

EU Customs Certificate of Recognition – Sample Form 1

	<p>Transfer project (10 ECTS or 250 hours) Runs parallel to Modules 1 – 5 Writing the Master’s thesis 6 months (September – February) (20 ECTS or 500 hours)</p> <p>Total ECTS = 60 or 1.500 hours</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>	<ul style="list-style-type: none"> • Monthly seminars (face-to-face, classroom) • Self-study (preparation and follow-up) • Transfer project (practical and written assignment with presentation) • Master’s thesis <p>A number of different teaching methods are used, including problem-solving exercises, discussions on current topics, case-study analysis and role-plays. Participants work in small groups to encourage cooperation and team work.....</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>	<ul style="list-style-type: none"> • Graduates will be responsible for planning company policy in the field of customs and foreign trade law • They will work with all departments affected by customs and export controls, and ensure compliance with the statutory requirements <p>Such a role requires a range of professional and management competencies that are developed during the course modules.....</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>The course responds to the challenges that confront customs practitioners in the private and public sectors. Nowadays, customs practice is characterised by trade facilitation, supply chain security, complex tax regulations and increasing bilateral trade agreements. For this reason, customs practitioners must possess comprehensive knowledge of these subjects in order to:</p> <ul style="list-style-type: none"> • develop strategies and effectively manage change; • optimise customs-related processes and; • comply with the increasingly demanding statutory requirements; •
<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>The Master’s in Customs and Trade aims to train customs practitioners in the public and private sector with the knowledge and skills necessary to assume managerial tasks. Graduates of the course will have the skills to undertake the role of strategic manager within their organisations.</p>
<p>National or international accreditation for Master’s or Bachelor’s academic programmes (or modules thereof), typically 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 for Form 1. A translated English version of the accreditation is also acceptable.</i></p> <p>Accreditation status and timeline:</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 checked="" 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? (month/year): <u>01</u>/<u>09</u>/<u>19</u> • When is the expiration date? (day/month/year): <u>01</u>/<u>09</u>/<u>23</u> • What is the renewal policy of the accreditation? The accreditation is being renewed every five years <p><input type="checkbox"/> Not applicable. Please explain:</p> <p><input type="checkbox"/> Other. Please explain:</p>

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<p>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>Accreditation body: Please provide the name and details of the accreditation body the programme has requested / will request accreditation from.</p>	<p>Organisation: test organisation Email address: test@mail.com Phone: 00 00 00 00 00</p>
<p>I confirm that all information included in the application package is true and correct: <input checked="" type="checkbox"/></p>	

<p>Please do not fill beyond this point</p>
<p>Eligibility check criterion 1: Accreditation</p>
<p>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.</p>
<p>4 assessment parameters</p>
<p>1. Accreditation document <input checked="" type="checkbox"/></p>
<p>2. Expiration date <input checked="" type="checkbox"/></p>
<p>3. Renewal policy of the accreditation provided <input checked="" type="checkbox"/></p>
<p>4. English version <input checked="" type="checkbox"/></p>
<p>Quantitative evaluation outcome: <input checked="" type="checkbox"/> Eligible application <input type="checkbox"/> Non-eligible application</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.

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Academic Programme Outline

Educational institution: Fictive Institute of Customs and Trade Law

Title of academic programme: Master's in Customs and Trade

Date: 01/04/19

Please provide a detailed description of **ALL courses/modules and the relevant learning outcomes**, even in the case where recognition is requested for only one/some modules of the programme. Begin with Customs-specific courses and continue with non-Customs (accounting, business, human resources, etc.) courses. You can add rows in case the number of available rows is insufficient.

Course reference number	Course title	Outline	Study load	Delivery method	Evaluation method
Please create a unique identifier for each course.	Please share the English title of each course.	Please provide a summary of the topics that each course/module will discuss and what learning outcomes* are envisaged for each topic. Please make sure to clearly mention any written assignments, projects, literature studies, events and guest speakers on specific topics that are part of the course. <i>*Learning outcomes are statements of what a learner knows, understands and can do upon completion of a learning process.</i>	Please share the teaching hrs and self-study hours that are envisaged for this course and respective ECTS credits (or equivalent) it offers.	How will the learning content of this course be transferred to the participants? Multiple answers are possible.	How will the participants be evaluated at the end of the course?

1. Customs-specific courses: Total number of ECTS points granted by Customs-specific courses: 60

Course reference number	Course title	Outline	Study load			Delivery method	Evaluation method
			Teaching Hours	Self-Study	ECTS		
Mod. 1.1	World Trade Organisation	<p>Learning topics</p> <p>1. Foundations of WTO Law: The unit provides an historical overview from the creation of the GATT in 1947 to that of the WTO in 1994. It examines the political institutions and the difficulties in reaching agreement in such a diverse membership.</p> <p>2. WTO Agreements: The unit also examines the scope and application of the individual agreements, as well as their relationship with other international agreements.</p> <p>3. Dispute Settlement Procedure: The unit considers the procedure for bringing complaints before the dispute settlement bodies, as well as the</p>	25 hours (seminars)	50 hours (self-study)	3	Face-to-face teaching Teaching methods: discussion (also of prepared work), group work, role plays, problem-solving activities, case studies Self-study (preparation using materials provided and follow-up)	Written examination (3 hours)

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dispute settlement procedure and rules of interpretation.

The learning outcomes of the individual topics are given below.

Topic 1: Foundations of WTO Law

Students will:

1.1. Understand the legal obligations of the WTO agreements and formulate customs policy accordingly; perceive the operations of their organisation within the WTO's legal framework and be able to lobby international organisations on behalf of the private sector.

1.2. Realise the need to implement overarching obligations of the WTO Agreement directly into company customs policy (e.g. principles of good governance, good financial government, non-discrimination and equality).

1.3. Understand the interrelationship with other international organisations and reference to other international conventions (e.g. TRIPS, cooperation with e.g. WCO, UNCTAD and World Bank).

1.4. Understand the structure of the WTO political bodies, areas of competence and decision-making procedures.

1.5. Understand the challenges to forming political will within the WTO and how to bridge the gap between developing and industrialised countries.

