Distance Learning Questionnaire

(To be completed and signed by the Head of the Department or the Programme Director)

Please note that consideration of the recognition of the programme listed below cannot be finalized until this questionnaire is submitted fully completed

Institution(s)	

Home country(ies)	

Programme	Degree awarded	
	Level	

Accredited institution ☐ Yes ☐ No

If yes, by whom? _____

Accredited programme ☐ Yes ☐ No

If yes, by whom? _____

A. STRUCTURE OF THE PROGRAMME

1. The programme is also offered in the conventional (non-distance) mode ☐ Yes   No ☐

If Yes, please indicate ☐ Full-time

☐ Part-time

2 a). List of the academic personnel engaged in THIS distance learning programme (full time equivalent)

Name	Internal Personnel	Highest Degree earned (BSc/MSc/Phd)
	Yes/No	

(Add more lines or attach a list if necessary)

b). What percentage of Academic Personnel is involved in research activities? ☐ %

3. Number of students who entered on THIS Distance Learning programme during the current academic year and number of Cypriot students.

Total Number of Students	Number of Cypriot Students

4. What is the duration of the programme?

- Full-time academic years

- Number of ECTS or other credits, please specify

5. Describe the entry requirements for:

a) THIS distance learning programme

Details:

b) What are the differences between the entry requirements of this programme and the conventional (if any)

Details:

B.   DELIVERY OF THE PROGRAMME - INFRASTRUCTURE

1. Indicate the means for supporting and delivering THIS distance learning programme.

Electronic platform	
Helpline services	
Technical support	
Access to on line resources	
E - books	
E-learning tools	
Access to online libraries	
Access to research journals	
Feedback to students	

Details:

2. Is the student <u>required</u> by THIS programme to visit your institution? [   ] Yes   [   ] No

If yes, how frequently, for how long and for what reasons?

Details:

3. Is THIS programme offered collaboratively with an Educational Institution in Cyprus?

[   ] Yes   [   ] No

If Yes, give the name of the local Institution and explain the nature of the collaborative agreement
(A copy of the official agreement; financial information need not be disclosed)

Name and City:

Role of the Educational Institution in Cyprus (tick what is applicable)

a) Joint delivery of the programme   [   ]

b) Joint award of the degree   [   ]

c) Administrative support   [   ]

d) Infrastructure support   [   ]

e) Double Degree   [   ]

f) Academic support   [   ]

g) Exam preparation   [   ]

h) Invigilation   [   ]

i) Other information concerning collaboration of examinations you consider important

Details:

4. Are there any local agents involved in the promotion/delivery of the programme?   [   ] Yes   No [   ]

Name and City:

Nature of collaborative agreement with local agent in Cyprus (if any, tick what is applicable)
a) Administrative support   [   ]

b) Infrastructure support   [   ]

c) Examination or Exam preparation   [   ]

d) Invigilation [ ]

e) Other [ ]

Details:

C. STUDENT ASSESSMENT

1. Are written exams mandatory? [ ]

a) Is there a written unseen examination? [ ]

b) Take Home exams [ ]

c) Projects [ ]

d) Thesis or Dissertation [ ]

e) Other [ ]

f) What is the percentage of the program credits/ects which is based on written unseen exams? [ ]

g) What is the percentage of the program credits/ects which is based on projects? [ ]

2. The examinations take place:
a) In Cyprus [ ] Yes [ ] No

If Yes:
City: [ ]

Under the responsibility of which body: [ ]

b) At home Institutions: [ ] Yes [ ] No

3. In case of written examinations:

a) The examinations are "closed-book" examinations [ ] Yes [ ] No

b) The papers are graded/marked by the personnel of the home institution [ ] Yes [ ] No

c) The papers are graded/marked by your local personnel in Cyprus [ ] Yes [ ] No

d) The papers are graded/marked by personnel from a collaborating institution in Cyprus ☐ Yes ☐ No

e) The papers are graded/marked by others (please specify): ☐ Yes ☐ No

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Details:



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4. The written examinations are invigilated by

a) Personnel of the home institution ☐

b) Personnel indirectly related to the home institution ☐

c) Personnel provided by the collaborating institution in Cyprus ☐

5. What are the internal quality assurance procedures of the insitution and the programme?

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Details:



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6. Only for PhD programmes, please specify:

a) What are the requirements for the synthesis/composition of the PhD thesis examinations committee and how the viva and the final defense is conducted.

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Details:



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b) If the candidate's supervisor is a PhD Holder. ☐ Yes ☐ No

c) Is the physical presence of the candidate required for the final defense? ☐ Yes ☐ No

d) Is the physical presence of the commmittee members required for the final defense?
☐ Yes ☐ No

7. In the case of a completed PhD programme, please specify:

Student' s Name: ……….

Examination Committee		
Name	Supervisor/Advisor	Highest Degree earned (BSc/MSC/Phd)

In addition, the Council will appreciate the submission of any other material relevant to the programme offered.

Thank you for completing this questionnaire.

Name:

Position:

Date: Signature: