

**REGULATIONS**  
**on the development, approval, monitoring and revision of**  
**of educational programs at Hetman Petro Sahaidachnyi National**  
**Army Academy**

Lviv – 2024

## 1. General provisions

1.1. The regulations on development, approval, monitoring and review of educational programs (hereinafter referred to as the Regulations) defines the procedures for the development, approval, monitoring and reviewing of educational, professional and educational and scientific programs at Hetman Petro Sahaidachnyi National Army Academy (hereinafter referred to as the Academy).

For the Military College of Non-Commissioned Officers of Hetman Petro Sahaidachnyi National Army Academy, the procedure for development, approval, monitoring and reviewing educational programs is defined by a separate Regulations.

The Regulations are designed to organize, unify and make transparent the procedures for the Academy's educational programs.

1.2. The Regulations are developed in accordance with the Law of Ukraine "On Higher Education", orders of the Ministry of Education and Science of Ukraine and the Ministry of Defense of Ukraine, the Regulations on Accreditation of Educational Programs, the Licensing Conditions for Educational Activities, the Charter, the Academy's regulatory documents and the experience of leading higher education institutions.

1.3. In these Regulations, the terms are used in the following meanings:

**The structural unit responsible for the implementation of the educational program** is a department that ensures the implementation of the relevant educational program(s) of the first, second and third levels of higher education in one or more specialties (specializations), is responsible for the level of training of specialists, preparation and passing the accreditation procedure, for communication with graduates and stakeholders, organization of activities to improve the training of military specialists.

**Monitoring of the educational program** is a system of activities of participants in the educational process, stakeholders and graduates, which is carried out for the purpose of continuous analysis of the educational process, forecasting its development in accordance with the planned learning outcomes.

**Educational program (hereinafter - EP)** is a single set of educational components (academic disciplines, individual tasks, practices, control measures, etc.) aimed at achieving the learning outcomes provided by such a program, which gives the right to obtain a certain educational or educational and professional qualification(s).

**Review of the EP** is a procedure that, based on the results of EP monitoring, is carried out by the EP guarantor together with the working group to decide on its revision or closure.

**Program learning outcomes** - knowledge, skills, abilities, ways of thinking, attitudes, values, other personal qualities that can be identified, planned, evaluated and measured, and which a person is able to demonstrate after completing an educational, professional or educational and scientific program.

**Working group for the development (review) of the EP** - a group of scientific and pedagogical (scientific) staff, stakeholders and other participants in the educational process, determined by the order of the Commandant of the Academy, who develop (revise) the EP in the relevant specialty at a certain level of higher education.

**Stakeholders** are individuals or legal entities that have an interest in the implementation of a particular EP, i.e., depend on it to some extent and/or can influence its structure, content and quality. In relation to the EP, stakeholders are divided into external (employers, public organizations and associations, applicants and graduates of the Academy, etc.) and internal (applicants, academic staff, teaching and support staff, administrative and managerial staff of the Academy).

Other terms in these Regulations are used in the meaning given in the Law of Ukraine “On Higher Education” and in the License Terms for Conducting Educational Activities.

1.4. According to the Law of Ukraine “On Higher Education” The Academy independently develops and approves the EPs taking into account the requirements for the appropriate level of higher education established by law and higher education standards.

Educational programs that provide for the awarding of professional qualifications must ensure compliance with the requirements of the relevant professional standards, unless otherwise provided by law, and approvals determined by the Department of Military Education and Science of the Ministry of Defense of Ukraine.

## **2. Designing and implementing the EP**

2.1. Implementation of the EP at the Academy is carried out in order to meet the needs of the Armed Forces of Ukraine and other military formations in highly qualified specialists, to fulfill the order of military authorities, to ensure the professional success of graduates. The algorithm for the implementation of EP is given in Annex 1.

2.2. The process of designing a new EP includes:

- studying the needs;
- studying the requirements of the higher education standard in the specialty (if any) and the professional standard in the military accounting specialty;
- determining the state of resource (material, personnel, information) support of the department;
- determination of the working group and its head;
- formulation of the purpose of the EP;
- definition of competencies and program learning outcomes of the EP;
- determining the list of educational components;
- building a structural and logical scheme;
- establishing the compliance of educational components with the competencies and learning outcomes defined by the EP.

