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| **Doc. 300.3.2** | **Higher Education Institution’s Response**  (Departmental) |
| **Date:** Date |  |
|  | * **Higher Education Institution:**   Name   * **Town:** Town * **School/Faculty:** School/Faculty * **Department:** Department/Sector * **Programme(s) of study under evaluation  Name (Duration, ECTS, Cycle)**   **Programme 1**  **In Greek:**  Programme Name  **In English:**  Programme Name  **Programme 2**  **In Greek:**  Programme Name  **In English:**  Programme Name  **Programme 3**  **In Greek:**  Programme Name  **In English:**  Programme Name   * **Department’s Status:** Choose status |

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| The present document has been prepared within the framework of the authority and competencies of the Cyprus Agency of Quality Assurance and Accreditation in Higher Education, according to the provisions of the “Quality Assurance and Accreditation of Higher Education and the Establishment and Operation of an Agency on Related Matters Laws” of 2015 to 2021 [L.136(Ι)/2015 – L.132(Ι)/2021]. |

1. **Guidelines on content and structure of the report**

* *The Higher Education Institution (HEI) based on the External Evaluation Committee’s (EEC’s) evaluation report (Doc.300.3.1) must justify whether actions have been taken in improving the quality of the department in each assessment area.*
* *In particular, under each assessment area, the HEI must respond on, without changing the format of the report:*
* *the findings, strengths, areas of improvement and recommendations of the EEC*
* *the deficiencies noted under the quality indicators (criteria)*
* *the conclusions and final remarks noted by the EEC*
* *The HEI’s response must follow below the EEC’s comments, which must be copied from the external evaluation report (Doc. 300.3.1).*
* *In case of annexes, those should be attached and sent on a separate document.*

1. **Department’s academic profile and orientation**

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| **Sub-areas**   * 1. **Mission and strategic planning**   2. **Connecting with society**   3. **Development processes** |

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1. **Quality Assurance**

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| **Sub-areas**   * 1. **System and quality assurance strategy**   2. **Quality assurance for the programmes of study** |

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1. **Administration**

Click to enter text.

1. **Learning and Teaching**

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| **Sub-areas**  **4.1 Planning the programmes of study**  **4.2 Organisation of teaching** |

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1. **Teaching Staff**

Click to enter text.

1. **Research**

Click to enter text.

1. **Resources**

Click to enter text.

1. **Conclusions and final remarks**

Click to enter text.

1. **Higher Education Institution academic representatives**

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| *Name* | *Position* | *Signature* |
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