



Introduction

Any major decision of the Slovak Accreditation Agency for Higher Education concerning accreditation proceedings relies heavily on review panels' professional, objective, and thorough evaluation of higher education institutions. As a result, it is in the Agency's interest to have at its disposal panellists whose professional experience, understanding of the Slovak higher education system and its quality assurance will ensure such evaluation. Consequently, the Agency has designed this **Guidance Material**, which presents all the relevant information to help you perform your role in a professional and ethical manner.

Please note that the current internal regulations of the Agency require that a review panel candidate become acquainted with the Guidance material prior to their work on a review panel. Thus, we would very much appreciate your finding the time to go through it before your work as a panellist and give us brief feedback in the **Feedback and questions** section.

Abbreviations

(the) Agency – the Slovak Accreditation Agency for Higher Education

ESG 2015 – Standards and Guidelines for Quality Assurance in the European Higher Education Area

HEI – a higher education institution

IS – Internal System (of quality assurance of a HEI)

RP – review panel

SAAHE – the Slovak Accreditation Agency for Higher Education

SP – study programme

SR – the Slovak Republic

Aims and outcomes

The role of a review panellist requires at least one of the following: in-depth knowledge of a specific field of study, extensive work experience, experience with quality assurance systems or being a student. Another requirement is an adequate understanding of the Slovak higher education system and its quality assurance.

This material aims to acquaint you with the specificities of the Slovak higher education system and its quality assurance. It will cover mainly:

- the Slovak Accreditation Agency for Higher Education,
- the Slovak higher education system,
- the work of review panels,
- types of proceedings.

As a result, you will be familiar with and understand the following:

- the Agency's structure and its role in higher education quality assurance,
- the Slovak higher education system,
- the panellists' selection process,
- the composition of review panels and their role in accreditation proceedings,
- the Rules of Procedure for the Review Panel,
- the Conflict of Interest Regulation,
- the Code of Ethics and Professional Conduct,
- types of proceedings the SAAHE deals with,
- the legislative framework for proceedings,
- step by step procedure for proceedings.

We believe the above-mentioned learning outcomes will help you towards a professional, objective, and thorough evaluation of Slovak higher education institutions.

The preparation for the role of a panellist takes the form of self-study. Besides information in written form and infographics, the material also includes hypertextual links to important legally binding documents and internal regulations of the Agency.