2.3 The initiators of the introduction of a new EP may be customers for the training of military specialists, educational and scientific structural units of the Academy. Proposals for the composition of the working group are considered and approved by the decision of the chiefs of the Academy's subdivisions (faculties, institutes, Research Center).

2.4. Based on the proposals, the academic (scientific and organizational) department forms a working group that prepares a justification for the introduction of

a new educational program. The working group submits the rationale for the introduction of a new educational program to the academic (scientific and organizational) department of the Academy for verification of compliance with the conditions for the introduction of a new EP.

The composition of the working group must meet the minimum requirements for staffing, which are determined by the Licensing conditions for the conduct of educational activities.

The working group should consist of academic or research staff who work in the educational institution at their main place of work and are qualified in accordance with the specialty within which the EP is being developed.

The head of the working group is one of its members who has a scientific degree and experience in scientific and pedagogical and/or scientific work for at least ten years for the educational and scientific degrees of Doctor of Philosophy and Master's degree and five years for the bachelor's degree. As a rule, the head of the working group on the development of the EP is subsequently appointed by order of the Commandant of the Academy as the EP guarantor, who is responsible for the quality of the EP.

Depending on the level of education, additional requirements are set for the composition of the working group of the specialty:

for a bachelor's degree, the group must include at least three persons who have a scientific degree and/or academic title;

for a master's degree, the group must include at least three persons with a scientific degree and academic title, including one doctor of science and/or professor;

for the educational and scientific degree of "Doctor of Philosophy", the group must include at least three persons who have a scientific degree and academic rank, including at least two doctors of sciences and/or professors.

2.5. The working group, taking into account the recommendation for the implementation of the EP, as well as the proposals of all EP stakeholders, develops a draft educational program. The draft EP is drawn up in accordance with the form established by the methodological recommendations of the state education authorities for its completion.

Upon completion of the draft EP, it is submitted to the Scientific and Methodological Department for Quality Assurance of Educational Activities and Higher Education of the Academy, where it is reviewed and published on the official website of the Academy for discussion (at least one month) in a manner that protects the disclosure of information constituting a state secret or containing classified information. During this time, the draft program is agreed upon by the working group with the structural units of the Academy, the academic (scientific and organizational) department, reviewed at a meeting of the structural unit responsible for the implementation of the educational program, and the academic council of the relevant academic structural unit.

2.6 After the discussion, the EP is agreed with the customer for the training of military specialists, the Director of the Directorate of Military Education and Science of the Ministry of Defense of Ukraine, the Chief of the Central Directorate of Military Education and Science of the General Staff of the Armed Forces of Ukraine, taking into account the comments and suggestions received.

2.7. After the approval of the EP, the head of the working group submits it to the educational (scientific and organizational) department of the Academy for submission to the Academic Council of the Academy for its approval.

2.8. The EP approved by the Academic Council of the Academy is put into effect by the order of the Commandant of the Academy.

### **3. Monitoring and review of educational programs**

3.1. Monitoring of the EP is carried out during the training of higher education students in this EP, and its review - at least once a year. To this aim, in the plan of main activities of faculties (institutes) for the academic year and work plans of departments for the academic year, individual work plans of teachers for the academic year (guarantors of educational programs and members of working groups), it is advisable to determine the measures for monitoring and revision of the EP annually.

It is advisable to complete the monitoring and review of the EP prior to planning the educational process in the new academic year (new cycle of study under the EP). Thus, structural units will be given time to take into account and amend the documents on the organization of the educational process before the start of the new academic year.

Monitoring and review of the EP does not imply mandatory changes to them.

3.2. Monitoring is carried out by:

the guarantor of the EP;

working group on development (review) of the EP;

structural unit responsible for the implementation of the EP;

Scientific and Methodological Department for Quality Assurance of Educational Activities and Higher Education of the Academy;

educational (scientific and organizational) department.

Employers, experts, practitioners, students and other stakeholders may also be involved in the monitoring.

