is approved by the Minister and is handed to ANQA in order to make a respective record in the State Accreditation Registrar. Within one working day ANQA makes a respective record in the State Accreditation Registrar and gives the certificate to an education institution. Institutional capacities of education institution are considered to be accredited upon the registration in the State Accreditation Registrar. ANQA publishes the decision on accreditation on ANQA web-site and by mess media.

*(Clause 11 changed: 15.12.11 N1907-Ն, changed, edited: 19.03.14 N301-Ն)*

12. Institutional Accreditation is awarded for 4 or 6 years period. Accreditation for 4 years is awarded to the education institution if the shortcomings mentioned in the experts report are not significant, with low-risk, non-urgent and can be eliminated within 4 years. In 2 months' period after publishing the decision of accreditation awarded for 4 years, the education institution is supposed to present the approved follow-up plan on the elimination of shortcomings and respective action plan to ANQA. The accredited education institution is obliged to implement internal institutional evaluation every 2 years and must present the results to ANQA.

*(Clause 12 changed: 11.12.14 N1397-Ն)*

- 12.1. Conditional Institutional Accreditation is awarded for 2 years' period, if the shortcomings mentioned in the experts report are significant, with high-risk and urgent,

however can be eliminated within 2 years. In 2 months' period after the publication of the decision on conditional accreditation for 2 years, the education institution is supposed to present the approved follow-up plan and respective time schedule to ANQA.

*(Clause 12.1 amended: 15.12.11 N1907-Ն, edited: 11.12.14 N1397-Ն)*

12.2. An education institution awarded with conditional accreditation cannot apply for the programme accreditation.

*(Clause 12.2 amended: 15.12.11 N1907-Ն)*

12.3. Upon being awarded with conditional institutional accreditation an education institution submits a written report to ANQA once every six months on the elimination of the shortcomings. ANQA discusses the report and within fifteen working days submits a written conclusion to the education institution and to the Accreditation Committee.

*(Clause 12.3 amended: 15.12.11 N1907-Ն, edited: 19.03.14 N301-Ն)*

12.4. In case of not eliminating the shortcomings mentioned in the expert report within the mentioned period the conditional institutional accreditation is repealed. In this case restrictions set forth in clause 13 of this regulation are applied to the education institution.

*(Clause 12.4 amended: 15.12.11 N1907-Ն, 19.03.14 N301-Ն)*

12.5. In case of elimination of shortcomings mentioned in the expert report an education institution that was awarded with conditional accreditation applies for the institutional accreditation on the elimination of mentioned shortcomings.

*(Clause 12.5 amended: 15.12.11 N1907-Ն)*

12.6. In case of conditional institutional accreditation the education institution cannot open a new speciality.

*(Clause 12.6 amended: 15.12.11 N1907-Ն)*

12.7. The same education institution cannot be awarded with conditional institutional accreditation more than twice incessantly.

*(Clause 12.7 amended: 15.12.11 N1907-Ն)*

13. In case institutional accreditation is rejected full reimbursement of tuition fees in the form of student allowances (free of charge education) allocated by the state for all education degrees as well as contractual (thematic) funding of scientific and technical activities are terminated starting from the next academic year up to the award of institutional accreditation. According to this regulation, an education institution may undergo the process of institutional accreditation for the second time after 2 years.