Topic 2: WTO Agreements

Students will:

2.1. Identify the framework conditions for international trade within the WTO agreements.

2.2. Understand the procedure for creating and amending WTO agreements and secondary legal instruments.

2.3. Identify limits and weaknesses in the formulation of the WTO agreements and how they affect the interpretation of the WTO agreements.

2.4. Recognise the need for customs to work within the framework of multilateral agreements as far as possible and respect the conditions of general exceptions to the agreements (e.g. Article XXI GATT). Distinguish disguised restrictions on trade from measures that protect legitimate interests.

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		<p><u>Topic 3: Dispute Settlement Procedure</u></p> <p>Students will:</p> <p>3.1. Understand how dispute settlement proceedings are initiated and assess the effectiveness of the DSB from the point of view of economic participants faced with trade barriers in other countries.</p> <p>3.2. Understand how the Panel and Appellate Body interpret WTO agreements (e.g. rules of interpretation in the VCLT; importance of concepts such as good faith; evolutionary interpretation).</p> <p>3.3. Know the main criticisms of the WTO DSB (judicial activism, mission creep, lack of democratic legitimacy, role of amicus curiae, lack of transparency and accountability, as well as inconsistencies in interpretation (e.g. EC – Biotech)).</p> <p>3.4. Predict outcomes of trade disputes by identifying policy considerations at work when deciding disputes in reports and presentations.</p> <p>3.5. Consider the implications of the Panel and AB reports and formulate policy / lobby governments accordingly, both orally and in writing.</p>					
Mod. 1.2	International Commercial Law	<p><u>Learning topics</u></p> <p>1. Legal Foundations: The unit examines the stages of an international legal transaction from its negotiation to conclusion. It examines the major international agreements on contract law (esp. CISG, UNCITRAL and INCOTERMS®).</p> <p>2. Contracts and questions of liability: The unit outlines the principles and core terminology of contract law relating to the formation, execution and interpretation of the agreement. It also considers the rights and duties of contracting parties and the liability issues that commonly arise in cross-border transactions with particular reference to INCOTERMS®.</p> <p>3. Dispute resolution: The unit then deals with dispute resolution mechanisms in cross-border business transactions.</p> <p>The learning outcomes of the individual topics are given below.</p>	25 hours (seminars)	50 hours (self-study)	3	<p>Face-to-face teaching</p> <p>Teaching methods: discussion (also of prepared work), group work, role plays, problem-solving activities, case studies</p> <p>Self-study (preparation using materials provided and follow-up)</p>	Written examination (3 hours)

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Topic 1. Legal foundations

Students will:

- 1.1. Understand the role of contracts in commercial transactions, basic concepts and stages of contractual formation.
- 1.2. Identify the most important framework instruments of international trade (TIR Convention (1956); EC Convention on the Law Applicable to Contractual Obligations (Rome Convention 1989); Inter-American Convention on the Law Applicable to International Contracts (Mexico 1994) but with particular attention to scope, application and interpretation of the Convention on the International Sale of Goods (CISG).
- 1.3. Assist in drafting contracts that clarify the rights and obligations of contractual parties in the context of different legal systems.
- 1.4. Regulation of contracts in civil and common law systems; challenges in harmonising European private law.

Topic 2. Contracts and questions of liability

Students will:

- 2.1. Be aware of common causes of contractual disputes between business parties and draft contracts in such a way so as to reach agreement and maximise legal protection.
- 2.2. Identify the critical liability issues at each stage of the supply chain, understand the consequences for breach of contract and draft contracts accordingly.

Topic 3. Dispute resolution

Students will:

- 3.1. Understand instruments available to economic participants in resolving trade disputes and associated problems.
- 3.2. Summarise the facts of the case and identify the aspects of critical importance to contract law.
- 3.3. Identify the applicable law, explain legal consequences, put forward constructive solutions whilst protecting own interests.
- 3.4. Identify the best alternative to a negotiated agreement (BATNA).

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Mod. 2.1	Customs Policy and Instruments	<p><u>Learning Topics</u></p> <p>1. Customs policy: The unit examines the functions that customs perform within a society and how supranational/international policies are implemented. It examines areas regulated by customs authorities on the basis of customs legislation.</p> <p>2. Harmonised system: This topic concerns the WCO's Harmonized Commodity Description and Coding System Convention (HS). This explains how goods are classified at international and EU level with regard to the relevant explanatory notes.</p> <p>3. Customs valuation: This part explains the evolution of value systems and the fundamental principles of valuation with regard to Article VII of the GATT and the UCC. It examines the different methods of valuation together with the necessary adjustments.</p> <p>4. Rules of origin: The unit charts the development and harmonisation of rules of origin. The rules for determining origin are explained with regard to the relevant WCO and EU provisions.</p> <p>The learning outcomes of the individual topics are given below.</p> <p><u>Topic 1. Customs policy</u></p> <p>Students will:</p> <p>1.1. Understand the role of customs in the 21st century; the different roles that customs authorities perform and related challenges.</p> <p>1.2. Recognise the degree to which budget and staffing resources affect their ability to perform their functions.</p> <p>1.3. Customs and business partnerships using "informed compliance" and "C2B pillar" of the Framework of Standards.</p> <p>1.4. Draft and present a long-term company customs policy and communicate it effectively to the relevant departments.</p> <p><u>Topic 2. Harmonised system</u></p> <p>Students will:</p>	25 hours (seminars)	50 hours (self-study)	3	<p>Face-to-face teaching</p> <p>Teaching methods: discussion (also of prepared work), group work, role plays, problem-solving activities, case studies</p> <p>Self-study (preparation using materials provided and follow-up)</p>	Written examination (3 hours)
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		<p>2.1. Understand the structure and operation of the HS. 2.2. Master complex classification cases using interpretative rules, section and chapter notes. 2.3. Verify classifications (especially of potentially sensitive goods) submitted by traders.</p> <p><u>Topic 3. Customs valuation</u></p> <p>Students will:</p> <p>3.1. Calculate the value of imported goods using the WTO valuation methods. 3.2. Understand valuation control issues and complexities of valuation. 3.3. Balance facilitation and compliance when preventing valuation fraud. 3.4. Learn how to apply modern valuation management techniques.</p> <p><u>Topic 4. Rules of origin</u></p> <p>Students will:</p> <p>4.1. Interpret rules of origin under the WCO and preferential rules of origin correctly. Understand and apply rules of origin to complex cases; 4.2. Apply the rules of origin correctly to determine the origin of complex / sensitive products. 4.3. Know the sanctions and penalties for breaching rules of origin and methods of verifying origin.</p>					
Mod. 2.2	Customs Legislation and Procedures	<p>Learning Topics:</p> <p>1. Codification of customs law: The unit explains the reasons for codifying customs law and the contribution codification makes to legal harmonisation.</p> <p>2. Union Customs Code: This topic examines the formulation of the UCC and its interpretation by customs, tax officials and courts across Europe.</p> <p>3. Customs procedures: This part focuses on the most important customs procedures and customs formalities with a view to simplifying customs formalities and optimising processes.</p>	25 hours (seminars)	50 hours (self-study)	3	<p>Face-to-face teaching</p> <p>Teaching methods: discussion (also of prepared work), group work, role plays, problem-solving activities, case studies</p> <p>Self-study (preparation using materials provided and follow-up)</p>	Written examination (3 hours)