3.3. The monitoring is carried out on the basis of an order of the Commandant of the Academy, which defines:

tasks, method and procedure for conducting relevant procedures related to the collection and analysis of information on the content and organization of the educational process;

structural subdivisions;

timing, etc.

The organization of monitoring of educational programs is the responsibility of the Scientific and Methodological Department for Quality Assurance of Educational Activities and Higher Education of the Academy, which must inform higher education students, academic (research) staff and other persons about the purpose of monitoring and the method of its implementation to ensure the accuracy and high percentage of responses provided.

3.4. Monitoring is carried out in order to:

analysis of the quality of its components;

improvement of the organization of the educational process and the level of training of research and teaching, scientific and pedagogical staff;

- assessing the relevance of the EP to the needs and requirements of higher education students and employers;

- determining the completeness of the competencies of program graduates;

- determination of the level of customer satisfaction with graduates of the program;

- assessment of the EP for compliance with the criteria for ensuring the quality of educational programs;

- establishing the compliance of the volume of the educational program and individual educational components with the actual workload of applicants, achievement of goals and program learning outcomes to ensure the competitive leadership of applicants for a particular program in modern conditions.

3.5. Monitoring of the EP involves:

- periodic (at the end of the academic year, semester and/or educational component, training cycle, after certification) survey of participants in the educational process involved in the implementation of the EP (students, research and teaching (scientific) staff, support and administrative staff)

- surveys of graduates, customers and other external stakeholders;

- checking the residual knowledge of applicants, etc.

3.6. The main areas of monitoring must comply with the criteria for assessing the quality of the EP contained in the Regulations on Accreditation of Educational Programs.

Monitoring is carried out in the following ways:

- in the form of questionnaires, surveys, interviews, focus groups, joint meetings of the working group on the development (review) of the EP, with the involvement of senior students;

- seminars, round tables, joint meetings, correspondence with employers;

- analysis of feedback from graduates, surveys of military unit commanders to improve the training of specialists in the EP;

- taking into account the experience of graduates of the program, in particular, surveys of graduates, collection, analysis and consideration of information on the career path of graduates of the program, etc.

3.7. The results of the EP monitoring, obtained from the persons involved in the monitoring, are summarized by the Scientific and Methodological Department for Quality Assurance of Educational Activities and Higher Education of the Academy in the form of an analytical report and provided to the EP guarantor.

The algorithm for monitoring the EP is graphically presented in Annex 2.

3.8. The guarantor of the EP together with the members of the working group review the EP on the basis of the analytical report, analysis of the experience of training and joint employment of forces and means of the components of the defense forces, standards and procedures adopted in NATO member states, the results of external quality assurance of higher education, in particular, comments and suggestions made during previous accreditations (including accreditations of other educational programs, if the identified shortcomings are institutional in nature), the results of studying similar EPs, including foreign ones.

The algorithm for reviewing the EP is graphically presented in Annex 3.

The results of the review of the EP are documented by the guarantor together with the working group responsible for the formation of the EP in the form of Information on the review of the EP (Annex 4) and submitted to the Scientific and Methodological Department for Quality Assurance of Educational Activities and Higher Education of the Academy. A copy of the information on the revision of the EP is stored at the department where the guarantor works until the next revision of the EP and is used in preparation for the accreditation of the EP and post-accreditation monitoring.

3.9. In the process of reviewing the EP, data are collected according to the established EP evaluation criteria with grades and comments. Based on the results of the review of the EP and the Information on the review of the EP, the Scientific and Methodological Department for Quality Assurance of Educational Activities and Higher Education of the Academy prepares a Report. The report should contain conclusions about the quality of the EP and proposals (if necessary) for adjusting, updating the EP, improving it or making other management decisions, making changes to the curriculum for training specialists in the relevant EP.

3.10. Review of the EP involves making changes to the content of the EP, the conditions of its implementation, the objectives of the EP and/or program learning outcomes.

Amendments to educational programs can be initiated by:

- applicants for higher education;
- customers for the training of military specialists and other stakeholders;
- guarantors of educational programs;
- structural units responsible for the implementation of the EP;
- chiefs of structural units;
- scientific and methodological department of quality assurance of educational activities and higher education of the Academy;
- educational (scientific and organizational) department;
- Academic Council of the Academy;
- Academy management.