### III. ACADEMIC PROGRAMME ACCREDITATION

14. To undergo the process of program accreditation an education institution must:

- 1) submit an application according to to the respective form developed by ANQA and approved by the Board of Trustees
  - 2) have an authority to carry out education activity – licensing
  - 3) fill in ANQA online questionnaire (web.survey.anqa.am)
  - 4) submit the state accreditation certificate
15. The process of programme accreditation is carried out through 3 consecutive stages:
- 1) *First stage:* internal evaluation of the academic program and education process by the institution – self-evaluation according to the respective form developed by ANQA and approved by the Board of Trustees
  - 2) *Second Stage:* external evaluation of institution’s self-evaluation and education activities by an expert panel according to the State education standards of academic program and standards of program accreditation approved by RA Government
  - 3) *Third stage:* based on the results of the self-evaluation and external expertise ANQA Accreditation Committee makes one of the following decisions:
    - 1) Award program accreditation
    - 2) Award conditional program accreditation
    - 3) Reject program accreditation.
- (Clause 15 changed: 15.12.11 N1907-Ն, edited: 19.03.14 N301-Ն)*
16. Acceptance of an application and education institution’s self-evaluation, expertise and decision making are carried out according to the requirements of this regulation.
17. The accredited academic programs are registered in the State Accreditation Registrar according to professions.
- 18. (Clause 18 is repealed: 19.03.14 N 301-Ն).*
19. An education institution has the right to apply to the organizations registered in the European Quality Assurance Registrar as well as full members of The European Association for Quality Assurance in Higher Education (ENQA) for program accreditation. Within 5 calendar days the education institution is obliged to inform ANQA on the launch of the accreditation process by the foreign organizations. The education institutions carrying out academic programs with the countries not included in the European Higher Education Area (EHEA) or the branches of the institutions from the above-mentioned countries may be accredited within RA territory by the recognized accrediting agencies the list of which is approved by the Minister. The results of the program accreditation are registered in State Accreditation Registrar. In case of failing to inform ANQA, the results of program accreditation are not registered in the State Accreditation Registrar. An

academic program of an education institution is considered to be accredited upon the registration in the State Accreditation Registrar.

*(Clause 19 edited: 19.03.14 N301-Ն)*

20. *(Clause 20 is repealed: 19.03.14 N 301-Ն).*

21. The decision made by Accreditation Committee together with the accreditation certificate and supplement forms are sent to the Ministry for the Minister's approval. In case of revealing procedural problems, the documents are returned to ANQA for additional consideration. In case of the absence of procedural problems, the accreditation certificate supplement is approved by the Minister and is handed to ANQA in order to make a respective record in the State Accreditation Registrar. Within one working day ANQA makes a respective record in the State Accreditation Registrar and gives the certificate supplement to the education institution. An academic program of an education institution is considered to be accredited upon the registration in the State Accreditation Registrar. ANQA publishes the decision on program accreditation on ANQA web-site and by mess media.

*(Clause 21 changed: 15.12.11 N1907-Ն, edited: 19.03.14 N301-Ն)*

22. The program accreditation is awarded for 5 years.

22.1. An education institution may be awarded with conditional program accreditation in case the shortcomings mentioned in the expert panel report can be eliminated in no more than 2 years.

*(Clause 22.1 amended: 15.12.11 N1907-Ն)*

22.2. Upon being awarded with conditional program accreditation, an education institution submits a written report to ANQA once every six months on the elimination of the shortcomings.

*(Clause 22.2 amended: 15.12.11 N1907-Ն)*

22.3. In case of not eliminating the shortcomings mentioned in the expert report within the set period the supplement of state accreditation certificate is repealed.

*(Clause 22.3 amended: 15.12.11 N1907-Ն)*

22.4. In case of elimination of shortcomings mentioned in the expert report the education institution that was awarded with conditional programme accreditation, applies for the new process of programme accreditation.

*(Clause 22.4 amended: 15.12.11 N1907-Ն)*

22.5. The same education institution cannot be awarded with conditional program accreditation more than twice incessantly.

*(Clause 22.5 amended: 15.12.11 N1907-Ն)*

22.6. In case program accreditation is rejected full reimbursement of tuition fees in the form of student allowances (free of charge education) allocated by the state for all education degrees of the particular program is terminated starting from the next academic year up to the award of program accreditation. If the program accreditation result is negative for the bachelor's program then full reimbursement of tuition fees in the form of student allowances allocated by the state is terminated for all three academic degrees starting from the next academic year up to the award of program accreditation. According to the defined procedure an education institution may apply for programme accreditation after one year.