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		<p>The learning outcomes of the individual topics are given below.</p> <p><u>Topic 1. Codification of customs law</u></p> <p>Students will:</p> <p>1.1. Gain an overview of the different statutory systems (common law and civilian systems of law) and the passage of legislation.</p> <p>1.2. Understand the advantages and disadvantages of codification; conditions necessary for codification; assess degree to which codification is possible considering the different legal systems in the EU.</p> <p>1.3. Understand the participation processes during the statutory process: how economic participants can lobby for statutory change.</p> <p><u>Topic 2. Customs/Union Code</u></p> <p>Students will:</p> <p>2.1. Understand the meaning of customs terminology, systematic arrangement of the Customs/Union Code, as well as the interrelationship between the Code and its implementing provisions.</p> <p>2.2. Know how customs provisions are interpreted by the courts of civil and common law countries with reference to practical examples.</p> <p><u>Topic 3. Customs procedures</u></p> <p>Students will:</p> <p>3.1. Identify the rights and responsibilities of the economic participants and customs authorities (as rights holders and duties bearers).</p> <p>3.2. Demonstrate an understanding of the declaration verification and cargo release processes.</p> <p>3.3. Utilise customs procedures to streamline customs operations (e.g. inward processing procedure).</p> <p>3.4. Identify areas of a company involved in the company procedures and coordinate customs policy with them accordingly.</p>					
Mod. 3	International and European Taxation Issues	<u>Learning topics</u>	50 hours (seminars)	100 hours	6	Face-to-face teaching	Written examination (3 hours)

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	<p>1. Economic analysis of foreign trade: The module presents students with the structures, processes and effects in a country's relations concerning international trade and capital transactions. The unit also examines the structures, economic framework conditions and interdependencies of the global economy.</p> <p>2. Import VAT and excise: Students are acquainted with the tax implications of international transactions, taking into account the system of taxation. It also explains the motivation for import VAT and excise with reference to agreements and laws at international and European level.</p> <p>3. Managing the tax burden: Students are also shown how traders can configure their supply chains and related contracts to reduce customs duties and tax charges.</p> <p>The learning outcomes of the individual topics are given below.</p> <p><u>Topic 1. Economic analysis of foreign trade</u></p> <p>Students will:</p> <ol style="list-style-type: none"> 1.1. Understand the concepts and strategies of free trade. 1.2. Understand the principles and workings of investment. 1.3. Identify the conditions conducive to free trade. <p><u>Topic 2. Import VAT and excise</u></p> <p>Students will:</p> <ol style="list-style-type: none"> 2.1. Gain an overview of the main international and European tax regulations. 2.2. Gain an overview of different tax systems (direct and indirect taxation) and policies (e.g. methods of increasing revenues, budget allocation). 2.3. Know the different types of transactions necessary to perform customs operations (e.g. chain, triangular transactions) that have significant tax implications. <p><u>Topic 3. Managing the tax burden</u></p> <p>Students will:</p>	<p>(self-study)</p>	<p>Teaching methods: discussion (also of prepared work), group work, role plays, problem-solving activities, case studies</p> <p>Self-study (preparation using materials provided and follow-up)</p>
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		<p>3.1. Understand the fiscal implications of movements and transit operations.</p> <p>3.2. Know how to optimise legal transactions and related transport, storage and customs processes in order to reduce the tax debt and communicate the same to management and relevant departments.</p> <p>3.3. Know how to negotiate and draft contracts to limit liability for tax debts.</p>					
Mod. 4.1	Trade Facilitation	<p><u>Learning topics</u></p> <p>1. Managing risk: The unit concentrates on the nature of risk and how it is defined and quantified. It examines risk management strategies and compares the level of information each requires in assessing risk.</p> <p>2. Exchanging information: Data protection and international best practices in evaluating risk are also examined.</p> <p>3. Trade facilitation techniques: The unit also deals with the need for customs authorities to reduce border formalities in the interests of improving trade flows.</p> <p>The learning outcomes of the individual topics are given below.</p> <p><u>Topic 1. Managing risk</u></p> <p>Students will:</p> <p>1.1. Recognise the advantages of quantifying and targeting risk, and the different risk assessment strategies in use.</p> <p>1.2. Identify priority areas for risk management and e.g. trade statistics, reduction of cargo theft, improved supply chain transparency.</p> <p>1.3. Develop and effectively communicate strategies to implement risk management in the customs organisation, anticipate the technological and staffing resources necessary to carry out risk assessment effectively and plan their budgets accordingly.</p> <p>1.4. Recognise the importance of partnerships (C2B) in developing an effective risk management strategy and establish an effective channel of communication with the authorities.</p> <p><u>Topic 2. Exchanging information</u></p>	25 hours (seminars)	50 hours (self-study)	3	<p>Face-to-face teaching</p> <p>Teaching methods: discussion (also of prepared work), group work, role plays, problem-solving activities, case studies</p> <p>Self-study (preparation using materials provided and follow-up)</p>	Written examination (3 hours)

