

EU Customs Certificate of Recognition – Form 1

Initiation Request

Educational institution:	Title of academic programme:	Date: DD/MM/YY
<i>Tip: Use sample application as example</i>		
Name of educational institution: <i>Please share the name of the university, college, business school or other institution offering the academic programme applying for recognition.</i>		<input type="checkbox"/> Private <input type="checkbox"/> Public
Details and contact info of applicant: <i>Please provide the contact information of the person responsible for the application for recognition.</i>	Name: Organisation/Institution & department: Job title: Email address: Phone:	
Title of academic programme: <i>Please share the full title of the programme. If the title is not in English, please provide the English translation.</i>		
Type of academic programme: <i>Please designate with an x.</i>	<input type="checkbox"/> Bachelor's degree <input type="checkbox"/> Master's degree <input type="checkbox"/> Module(s) within a Bachelor's degree <input type="checkbox"/> Module(s) within a Master's degree	
Admission requirements <i>Educational background specifications, professional experience requirements etc.</i>		
Content/Modules overview: <i>Please insert the relevant link if available or provide a short description of the programme structure in English.</i>	<input type="checkbox"/> Available Link: <input type="checkbox"/> Not available Short description of academic programme's individual components (modules, seminars, thesis, projects, etc.)	
Language(s) of delivery: <i>Please designate with an "x".</i>	<input type="checkbox"/> English <input type="checkbox"/> Other:	
Target audience of the academic programme: <i>Please specify the student profiles this programme targets; multiple answers can apply.</i>	<input type="checkbox"/> Public sector <input type="checkbox"/> Private sector	
Duration of academic programme: <i>Please designate with an "x" and give information on the length of the academic programme (e.g. 18 months).</i>	<input type="checkbox"/> Full-time study <input type="checkbox"/> Part-time study	
*ECTS credits (or other if applicable) the programme grants or total hours of workload: <i>(e.g. 60 ECTS or 1,500 hours).</i>		
How are the *ECTS/other credits or workload hours allocated within the programme?		

EU Customs Certificate of Recognition – Form 1

<p>Please describe credit/hour allocation to modules, units, dissertations, work-based learnings, work placements etc. Please also share information on the proportion of the programme that covers Customs specific content (in percentage and ECTS points, if applicable).</p>	
<p><i>*ECTS stands for European Credit Transfer and Accumulation System. ECTS is a tool that helps to understand the weight of the programme (and its individual subjects) in terms of study hours. The correspondence of the full-time workload of an academic year to 60 credits is often formalised by national legal provisions. In most cases, workload ranges from 1,500 to 1,800 hours for an academic year, which means that 1 credit corresponds to 25 - 30 hours of work. ECTS points are allocated to educational components, such as course units, dissertations, work-based learning and work placements, according to the estimated workload required to achieve the defined learning outcomes for each component. Bachelor's degree consists of 180 – 240 ECTS points. Master's degree consists of 90 – 120 (minimum 60) ECTS points https://ec.europa.eu/education/ects/users-guide/docs/ects-users-guide_en.pdf</i></p>	
<p>Delivery methods: Please provide comprehensive information on the teaching methods (e.g. classroom, virtual, e-learning, self-study, written assignments, projects, literature study, thesis, guest lectures, etc.).</p>	
<p>Profile of the programme: Provide a short description of the knowledge, skills and abilities that the programme equips students with for the Customs profession.</p>	
<p>Key learning outcomes: Provide a short description of the key learning outcomes that students will acquire throughout the programme. Provide comprehensive information.</p>	
<p>Occupational profiles of graduates with examples: Provide examples of what the occupational profiles of graduates will be upon completion of the academic programme.</p>	
<p>National or international accreditation for Master's or Bachelor's academic programmes (or modules thereof), usually provided by governmental or authorised accreditation bodies.</p> <p><i>Note: In case the academic institution is already accredited, the applicant is responsible for <u>submitting the accreditation documentation to the Commission in English</u> as supportive material of Form 1. A translated English version of the accreditation is also acceptable.</i></p> <p>Accreditation status and timeline: Accreditation implies that the training programme is aligned with the Bologna Process¹ or equivalent. The applicant may be required to provide more evidence of the academic acknowledgement</p>	<p><input type="checkbox"/> Accreditation requested (documents are submitted)</p> <ul style="list-style-type: none"> • When do you foresee obtaining accreditation? (day/month/year): ____/____/____ • When do you foresee sending this proof? (day/month/year): ____/____/____ <p><input type="checkbox"/> Accreditation granted (please submit a copy of the accreditation documentation in English -translated English version also acceptable- along with Form 1)</p> <ul style="list-style-type: none"> • When was the accreditation granted? (day/month/year): ____/____/____ • When is the expiration date? (day/month/year): ____/____/____ • What is the renewal policy of the accreditation? <p><input type="checkbox"/> Not applicable. Please explain:</p> <p><input type="checkbox"/> Other. Please explain:</p>

¹ The Bologna Process is a collective effort of public authorities, universities, teachers and students, together with stakeholder associations, employers, quality assurance agencies, international organisations and institutions, including the European Commission.

EU Customs Certificate of Recognition – Form 1

Accreditation body: <i>Please provide the name and details of the accreditation body the programme has requested / will request accreditation from.</i>	Organisation: Email address: Phone:
I confirm that all information included in the application package is true and correct: <input type="checkbox"/>	

Please do not fill beyond this point
Eligibility check, criterion 1: Accreditation
Academic programmes are required to be accredited. National or international accreditation for Master's or Bachelor's academic programmes (or modules thereof) is typically provided by governmental or officially authorised accreditation bodies.
4 assessment parameters
1. Accreditation document <input type="checkbox"/>
2. Expiration date <input type="checkbox"/>
3. Renewal policy of the accreditation provided <input type="checkbox"/>
4. English version <input type="checkbox"/>
Quantitative evaluation outcome: <input type="checkbox"/> Eligible application <input type="checkbox"/> Non-eligible application