



Canberra Accord Secretariat
www.canberraaccord.org

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Demonstration of Compliance Worksheet

This worksheet was developed by Canberra Accord signatories to provide any system seeking to be admitted to the Accord with a tool for preparing an application and demonstrating compliance with the *Canberra Accord Rules and Procedures*.

GENERAL INFORMATION:

Name of Agency:

Address:

Telephone:

URL: <http://www>.

Chief Staff Officer:

Email address:

Year agency was founded:

Year first program/me was accredited/validated/recognized:

Country or region in which the agency functions:

Academic Year (the beginning and ending dates for the academic year observed by the institutions offering professional degree program/mes in architecture accredited/validated/recognized by the agency or system, E.g. July 1-June 30):

Number of degree programs/mes accredited/validated/recognized by the agency or system as of the end of the most recently completed academic year	
Number of institutions with degree programs/mes accredited/validated/recognized by the agency or system at the end of the most recently completed academic year	

Student Characteristics	
Total number of students enrolled in accredited/validated/recognized programs/mes as of the last day of the most recently completed academic year	
Number of accredited/validated/recognized degrees awarded as of the last day of the most recently completed academic year	

Characteristics of the Profession & Licensure/Registration	
Total number of registered/licensed architects in the country or region in which the agency or system functions	
Total number of first-time licenses/registrations issued in the country or region in which the agency/system functions	

DEMONSTRATION OF COMPLIANCE

Canberra Accord Rules and Procedures Reference	Criteria/Condition	Description of Compliance	Reference/Citation to Agency or System Document	Notes
	Numbers refer to sections of the Periodic Review Report Template (Appendix B, <i>Canberra Accord Rules and Procedures</i>)	Provide a brief description of how the agency or system complies with the requirement(s)	Specific reference(s) to the agency or system's criteria and procedures for accreditation/validation/recognition that demonstrate compliance. include title, year published, page or section number	
B.3	Characteristics, Principles and Criteria for Assessing Substantial Equivalency			
B.3.I	General Characteristics			
B.3.I (a)	Named organization with statutory powers or authority			
B.3.I (b)	Independent of academic institutions, professional organizations and government agencies	Yes/No		
B.3.I (c)	Accreditation/validation/recognition system with established processes, procedures, and practices			
B.3.I (d)	Record of accomplishment (minimum five programs over seven years)			

B.3. II	Common Agreed Principles			
B.3.II (a)	The agency or system operates in accordance with a high standard of professionalism, ethics, and objectivity			
B.3.II (b)	The agency or system's process is transparent and consistent			
B.3.II (c)	The agency or system's activities are conducted according to established procedures and conditions for objective and consistent evaluation			
B.3.II (d)	Those involved in the accreditation/validation/recognition process are knowledgeable and competent in matters related to architectural accreditation/validation/recognition, education, and practice			
B.3.II (e)	The agency or system accredits/validates/recognizes individual program/mes/academic awards/qualifications and not institutions			
B.3.II (f)	Evaluations of specified academic program/mes are conducted by peer reviewers and include review of the program/me's self-evaluation documents, a site visit, and inspection of student			
B.3.II (g)	Standard of student work is the main criterion for accreditation/validation/ recognition			

B.3.II (h)	The physical, financial, human, and information resources are appropriate to the context of the institution.			
B.3.III	Criteria for Accreditation/Validation/Recognition			
	The criteria used by the agency or system for accreditation/validation/recognition should address the following:			
B.3.III (a)	The institutional environment in which the program/me is delivered;			
B.3.III (b)	Whether the program has adequate leadership			
B.3.III (c)	Whether those teaching in the program are suitably qualified			
B.3.III (d)	Whether the curriculum provides a broad preparation for architectural practice;			
B.3.III (e)	Whether the program has appropriate entry and exit standards			
B.3.III (f)	Whether the program/me has adequate human, physical, and financial resources			
B.3.iii(g)	Does the agency or system review program/mes periodically to maintain accreditation/validation/recognition			
B.3.III (h)	Period of academic study is not less than five years full-time			
B.3.IV	International Network of Quality Assurance Agencies in Higher Education <i>Guidelines of Good Practice</i>			
B.3.IV (a)	Agency or system has a mission statement or set of long-term objectives			
B.3.IV (b)	Agency or system has adequate human resources			

B.3.IV (b)	Agency or system has adequate financial resources			
B.3.IV (d)	Agency or system has continuous quality assurance			
B.3.IV (d)	Agency or system informs and responds to the public			
B.3.IV (e)	Agency or system recognizes or contributes to quality improvement and accountability in higher education (tertiary and above)			
B.3.IV (f)	Agency or system has documents related to expectations			
B.3.IV (g)	Agency or system has documents related to its own self-evaluation			
B.3.IV (h)	Agency of system has documents related to external evaluation of its operations			
B.3.IV (i)	Evaluations by the agency or system address self-assessment or external reference points			
B.3.IV (j)	Agency or system has policies and procedures for appealing a decision on accreditation/validation/recognition			
B.3.IV (k)	Agency or system collaborates with other education quality assurance agencies			
B.3.IV (l)	Agency or system has policies on imported and exported education (see special note on this section)			

B.3.V	<i>UNESCO-UIA Charter for Architectural Education</i>			
B.3.V(a-p)	Does the agency or system's conditions or criteria include a method for assessing student skills and knowledge in the sixteen areas identified in the <i>UNESCO-UIA Charter on Architectural Education</i>			



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ATTACHMENTS AND SUPPORTING DOCUMENTATION

(This should be a list of the titles of each document submitted in support. These documents should be listed in the order in which they are referred to in the matrix above)

OTHER INFORMATION

This section should include a brief summary of the following:

- Size and composition of the deliberative body that approves decisions on terms of accreditation/validation/recognition
- Other information that may be of interest or may provide additional insight into the methods and practices of the agency or system.