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			<p>Students will:</p> <p>2.1. Understand the importance of good quality information and effective channels of communication to manage risk and facilitate trade within the customs organisation and in relation to customs authorities.</p> <p>2.2. Identify relevant sources of information and formulate strategies to exchange information.</p> <p>2.3. Recognise the importance of monitoring the costs and performance indicators when implementing electronic environment to process the data collected for risk management.</p> <p>2.4. Develop procedures for dealing with sensitive trade information in accordance with EU data protection regulations.</p> <p><u>Topic 3. Trade facilitation techniques</u></p> <p>Students will:</p> <p>3.1. Understand the conditions conducive for trade and the benefits of facilitated trade.</p> <p>3.2. Gain an overview of international agreements and customs instruments relating to trade facilitation.</p> <p>3.3. Assess the effect that customs formalities have on trade flows and the implications for supply chain management.</p> <p>3.4. Identify cumbersome and outdated customs formalities to streamline clearance (e.g. through simplifications) and communicate reform strategy effectively.</p>					
Mod. 4.2	Supply Security	Chain	<p><u>Learning topics</u></p> <p>1. International and European Frameworks: The unit examines international agreements relating to supply chain security, including the WCO's Framework of Standards and relevant provisions of the Revised Kyoto Convention, as well as the UCC.</p> <p>2. AEO programme and implementation: It also examines the EU's Authorised Economic Operator (AEO) programme and mutual recognition using the agreement between the EU and USA as an example.</p> <p>3. Mutual recognition: The unit examines individual aspects of the EU-US mutual recognition</p>	25 hours (seminar s)	50 hours (self-study)	3	<p>Face-to-face teaching</p> <p>Teaching methods: discussion (also of prepared work), group work, role plays, problem-solving activities, case studies</p> <p>Self-study (preparation using materials provided and follow-up)</p>	Written examination (3 hours)

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agreement, such as risk assessment and data protection. In addition, it examines the promised benefits for economic participants.

The learning outcomes of the individual topics are given below.

Topic 1. International and European frameworks

Students will:

- 1.1. Gain an overview of the major international agreements relating to supply chain security.
- 1.2. Identify weak points in the supply chain and the most effective security measures.
- 1.3. Reconcile supply chain security with WTO obligations and international law.
- 1.4. Represent the views of the private sector regarding supply chain security to professional organisations and government both orally and in writing.

Topic 2. AEO programme and implementation

Students will:

- 2.1. Understand the concept of the AEO, the trade benefits it confers and the relevant regulatory requirements.
- 2.2. Understand monitoring duties and how to avoid non-compliance.
- 2.3. Prepare for AEO implementation; ensure effective communication and cooperation with relevant departments to ensure they adopt the necessary measures.
- 2.4. Ensure the effective technical implementation/integration of AEO requirements.
- 2.5. Assess and explain the direct and indirect advantages of AEO certification to improve the performance of the company both internally (e.g. optimisation of processes) and externally (e.g. marketing AEO as a seal of quality).

Topic 3. Mutual recognition

Students will:

- 3.1. Understand the concept of mutual recognition and pre-conditions (political will, equivalent security standards).

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		3.2. Know the purpose of the EU-US mutual recognition agreement, and understand its major provisions and related procedures.					
Mod. 5	Global Customs Compliance	<p><u>Learning topics</u></p> <p>1. Regulatory compliance: The module examines compliance in relation to foreign trade regulation. It focuses on export controls, prohibitions and restrictions. It also deals with authorities that supervise compliance and explains the sanctions for non-compliance, as well as the rules applied in different jurisdictions.</p> <p>2. Compliance Management Systems: The individual units also show what measures a company can take to integrate compliance into its existing processes and operations. They also explain that compliance can go hand in hand with optimisations.</p> <p>3. Prohibitions and restrictions: This topic examines the limits to free trade in the form of diverse prohibitions and restrictions to trade. These include health and safety requirements, and trade embargoes and agreements on protecting the wildlife and the environment.</p> <p>4. Export Control Law: The unit examines the EU Dual-Use Regulation and the methods used to identify dual-use goods. The duties of persons responsible for exports/export controls are also examined.</p> <p>The module covers the following learning topics:</p> <p><u>Topic 1. Regulatory Compliance</u></p> <p>Students will:</p> <p>1.1. Understand regulatory regimes in relation to export controls, prohibitions and restrictions. 1.2. Know the competent authorities and activities of customs 1.3. Know the sanctions for non-compliance, legal remedies and liability clauses. 1.4. Draft working instructions explaining the major regulations, appoint suitable persons responsible for regulatory compliance in the company (export officer, export controls officer) and structure the organisational chart accordingly.</p>	50 hours (seminars)	100 hours (self-study)	6	<p>Face-to-face teaching</p> <p>Teaching methods: discussion (also of prepared work), group work, role plays, problem-solving activities, case studies</p> <p>Self-study (preparation using materials provided and follow-up)</p>	Extended essay (15,000 words)

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		<p><u>Topic 2. Compliance Systems</u></p> <p>Students will:</p> <p>2.1. Understand the concept, aims and taxonomy of compliance.</p> <p>2.2. Know the components and characteristics of compliance systems.</p> <p>2.3. Learn how to integrate compliance systems into the business by e.g. drafting internal guidelines, optimisation and compliance.</p> <p>2.4. Know the case for compliance systems: cost-benefit analysis.</p> <p><u>Topic 3. Prohibitions and Restrictions</u></p> <p>Students will:</p> <p>3.1. Know the major prohibitions and restrictions, and at international and European level.</p> <p>3.2. Identify goods and business activities affected by prohibitions and restrictions (using IPR as an example).</p> <p>3.3. Liaise with relevant departments to develop systems / procedures to ensure compliance with export control law (e.g. obtaining necessary authorisations).</p> <p><u>Topic 4. Export Control Law</u></p> <p>Students will:</p> <p>4.1. Know the relevant export control regimes, scope and requirements.</p> <p>4.2. Identify goods and business activities affected by export control requirements.</p> <p>4.3. Be able to develop systems / procedures to ensure compliance with export control law (e.g. obtaining the necessary authorisations).</p>					
Mod. 6	Transfer project	The transfer project consists of a project participants carry out at the workplace and related thematically to the previous five modules. The aim of the project is to improve company processes / operations, or to solve a problem using the knowledge gained during the course.	5 hours tutoring per month (online)	250 hours	10	Practical project at their place of work Online tutoring	Written report and presentation

