Template Qi1 for EIT Label – Compulsory requirements

This section outlines the compulsory Quality Indicators and requirements for the EIT-labelled the KIC quality systems for non-degree education and training, and competence assessment and certification. All applications for the EIT Label must demonstrate full compliance with these requirements.

Each compulsory requirement is supported by questions. All requirements apply to both quality system and competency certification model.

How to use this template

Please respond to all questions by providing a positive/affirmative narrative response ('Yes, the KIC's systems and mechanisms ...') as well as additional evidence that best supports your application as it relates to the disciplinary field.

Minor contextual deviation from the requirement will be accepted – in such cases please fully explain and justify the case. However, the notion of the requirement must be satisfied.

The supporting documents may vary according to the KICs and may consist of course or module descriptions, project descriptions, websites, partner agreements etc. The list of examples should not be considered exhaustive; other evidence can be included in the EIT Label applications. The supporting documents and evidence must be concise and limited – the idea is not to provide as much as possible but only to clearly and briefly document how the particular requirement is achieved.

Compulsory requirements

Qi1.1. A SYSTEM AND MECHANISMS TO DEVELOP, MAINTAIN AND IMPROVE THE NON-DEGREE EDUCATION AND TRAINING PORTFOLIO, IN LINE WITH THE EUROPEAN QUALITY STANDARDS AND RECOGNITION FRAMEWORKS: Non-degree education and training is developed following the established KIC-specific guidelines and, where applicable, the relevant European quality standards and recognition frameworks[1].

- *Q1.2.1   Does the KIC have a system and mechanisms in place to ensure that the non-degree courses, modules and programmes and, where applicable, the competency certification system, are developed in line with KIC-specific guidelines and, where relevant, the European quality guidelines and frameworks?*
- *Q1.2.2   Does the KIC have a system and mechanisms and in place to ensure that the education and training partners outside of KIC members are carefully selected and compliant with the European quality standards?*

Examples of supporting evidence:

— Quality manual
— Where relevant information on the competency certification system (e.g. alignment with ISO 17024 standard)

Qi1.2 SELECTION AND ADMISSION OF LEARNERS AND PARTICIPANTS: Selection processes of learners are jointly agreed between the relevant partners/third party actors.

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[1] The European Qualifications Framework (EQF) for Lifelong Learning (Annex IV) , Qualifications Frameworks in the European Higher Education Area (QF-EHEA), the Standards and Guidelines for Quality Assurance in the European Higher Education Area (ESG), the European quality assurance reference framework (EQAVET) in vocational education and training, and guidelines for validation of non-formal and informal learning

- *Q1.2.1 Does the KIC have procedures in place to ensure that the learner/participant selection and admission processes are transparent and fair?*

Example of supporting evidence:

— Information on selection and admission guidelines

Qi1.3 EIT COMMUNITY BRAND AND EIT LABEL PROMOTION AND RECOGNITION: The non-degree education and training promotes the EIT/KIC brand and the EIT Label.

- *Q1.3.1 Does the KIC have procedures in place to ensure that the EIT Community Brand Book used as the basis for the promotion of KIC's non-degree education and competency assessment/certification, with the EU and the EIT emblems prominently displayed along with the EIT KIC logo?*
- *Q1.3.2 Does the KIC have procedures in place to ensure that the EIT brand and the EIT Label consistently communicated through the non-degree programmes delivery?*
- *Q1.3.3   Does the KIC have procedures in place to ensure that all participants who pass the competency assessment/certification receive a certificate with the EIT logo?*

Examples of supporting evidence:

— Example of marketing or promotional materials or plans that promote the EIT/KIC brand and EIT Label
— Copy of, or design for the Certificate with the EIT logo and the EU emblem