3.10.1. The grounds for reviewing the EP are:

changes in the regulatory documents governing the content of education at the appropriate level and/or specialty, including the adoption of new educational and professional standards; changes in the scientific or professional component of the specialty; proposals of participants in the educational process involved in the implementation of the EP; proposals of graduates, customers and other external stakeholders; objective changes in infrastructure, personnel and/or other resource conditions for the implementation of the EP, etc;

monitoring results, if they establish: inconsistency of the calculated workload with the actual workload of the student for mastering the program as a whole and/or studying academic disciplines; insufficient level of mastery of program learning outcomes by the majority of students; insufficient validity of assessment results; other facts indicating failure to achieve the goals set by the educational program and/or non-compliance with the requirements of quality assurance standards; other circumstances determined by the legislation of Ukraine.

3.10.2. Proposals to change the expected program learning outcomes (competencies), the name of the program, educational qualification, type of program cannot be considered as changes to the approved program. If such changes are necessary, a new educational program must be developed.

This rule does not apply in the case of bringing program learning outcomes (competencies) in line with the higher education standard, or expanding the expected program learning outcomes (competencies), or replacing program learning outcomes (competencies), except as provided by higher education standards, in the amount of up to 50 percent.

3.10.3. The development of changes to the EP is carried out by a working group under the guidance of the EP guarantor.

The draft amendments to the EP are developed by the EP guarantor together with the working group and approved by the chief of the structural unit responsible for the implementation of the EP. The draft amendments shall be prepared in the form of a comparative table (Annex 5) containing the old and new versions of each item to be changed, as well as the basis for making changes (feedback, letters, minutes of joint meetings, references, analysis of open sources, questionnaires, questionnaires, etc.), which justifies the need for such changes to the EP.

Amendments to the EP are developed on the basis of the approved Draft Amendments.

Documents confirming the existence of grounds for making changes shall be kept together with the Draft Amendments and the OP in the structural unit responsible for the implementation of the EP.

3.10.4. The draft of the updated EP is agreed with the scientific and methodological department of quality assurance of educational activities and higher education of the Academy. After that, the draft is published on the official website of the Academy for public discussion no later than 1 month before its consideration in order to receive comments and suggestions from stakeholders and other interested parties, which are accepted by e-mail or in writing.

The EP Guarantor, together with the working group, considers comments and suggestions, makes adjustments to the draft amendments and the draft EP, if necessary.

The draft of the reviewed EP is considered at a meeting of the structural unit responsible for the implementation of the EP. The decision is drawn up in the form of an extract from the minutes of the meeting of the unit, which, in addition to the head of the unit, is signed by the guarantor of the EP.

At the request of the guarantor of the EP, the draft reviewed EP is considered at a meeting of the Academic Council of the Academy's structural unit (faculty, institute).

The chief of the structural subdivision (faculty, institute), on the basis of the minutes of the meeting of the academic council of the structural subdivision, prepares a submission to the Commandant of the Academy with a proposal to update the EP and submits it no later than May 1.

On the basis of the decision of the Academic Council of the Academy to approve the updated EP, an order of the Commandant of the Academy is issued.



3.10.5. After updating the educational programs, it is advisable to monitor the compliance of staffing and, if necessary, adjust it.

3.11. In case of minor changes in educational components, their scope, logical sequence, it is recommended to make adjustments by: amending the titles of sections, topics and classes, educational issues of the curricula of academic disciplines; updating teaching and learning materials; content of topics of course projects (works), qualification papers, internships, exams, etc. without amending the editions of the EP and curricula based on them. At the same time, stakeholders should be informed of these changes.

3.12. The decision to close an EP is made by the Academic Council of the Academy on the basis of a proposal from the Academic Council of the relevant structural unit.

#### 4. Final provisions

4.1 The Regulations shall be put into effect from the moment of approval by the Academic Council of the Academy and issuance of the order of the Commandant of the Academy.