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		<p>Learning outcomes will differ according to the nature of the project, but are expected to include the following:</p> <p><u>Learning outcomes</u></p> <p>Students will:</p> <ol style="list-style-type: none"> 1. Apply the knowledge gained during the course modules in practice. 2. Cooperate with and communicate to persons, institutions and organisations effectively. 3. Design the project logically, consistently and transparently within the respective legal framework. 4. Select suitably qualified staff to perform specific tasks and manage personnel effectively to achieve project aims. 5. Manage a budget and resources effectively. 6. Adapt project strategies to changed circumstances, if necessary. 7. Learn to work independently and provide an example to others. 8. Develop alternative strategies and make reasoned decisions, and ensure compliance with legal requirements. 9. Resolve disputes and overcome barriers to change. 10. Present the results of the project accurately and on time. 				
Mod. 7	Master's Thesis	<p>The Master's thesis deals with a customs-related subject of practical importance to participants' area of expertise. They are required to solve the problem by using knowledge acquired during the course. The thesis must satisfy academic requirements and be completed within a certain time limit.</p> <p>Learning outcomes will differ according to the nature of the project, but are expected to include the following:</p> <p><u>Learning outcomes</u></p> <p>Students will:</p> <ol style="list-style-type: none"> 1. Apply methodical skills (i.e. relating to organisation, planning and presentation). 2. Exercise critical thinking and develop a structured approach to solve problems. 3. Express themselves clearly in writing. 	500 hours	20	Academic research Group discussion (colloquia)	Thesis words) (50,000

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		4. Present and explain customs-related legal problems and their solution at an academic level.					
2. Non-Customs courses: <i>(accounting, business, human resources, etc.)</i>		Total number of ECTS points granted by non-Customs courses: _____ 0 _____					
Course reference number	Course title	Outline	Study load			Delivery method	Evaluation method
			Teaching Hours	Self-Study	ECTS		

<i>Please do not fill in beyond this point.</i>			
Eligibility check criterion 2 - Customs specificity			
Master's or Bachelor's academic programmes must contain a minimum of 75% Customs-specific content. Modules within Master's or Bachelor's programmes must be 100% Customs-specific and must represent between 30% and 74% of the overall programme.			
Out of the total number of the academic programme's ECTS points (or equivalent), 75% should cover Customs-specific modules.			
	ECTS points/equivalent	Percentage	
Customs-specific courses	60	100%	
Non-Customs courses	0	0	
Total	60	100%	
Master's and Bachelor's programmes:	<input checked="" type="checkbox"/> at least 75% Customs-specific	<input type="checkbox"/> Less than 75% Customs-specific	
Module(s) within a Bachelor's or Master's programme:	<input type="checkbox"/> 100% Customs-specific	<input type="checkbox"/> Less than 100% Customs-specific	
	<input type="checkbox"/> 30-74% of overall programme	<input type="checkbox"/> Less than 30% of overall programme	
Quantitative evaluation outcome: <input checked="" type="checkbox"/> Eligible Application <input type="checkbox"/> Non-eligible Application			

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Competencies addressed by the Master's Academic Programme							
Educational institution: Fictive Institute of Customs and Trade Law		Title of academic programme: Master's in Customs and Trade			Date: 01/04/19		
<p>Below you will find a list of suggested competencies along with the recommended proficiency levels (PL) in yellow. This competency list is derived from the CustComp^{eu} Public and Private sector EU Reference Training Programmes (RTP) for Academic Customs Education. <u>Please indicate the competency level your programme addresses.</u> Leave blank competencies that your programme does not address. Fill in any additional competency covered by your programme in rows named "Additional competencies" at the end of this table.</p> <p>Visit the links to the CustComp^{eu} Professional, Management and Operational (Public Sector, Private Sector) Training Curricula, and EU RTP Proficiency Level Descriptions for further reference to the training topics and outcomes for each competency.</p> <p><i>Useful tips:</i> Use Form 2 as reference. Take one module description at a time. Decide and indicate below which competencies the module addresses. Repeat for all modules.</p>							
CustComp ^{eu}			Academic Master's programme				
Competency	Reference	Dedicated hours	Indicated Proficiency Level				Modules or courses in your programme
OC: Operational Competency PC: Professional Competency MC: Management Competency	For a full description of the competency, refer to the Training Curricula linked above.	Training, self-study, assignments, thesis, exams, etc. hours dedicated to each competency	Mark with an x the competency PL level your programme delivers. Use the PL descriptions link for reference. Yellow indications correspond to RTP recommendations.				Indicate in which courses this competency is trained during the programme. Refer to the specific Topics and Outcomes as presented in Form 2. Be sure to explicitly mention the course reference number. Please note that you can also refer to an event or an assignment that is part of a course or the wider programme (e.g. thesis). For PCs and MCs (e.g. Teamwork), training in dedicated courses is not required. Such competencies can as well be trained via a group working paper, thesis, transfer project, etc.
			PL1	PL2	PL3	PL4	
Operational Competencies (to qualify for recognition, the academic programme needs to address at least 18 of the following competencies):							
Customs legislation	Public	OC_1	30 (Taught modules) 30 (T. project) 120 (Thesis)	x			Module 1.1., topics 1-3; outcomes 1.1-1.3, 2.1-2.4, 3.2, 3.5. Module 2.1., topics 1-4; outcomes 1.1-4.3. Module 2.2., topics 1-3; outcomes 1.1-3.3. Module 3, topic 2; outcomes 2.1., 2.3., 3.1. Module 4.1., topic 3, outcomes 3.2., 3.3. Module 4.2., topics 1-3; outcomes 1.1., 2.1.; 3.2. Module 5, topics 1, 3 and 4; outcomes 1.1., 1.3.; 3.1., 4.1. Module 6, outcomes 1, 3, 6, 8 Module 7, outcomes 2, 4
Customs legislation & regulation	Private	OC_8	30 (Taught modules) 30 (T. project) 120 (Thesis)	x			Module 1.1., topics 1-3; outcomes 1.1-1.3, 2.1-2.4, 3.2, 3.5. Module 2.1., topics 1-4; outcomes 1.1-4.3. Module 2.2., topics 1-3; outcomes 1.1-3.3. Module 3, topic 2; outcomes 2.1., 2.3., 3.1. Module 4.1., topic 3, outcomes 3.2., 3.3. Module 4.2., topics 1-3; outcomes 1.1., 2.1.; 3.2. Module 5, topics 1, 3 and 4; outcomes 1.1., 1.3.; 3.1., 4.1. Module 6, outcomes 1, 3, 6, 8 Module 7, outcomes 2, 4
Customs business understanding	Public	OC_16	20 (Taught modules) 50 (T. project) 40 (Thesis)		x		Module 1.1., topic 2; outcome 2.4. Module 2.1., topic 1; outcomes 1.1-1.4.; Module 2.2., topics 1, 3; outcomes 1.3, 3.1-3.3 Module 4.1., topic 3; outcome 3.4. Module 4.2., topic 2; outcomes 2.1.-2.5.

