

QUESTIONNAIRE

UNIVERSITY DISTANCE LEARNING PROGRAMS

The following questionnaire should be answered and signed by the Head of the Department or the Director of the Program or the Registrar. This information is of great importance for the Hellenic NARIC to reach a decision on whether the degree under evaluation complies with the provisions of Greek Legislation.

[Please, tick or fill in]

Applicant's /Graduate's Name:

University / Higher Education Institution (H.E.I):

School / Department:

Address / Location:

Degree Awarded:

I) PROGRAM TITLE:

➤ Duration (in semesters/quarters):

[If the actual duration differs from the official one, please specify. Actual duration:]

➤ Number of Credit Units (ECTS or ECTS equivalent):

➤ Number of modules/courses in each academic semester/quarter: 1st)..... 2nd)..... 3rd).....
4th)..... 5th)..... 6th)..... *(add accordingly)*

➤ Number of Credit units (ECTS or ECTS equivalent) per academic semester/quarter: 1st).....
2nd)..... 3rd)..... 4th)..... 5th)..... 6th)..... *(add accordingly)*

➤ Number of modules/courses during summer session:

➤ Number of Credit Units (ECTS or ECTS equivalent) per module/course during summer session:.....
.....

➤ The teaching methods include:

■ Face-to-face or classroom based learning (students are required to be physically present at the University at least once during the semester):YESNO

■ Asynchronous learning (students use online learning resources and are assessed through a variety of diagnostic tools and formative assessment methods):YESNO

- Synchronous learning ('teleconferences' and virtual meetings are held regularly during each semester / quarter):YESNO

1. Mode of assessment and credits:

- Number of modules/courses requiring written exams:
- Number of modules/courses requiring oral exams:
- Number of modules/courses requiring assignments:
- Number of modules/courses with exams requiring physical presence at the University seat:

***** if there are modules/courses in this program that have exams not requiring the student's physical presence at the University seat, please fill in the attached APPENDIX.**

2. Thesis: YESNO

- If yes, does the Thesis presentation require physical presence of the student at the University seat?YESNO
- If physical presence is not required, please specify how the Thesis is presented.

3. Practicum/Placement: (i) type:mandatoryoptional not required

ii) official duration: iii) place:

- Number of members of the teaching staff involved in this program:
- Student/teaching staff ratio of the program:
- Maximum number of theses supervised by each staff member concurrently:
- Percentage of Teaching Staff (tutors, supervisors, lecturers) involved in the program that hold a PhD degree: I) Academic Staff: %
ii) Collaborating and adjunct members of the teaching staff: %
- Percentage of foreign students admitted to this program of studies: %
- Admission criteria for foreign students
- The overall academic profile of the candidate: YES NO

- Entrance examinations: YES NO
- Interview: YES NO
- Teaching Language of the program:
- Examination Language:
- Thesis Language:

II) THE GRADUATE NAMED

SUCCESSFULLY COMPLETED THE PROGRAM OF STUDIES AS FOLLOWS:

- Number of modules/courses, in which he/she was assessed with written exams:
- Number of modules/courses, in which he/she was assessed with oral exams:
- Number of modules/courses, in which he/she was assessed with assignments:
- Number of courses he/she attended with exams requiring physical presence at the University seat:

***** If there are modules/courses of this program that the student had exams not requiring his/her physical presence at the University seat, please fill in the attached APPENDIX.**

- Title of Thesis:.....
.....
.....

Supervisor's name and title:
.....

- Practicum/ Placement: YES NO Number of ECTS/Duration:/.....
Place:

By signing this questionnaire, I confirm that:

a. this distance learning academic program was provided and implemented exclusively by the (add name of the institution), and

b. no part of the program (e.g. teaching, counseling, contact sessions, examinations, viva etc.), other than research for the final thesis, was conducted by/in any establishment in Greece.

c. in the case that the practicum/placement was carried out in a country other than that of the University's seat, it was covered by a bilateral agreement between the University and the authorized party where the placement/practicum was conducted,

d. the grading, assessment and graduation of the student were carried out through transparent, fair and impartial procedures,

so that the Hellenic NARIC can assess whether the Academic Title complies with the provisions of Greek Legislation on the Recognition of Foreign Academic Titles.

If otherwise, please, specify:
.....
.....
.....
.....

Signature:

Name:

Position:

Date:

APPENDIX

1. In the case of courses/modules with written exams not requiring the student's physical presence at the University seat, what was the procedure followed? Please provide specific information for all these courses/modules on the following:

i. Where did the student sit the exam?

.....

ii. Were there interactive evaluation sessions between student and instructor within the course?

.....

iii. Were there other students being examined at the same time?

iv. How and by whom was the student supervised during the exam session?.....

.....

Please, add any other information you believe to be relevant.....

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2. In the case of courses/modules with oral exams not requiring the student's physical presence at the University seat, which was the procedure followed? Please provide specific information for all these courses/modules on the following:

i. Where did the student sit the exam?
.....

ii. How many students and how many examiners participated in the exam session?.....

.....

Please, add any other information you believe to be relevant.....

.....

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3. When the student's physical presence at the University seat is not required for the exams of this program of studies, how do you make sure that the student who sits the exams is the same person as the one registered in it?

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4. Is there any procedure to verify that the student submitting the written assignments has prepared them himself/herself?.....

.....

5. What kind of distance learning educational material do you use? (eg: course books with specific learning aims, outcomes, exercises and self-evaluation for each chapter)
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6. Do you use any supplementary educational material for each course?
.....
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7. Please, refer to any other distance learning methodology that you use.
.....
.....
8. Do you appoint a tutor for each student and for each course?.....
.....
9. Does this study program require compulsory student attendance at (e-) meetings or web discussions with tutors?
If YES, how many of such (e-)meetings or discussions were there per module? What are the aims of these meetings?.....
.....
10. How many written assignments are required for each module of the study program? At your answer, please refer if the modules have semester or year duration.
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11. Do you provide any personal communication between each student and the tutor?.....
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