*(Clause 22.6 amended: 19.03.14 N301-У)*

23. Certificate and forms of its supplement are approved by the Minister upon the submission by ANQA. ANQA ensures the publishing, registration and maintenance of a certificate and its supplement(s). The registration and serial number as well as full name of the education institution, the location and official address of the education institution or its branch, the number and date of the decision of Accreditation Committee, registration number, date of issue and period of validity of the certificate are mentioned in the accreditation certificate. The number and serial number of state accreditation certificate, the number and serial number of supplement, full name of the education institution or its branch, the index and name of accredited program, qualification degree, the number and date of the decision of Accreditation Committee, date of issue and period of validity of the supplements are mentioned in the supplement(s) of accreditation certificate. The supplement(s) is (are) valid only in case of existing certificate.

*(Clause 23 edited: 19.03.14 N301-У)*

24. Education institution is obliged to inform students about the results of programme accreditation.

25. Institutional and programme accreditation decisions are subject to appeal to ANQA Board of Trustees within two weeks according to the procedure defined in the manual of carrying out expertise or to the Court according to the procedure defined by RA legislation.

*(Clause 25 changed, edited: 19.03.14 N301-У)*

26. According to RA Law on State Tax, state tax is charged in case of providing state accreditation certificate and supplement as well as making changes in that certificate.

*(Clause 26 amended: 19.03.14 N301-У)*

27. It is not allowed to alienate, mortgage the state accreditation certificate and supplement or passed them to another person.

*(Clause 27 amended: 19.03.14 N301-У)*

#### IV. PROCEDURE ON ACCEPTANCE OF APPLICATION AND SELF-EVALUATION, IMPLEMENTATION OF EXPERTISE AND DECISION MAKING

28. Applications can be submitted to ANQA throughout the whole year.
29. ANQA discusses the issue of application acceptance or rejection and informs the applicant about it in a written form no later than within a month after receiving the application. ANQA rejects the application if:
- 1) the education institution does not have an authority to implement education activities – licensing
  - 2) submitted package of documents is not complete
  - 3) submitted package of documents contains no reliable information
  - 4) the activities of education institution are terminated
  - 5) ANQA electronic questionnaire is not filled in.

*(Clause 29 edited: 19.03.14 N301-Ն)*

29.1 In the cases set forth in the 2nd and 5th sub points of clause 29 of this regulation, applicant may submit the application to ANQA again within five days if the shortcomings have been eliminated.

*(Clause 29.1 amended: 19.03.14 N301-Ն)*

30. ANQA carries out the processes of institutional and programme accreditation within a year after accepting the application.

*(Clause 30 changed: 19.03.14 N301-Ն)*

31. Within one week after accepting the application a service contract is signed between the applicant and ANQA according to RA legislation. The date and the schedule of the process launch are clearly mentioned in the contract.

32. Within 12 weeks after the launch of the process the education institution is obliged to submit self-evaluation to ANQA.

*(Clause 32 changed: 15.12.11 N1907-Ն)*

33. The self-evaluation is submitted in Armenian and in English as well as electronically.

34. In case of discrepancies between the Armenian and English texts of the self-evaluation the Armenian version is taken as a basis.

35. The package of supporting documents required by the form is attached to self-evaluation.

36. Within 5 weeks after receiving the self-evaluation ANQA makes a decision on accepting or returning the self-evaluation.