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	Private	OC_1					Module 5, topics 1-4; outcomes 1.1.-2.4, 3.2, 3.3, 4.2, 4.3. Module 6, outcomes 3, 5, 6 Module 7, outcomes 2, 4
Customs procedures	Public	OC_2-12					
Entry of Goods process	Private	OC_12	10 (Taught modules)	x			Module 2.2., topics 2, 3; outcomes 2.1., 2.2., 3.1.-3.4. Module 4.1., topic 2; outcomes 2.1.-2.4. Module 4.2., topics 2, 3; outcomes 2.1., 2.2., 3.4. Module 5, topics 3, 4; outcomes 3.1., 3.2., 4.1. – 4.4.
Excise related to import and export	Private	OC_13	5 (Taught modules)	x			Module 3, topic 2; outcomes 2.1.-2.3.
VAT related to import and export	Private	OC_21	5 (Taught Modules)	x			Module 3, topic 2; outcomes 2.1.-2.3.
Export and exit process	Private	OC_14					
Release for Free Circulation Process	Private	OC_17					
Special procedures process (excluding Transit)	Private	OC_18	5 (Taught modules)	x			Module 2.2. topics 2, 3; outcomes 2.1., 2.2., 3.1.-3.4. Module 4.1., topics 2, 3; outcomes 2.1., 2.2., 3.4.
Storage process	Private	OC_19	5 (Taught modules)	x			Module 2.2., topics 2, 3; outcomes 2.1., 3.1. – 3.4. Module 4.1., topics 2, 3; outcomes 2.1., 2.2., 3.4.
Transit process	Private	OC_20	5 (Taught modules)	x			Module 2.2., topics 2, 3; outcomes 2.1., 3.1. – 3.4. Module 4.1., topics 2, 3; outcomes 2.1., 2.2., 3.4.
Trade facilitation	Public	OC_13					
Tariff and Classification	Public	OC_17	5 (Taught modules) 20(self-study)		x		Module 2.1., topic 2; outcomes 2.1.-2.3. Module 5, topics 3, 4; outcomes 3.2., 4.2.
	Private	OC_2	5 (Taught modules) 20(self-study)	x			Module 2.1., topic 2; outcomes 2.1.-2.3. Module 5, topics 3, 4; outcomes 3.2., 4.2.
Valuation	Public	OC_18					
	Private	OC_3	5 (Taught modules) 20(self-study)	x			Module 1.1, topic 2; outcome 2.1. Module 2.1, topic 3; outcomes 3.1.-3.4.
Origin of goods	Public	OC_19					
	Private	OC_4	5 (Taught modules) 20(self-study)	x			Module 2.1, topic 4; outcomes 4.1.-4.4. Module 5, topics 3, 4; outcomes 3.2., 4.2.
Prohibitions and restrictions	Public	OC_23	15 (Taught modules) 40(self-study)		x		Module 1.1., topics 1-3; outcomes 1.1., 1.3., 2.4., 3.1., 3.4. Module 2.1., topic 1; outcome 1.1. Module 4.2., topic 2, outcomes 2.1, 2.2., 3.1.-3.4. Module 5, topic 3; outcomes 3.1.-3.3.
	Private	OC_5					
Risk analysis	Public	OC_27					
	Private	OC_6	15 (Taught modules)	x			Module 2.1., topic 1; outcome 1.3. Module 4.1, topic 1; outcomes 1.1.-1.4.; Module 5, topics 1-4; outcomes 1.4, 2.1.-2.4., 3.2., 3.3., 4.2., 4.3.

