**1. INTRODUCTION**

The mandatory information requested in this section establishes the key parameters for the accreditation process.

**Contact Details**

* Name of the educational institution seeking accreditation
* Name and title of the officer responsible for this submission, and contact details (mailing address, phone, fax, email)
* Names and contact details of others who may need to be contacted concerning this submission, and nature of their responsibility
* Website address of the educational institution and the engineering school

**Accreditation Request**

The table of programs listed in the formal request for accreditation should be reproduced here (Reference: AMS-TPL-300 Table of Programs Offered for Accreditation).

**Actions Resulting from Previous Accreditation Reviews**

Any significant actions taken in the preceding accreditation cycle from the last General Review (including those resulting from Special Reviews) should be identified and explained for the use of the visiting panel. In particular, specific measures taken to address concerns and recommendations raised in the previous accreditation visit report should be documented.

*For the following sections, when preparing statements addressing the accreditation criteria, the Accreditation Criteria User Guide – Higher Education (AMS-MAN-10) should be consulted for guidance.*

*The order in which the three criteria categories (OE, QS, AP) are addressed takes into account the likelihood that most requests for accreditation will involve multiple programs, and that the OE and QS criteria are likely to be substantially common for each program.*

**2. OPERATIONAL ENVIRONMENT (OE)**

OE1 Organisational structure and commitment to engineering education

OE2 Academic and support staff profile

OE3 Academic leadership and educational culture

OE4 Funding, facilities and physical resources

OE5 Management of the student profile

**3. QUALITY SYSTEMS (QS)**

QS1 Engagement with external stakeholders

QS2 Engagement with students

QS3 Continuous improvement of the education program

QS4 Dissemination to students of educational expectations

QS5 Benchmarking

**4. ACADEMIC PROGRAM (AP)**

AP1 Development of the education specification for the program

AP2 Approach to program and curriculum design

AP3 Program structure and implementation framework

AP4 Engagement with professional practice

AP5 Program curriculum (learning outcomes, content, pedagogy, assessment)

**5. APPENDICES**

*Accreditation is an evidence-based process, thus the Education Provider’s statement of claims (above) must therefore be supported by appropriate evidence. It will often be appropriate to provide this evidence in numbered appendices that can be readily cross-referenced.*