



National Commission for
**Further and
Higher Education**
Malta

NCFHE COMMUNICATION
QA/01/2016

Title: Issuing of EQA Follow-Up Report and Timelines
From: Head, Quality Assurance Unit, NCFHE
Date: 27/06/2016

Dear colleagues

Subsidiary Legislation 327.433 provides for the NCFHE to carry out External Quality Assurance (EQA) audits of licensed education providers. EQA audit reports, as drafted by the EQA review panel and endorsed by the NCFHE Board, may make provisions for follow-up procedures which shall be documented by the NCFHE Quality Assurance (QA) Unit within a prescribed number of months/years from the audit. To that effect, the NCFHE shall compile and publish a document titled EQA Follow-Up Report which documents the actions planned by the provider to address all the recommendations of the review panel as outlined in the EQA audit report, together with the status of their implementation.

In line with obligation arising from Regulation 39(2)(d) of SL 327.433, following Quality Assurance Committee (QAC) approval and endorsement by the NCFHE Board, the EQA Follow-Up Report is published on the NCFHE website.

The timeline for the procedures leading to the publication of the EQA Follow-Up Report shall be as follows:

NCFHE conducts an initial meeting with the provider to discuss the follow-up process and to set timelines	Week 1
The provider submits an updated self-assessment, which shall include tabulation, indicating clearly the actions taken by the provider to address all the recommendations in the EQA audit report and their status of implementation to date	Week 4
NCFHE conducts a formal meeting with the provider to discuss the self-assessment	Week 6
NCFHE compiles a draft EQA Follow-Up Report including the provider's self-assessment	Week 8
The provider provides comments and/or feedback on the draft EQA Follow-Up Report	Week 9
NCFHE produces a final version of the EQA Follow-Up Report	Week 10
The EQA Follow-Up Report is presented to the QAC for review and approval	First scheduled QAC meeting
Following QAC approval, the EQA Follow-Up Report is presented to the NCFHE Board for endorsement	First scheduled NCFHE Board meeting

For further information please contact the NCFHE QA Unit on qa.ncfhe@gov.mt

Regards

Head, QA Unit