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Supply chain operations	Public	OC_29	20 (Taught modules) 50 (T. project) 40 (Thesis)		x		Module 1.1., topics 1–3; outcomes 1.1., 1.2., 2.1., 2.4., 3.5. Module 1.2., topics 1, 2; outcomes 1.1., 1.2., 2.2. Module 2.1., topic 1; outcome 1.1. Module 3, topic 3, outcomes 3.1. Module 4.1, topic 3; outcomes 3.1.–3.4. Module 4.2., topics 1, 2; outcomes 1.2.; 2.3., 2.4. Module 5, topics 1–4; outcomes 1.1.; 2.3., 3.2–3.3.; 4.2.–4.3. Module 6, outcomes 1, 3, 6, 8 Module 7, outcomes 2, 4
Economic operators management	Private	OC_7					
Customs declaration processing	Public	OC_14					
Debt and guarantee management	Public	OC_15					
Customs supervision	Public	OC_20					
Control of goods	Public	OC_21					
Enforcement	Public	OC_22					
Customs investigation	Public	OC_24					
Operational analytics	Public	OC_25					
Integrated border management	Public	OC_26					
Support for Customs	Public	OC_28					
Audit	Public	OC_30					
Audit	Public	OC_31					
Authorisation management	Private	OC_9	5 (Taught modules)			x	Module 2.2., topic 3; outcome 3.1. Module 4.1., topic 3; outcome 3.4. Module 4.2., topic 2; outcomes 2.1.–2.5. Module 5, topics 3, 4; outcomes 3.1.–3.3., 4.1. – 4.3.
Customs compliance assurance	Private	OC_10	25 (Taught modules) 50 (T. project) 100 (Thesis)		x		Module 1.1., topics 1, 2; outcomes 1.2., 2.4, Module 2.1, topics 1-4; outcomes 1.3., 2.2., 2.3., 3.1.-3.4., 4.1.-4.3. Module 2.2., topics 2, 3; outcomes 2.1., 2.2., 3.1.–3.4. Module 3, topics 2, 3; outcomes 2.1.–2.3., 3.1.–3.3. Module 4.2, topics 1–2; outcomes 1.1.–1.3., 2.1.–2.5. Module 5, topics 1,2; outcomes 1.1.–2.4. Module 6 outcomes 1, 2, 4, 6-10 Module 7, outcomes 2, 4
Customs IT systems and applications	Private	OC_11	15 (Taught modules)	x			Module 2.1., topic 2; outcome 2.2. Module 2.2., topic 3; outcomes 3.2. – 3.3. Module 4.1, topics 2, 3; outcomes 2.1. – 2.4., 3.4. Module 5, topic 2; outcome 2.3. Module 5, topics 3, 4; outcomes 3.2.; 4.2.
Financial customs payment procedures	Private	OC_15					
Global environment trends	Private	OC_16	20 (Taught modules) 40 (T. project) 100 (Thesis)		x		Module 1.1., topic 1; outcomes 1.1. – 1.5. Module 2.1., topic 1; outcome 1.1. Module 3, topic 1; outcome 1.1. – 1.3. Module 4.1., topics 2, 3; outcomes 2.1., 3.1. – 3.4. Module 4.2., topic 1; outcome 1.1. Module 5, topic 1; outcome 1.1. Module 6, outcomes 1, 6, 8 Module 7, outcomes 2, 4
Professional Competencies (to qualify for recognition, the academic programme needs to address at least 5 of the following competencies):							
Drive for results		PC_2					
Investigative ability		PC_3					

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Professional networking	PC_5	10 (Taught modules)		x		Taught classes (modules 1-5)
Knowledge/experience sharing	PC_7	20 (Taught modules) 5 (T. project)		x		Taught classes (modules 1-5); introductory week Transfer project (module 6); presentation of findings and discussions
Decision making	PC_11	20 (Taught modules) 30 (T. project)		x		Module 1.2., topics 2, 3; outcomes 2.2., 3.3. Module 2.2., topic 3; outcome 3.3. Module 3, topic 3; outcome 3.2. Module 4.1., topics 1, 3; outcomes 1.2., 1.3., 3.4. Module 4.2., topic 2; outcomes 2.3., 2.4., 2.5. Module 5, topics 1-4; outcomes 1.4, 2.3, 3.3., 4.3. Module 6, outcomes 3-7, 9
Analytical thinking	PC_12	100 (Taught modules) 20 (T. project) 150 (Thesis)		x		Module 1.1, topics 2, 3; outcomes 2.1, 2.3.; 3.4 Module 1.2, topics 2, 3; outcomes 2.2, 3.2, 3.3 Module 2.1, topics 2, 3; outcomes 2.2.; 3.1. Module 3, topics 2, 3; outcomes 2.3, 3.2. Module 4.1, topics 1 – 3; outcomes 1.3., 2.2., 3.3. Module 4.2, topic 1-2; outcomes 1.2, 2.5. Module 5: topics 2, 3, 4; outcomes 2.3., 2.4., 3.2., 4.2. Module 6, outcomes 1, 3, 5, 6, 8-10 Module 7, outcomes 1, 2
Problem solving	PC_14	50 (Taught modules) 40 (T. project) 100 (Thesis)		x		Module 1.1., topic 3; outcomes 3.1., 3.4. Module 1.2., topics 1-3; outcomes 1.3., 2.2., 3.3. Module 2.1., topics 1-3; outcomes 1.4., 2.2., 3.2., 3.1. Module 3, topic 3; outcomes 3.2., 3.3. Module 4.1., topics 1-3; outcomes 1.3., 2.4., 3.4. Module 4.2., topics 1, 2; outcomes 1.2., 2.3. Module 5, topics 2-4; outcomes 2.3., 3.3, 4.3. Module 6, outcomes 6, 8, 9 Module 7, outcomes 1-4
Processing information	PC_17	100 (Taught modules) 20 (T. project) 150 (Thesis)		x		Module 1.2., topic 3; outcomes 3.2., 3.3. Module 2.1., topics 2-4; outcomes 2.2., 2.3., 3.1., 4.1., 4.3. Module 3, topic 3; outcomes 3.1. – 3.3. Module 4.1, topics 2, 3; outcomes 2.2. 3.3. Module 4.2., topics 1, 2; outcomes 1.2., 2.4. Module 5 topics 2-4; outcomes 2.4., 3.2., 4.2. Module 6, outcomes 1, 3, 5, 8-10 Module 7, outcome 2
Technological ability	PC_23					
Research	PC_25	400 (Thesis)			x	Module 7, outcomes 1-4
Management Competencies (to qualify for recognition, the academic programme needs to address at least 9 of the following competencies):						
Strategic agility	MC_3	30 (T. project)		x		Module 2.1., topic 1; outcomes 1.1.-1.4. Module 2.2., topic 3; outcome 3.3. Module 3, topic 3; outcome 3.2. Module 4.1., topic 3; outcome 3.4. Module 5, topics 1-4; outcome 1.4., 2.3., 3.3., 4.3. Module 6, outcomes 3, 6, 8
Innovation	MC_4	100 (Academic research)	x			Module 7, outcomes 1,2
Entrepreneurship	MC_5	10 (Taught modules) 10 (T. project)		x		Module 1.2., topic 2; outcomes 2.1., 2.2. Module 2.2., topic 3; outcomes 3.1., 3.3.; Module 3, topics 1, 2, 3; outcomes 1.1.-1.3., 2.3., 3.2. Module 4.1., topic 3; outcome 3.4.