*(Clause 36 changed: 15.12.11 N1907-Ն)*

37. ANQA returns the self-evaluation if:

- 1) it does not correspond to the unified form developed by ANQA

- 2) there are content, technical, structural or other problems,
  - 3) the data in the self-evaluation are not valid
38. ANQA sets one month period for the elimination the stated problems.
39. In case of eliminating the mentioned shortcomings in the self-evaluation within the set time period and submitting it again, ANQA makes a new decision on accepting the self-evaluation.
40. Within a five-week period since making the decision on accepting the self-evaluation ANQA introduces the composition of the expert panel in written form to the institution. The regulation on the formation of the expert panel is approved by ANQA Board of Trustees.
- (Clause 40 changed: 15.12.11 N1907-Ն)*
41. Within 2 weeks ANQA and the education institution agree upon the composition of the expert panel.
42. In case of disagreement on the composition of the expert panel the contract signed with the institution is extended for one month period until the approval of the new expert panel. In case of disagreement on the newly composed expert panel the contract signed with the institution is dissolved.
- (Clause 42 edited: 15.12.11 N1907-Ն, changed: 19.03.14 N301-Ն)*
43. After being agreed upon with the Accreditation Committee and the education institution the final composition of an expert panel is approved by the order of ANQA Director. Service contracts are signed with the experts.
- (Clause 43 edited: 19.03.14 N301-Ն)*
44. Within 12 weeks after approving the composition of an expert panel by ANQA the expert panel visits the education institution (hereinafter referred to as site-visit).
- (Clause 44 changed: 15.12.11 N1907-Ն)*
45. Site-visit schedule, conditions, procedure and duration are defined by mutual agreement between the education institution and ANQA.
46. Site-visit can last 3-7 days.
- (Clause 46 edited: 15.12.11 N1907-Ն)*
47. After the site-visit, if necessary, ANQA has the right to demand additional documents.
48. Within six weeks after the end of the site-visit an expert panel prepares and submits the draft report of expert panel to ANQA.
- (Clause 48 changed: 15.12.11 N1907-Ն, 19.03.14 N301-Ն)*
49. Within one week after receiving the draft report of expert panel ANQA sends it to the education institution.

*(Clause 49 changed: 15.12.11 N1907-Ն, 19.03.14 N301-Ն)*

50. An education institution can provide its comments and suggestions on the draft report of expert panel to ANQA within two weeks. In case of having no comments and suggestions the institution states its agreement on the draft report. In case of the comments and suggestions of the education institutions as justified, respective changes are made in the draft report of expert panel.

51. Within 7 weeks after the submission of expert panel draft report to ANQA the expert panel submits the final report to ANQA.

*(Clause 51 changed: 19.03.14 N301-Ն)*

52. Based on the self-evaluation of the education institution and the follow up plan on the elimination of shortcomings mentioned in the expert panel report ANQA prepares the draft of the final conclusion and submits it to the Accreditation Committee for making a decision.

*(Clause 51 changed: 19.03.14 N301-Ն)*

53. The format for accreditation conclusion is defined by ANQA.

54. Within 12 weeks after the submission of the draft report of expert panel ANQA publishes the conclusions on institution's institutional and programme accreditation results as well as the decision made by the Accreditation Committee on the official web-site.

*(Clause 54 changed: 15.12.11 N1907-Ն, 19.03.14 N301-Ն)*

## V. FINAL PROVISIONS

55. At least one year before the end of the deadline of the institutional accreditation and academic program accreditation an education institution can apply to ANQA for starting new institutional and program accreditation processes.

*(Clause 55 changed: 19.03.14 N301-Ն)*

56. The expenses for carrying out the expertise for institutional and program accreditations, business trips and other expenses are covered on a contractual basis by the education institution, regardless of the results of the process, according to the tariff approved by ANQA Board of Trustees and published by ANQA. The education institution must be transfer the amount for expenses to ANQA bank account.

*(Clause 56 changed: 19.03.14 N301-Ն)*

57. State accreditation is considered repealed if:

- 1) the date of accreditation certificate validity is expired
- 2) functioning of an education institution is terminated by RA legislation
- 3) licensing is considered repealed

58. ANQA publishes the decision on recognizing state accreditation as repealed and makes a respective notification in the State Accreditation Registrar.
59. Within 10 days after receiving the decision on recognizing institutional accreditation as repealed an education institution is obliged to return the state accreditation certificate to the authorized body of state education management (Ministry).  
*(Clause 59 changed: 19.03.14 N301-Ն)*
60. The decision on recognizing state accreditation as repealed can be appealed to the Court according to RA legislation.
61. In case of losing the state accreditation certificate the education institution applies to the Ministry that provides a new certificate noting “copy” within 15 days for which state tax is charged according to RA Law on State Tax.
62. The components of this regulation are:
- 1) self-evaluation forms for institutional and programme accreditation
  - 2) manual on carrying out the expertise
- (Clause 62 changed: 15.12.11 N1907-Ն, changed, edited: 19.03.14 N301-Ն)*  
*(Appendix edited, changed, amended: 15.12.11 N1907-Ն, amended, changed, edited: 19.03.14 N301-Ն)*

*Head of the Staff of RA Government*

*D. Sargsyan*