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					Module 5, topic 1, 2; outcomes 1.4., 2.3. Module 6, outcomes 5-8
Project Management	MC_8	10 (T. project)		x	Module 6., outcome 1, 3,5,6,8,10
Change Management	MC_10	10 (T. project)		x	Module 6., outcome 2, 4,6
Financial Management	MC_11	10 (Taught modules)	x		Module 3., topics 1 1.1. 1.2. 1.3.
Policy Design	MC_13				
Political Trends/Awareness	MC_14	20 (Taught modules) 30 (Thesis)		x	Module 1.1., topics 1-3; outcomes 1.1.- 3.4. Module 2.1., topic 1; outcomes 1.1.-1.4. Module 2.2., topic 1; outcome 1.3. Module 4.2., topics 1-3; outcomes Module 5, topics 3, 4; outcomes 3.1., 4.1.
Customs Trends	MC_15				
Strategic Supply Chain Management	MC_16	20 (Taught modules) 50 (T. project) 50 (Thesis)		x	Module 1.1., topics 1-3; outcomes 1.1., 1.2., 2.1., 2.4., 3.5. Module 1.2., topics 1, 2; outcomes 1.1., 1.2., 2.2. Module 2.1., topic 1; outcome 1.1. Module 3, topic 3, outcomes 3.1. Module 4.1, topic 3; outcomes 3.1.-3.4. Module 4.2., topics 1, 2; outcomes 1.2.; 2.3., 2.4. Module 5, topics 1-4; outcomes 1.1.; 2.3., 3.2-3.3.; 4.2.-4.3. Module 6, outcomes 1, 3, 6, 8 Module 7, outcomes 2, 4
Process Management	MC_19	30 (Taught modules) 50 (T. project) 50 (Thesis)		x	Module 2.2., topic 3; outcome 3.3. Module 4.1, topic 3; outcomes 3.3., 3.4. Module 4.2., topic 2; outcome 2.5. Module 5, topics 2-4; outcomes 2.3., 3.3., 4.3. Module 6, outcomes 1, 3, 6, 8 Module 7, outcomes 2, 4
Additional competencies covered by the academic programme:					
Teamwork		10 (Taught modules) 20 (T. project)		x	Module 1.2., topics 2, 3; outcomes 2.2., 3.3. Module 2.1., topic 1; outcome 1.3. Module 3, topic 3; outcomes 3.2., 3.3. Module 4.1., topics 2, 3; outcomes 2.1., 3.4. Module 4.2., topic 2; outcomes 2.3., 2.4. Module 5, topics 2-4; outcomes 2.3, 3.2., 4.2. Module 6, outcomes 2, 4, 9
Written communication		75 (Taught modules) 30 (T. project) 100 (Thesis)		x	Module 1.1., topic 3; outcome 3.5. Module 1.2., topics 1, 2; outcomes 1.3., 1.4., 2.1., 2.2. Module 2.2., topics 1, 2; outcomes 1.2., 1.3., 2.1. Module 3, topic 3; outcome 3.3. Module 4.1., topic 2; outcome 2.4. Module 5, topics 1, 3, 4; outcomes 1.4., 3.1., 4.1. Written examinations (Modules 1-5), report (Module 6) and thesis (Module 7)
Oral communication		50 (Taught modules) 30 (T. project)		x	Module 1.1., topic 1; outcome 1.1. Module 1.2., topic 3; outcomes 3.2., 3.3. Module 2.1., topic 1; outcome 1.4. Module 2.2., topics 1, 3; outcomes 1.3., 3.4. Module 3, topic 3; outcomes 3.2., 3.3. Module 4.1, topics 1-3; outcomes 1.3., 1.4., 2.1., 2.2., 3.4. Module 4.2., topics 1, 2; outcomes 1.4., 2.3.

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						Module 5 topics 1, 2; outcomes 1.4, 2.3. Module 6, outcomes 2, 10, presentation (exam)

Please do not fill beyond this point

Eligibility check criterion 3: In line with the RTP

Master's Academic programmes need to demonstrate they are in line with the RTP (total of 42 competencies) in at least 75% (address a minimum of 32 competencies) out of a total of 42 RTP competencies, of which a minimum of 18 OCs, 5 PCs, 9 MCs at the recommended proficiency levels.

	Number	Percentage
RTP competencies	42	100%
Public and Private OCs	20	
PCs	7	
MCs	9	
In line with RTP total	36	86%

Master's programme: at least 75% in line with RTP less than 75% in line with RTP

Quantitative evaluation outcome: **Eligible Application** **Non-eligible Application**

EU Customs Certificate of Recognition – Sample Form 4

Deviations and Motivation		
Educational institution: Fictive Institute of Customs and Trade Law	Title of academic programme: Master's in Customs and Trade	Date: 01/04/19
<i>State below any deviations from the Public/Private sector RTP also present in Form 3.</i>		
Deviation from EU Reference Training Programme	Motivation	
<i>It is not a prerequisite to be 100% in line with Public and Private RTP, however deviations should be explained.</i>	<i>Please explain and justify any type of deviations from the minimum Public and Private RTP standards and indicate the reasons for this deviation (competencies not addressed, different PLs), etc.</i>	
PL deviations	<p>We have indicated PL 1 instead of the recommended PL 2 for the following MC competencies:</p> <ul style="list-style-type: none"> • MC_4 Innovation • MC_11 Financial management <p>The reason is that the specific competencies are trained in a basic level throughout the programme.</p>	

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SAMPLE