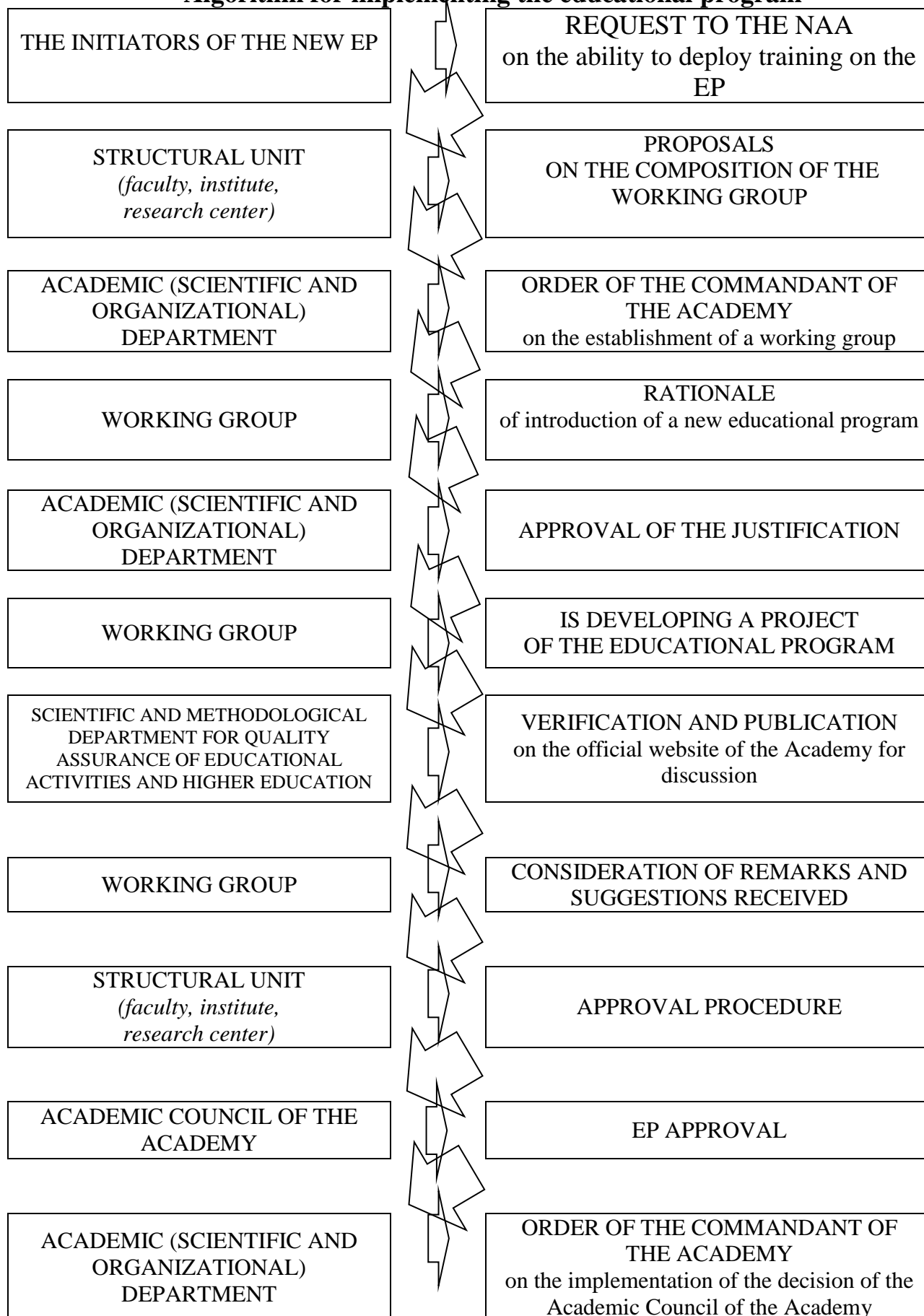
4.2. Amendments and additions to the Regulations shall be made and approved by the Academic Council of the Academy in the same manner as the Regulations themselves.

4.3. If you have any questions or need to consult, you should contact the academic (scientific and organizational) department of the Academy or the scientific and methodological department for quality assurance of educational activities and higher education of the Academy.

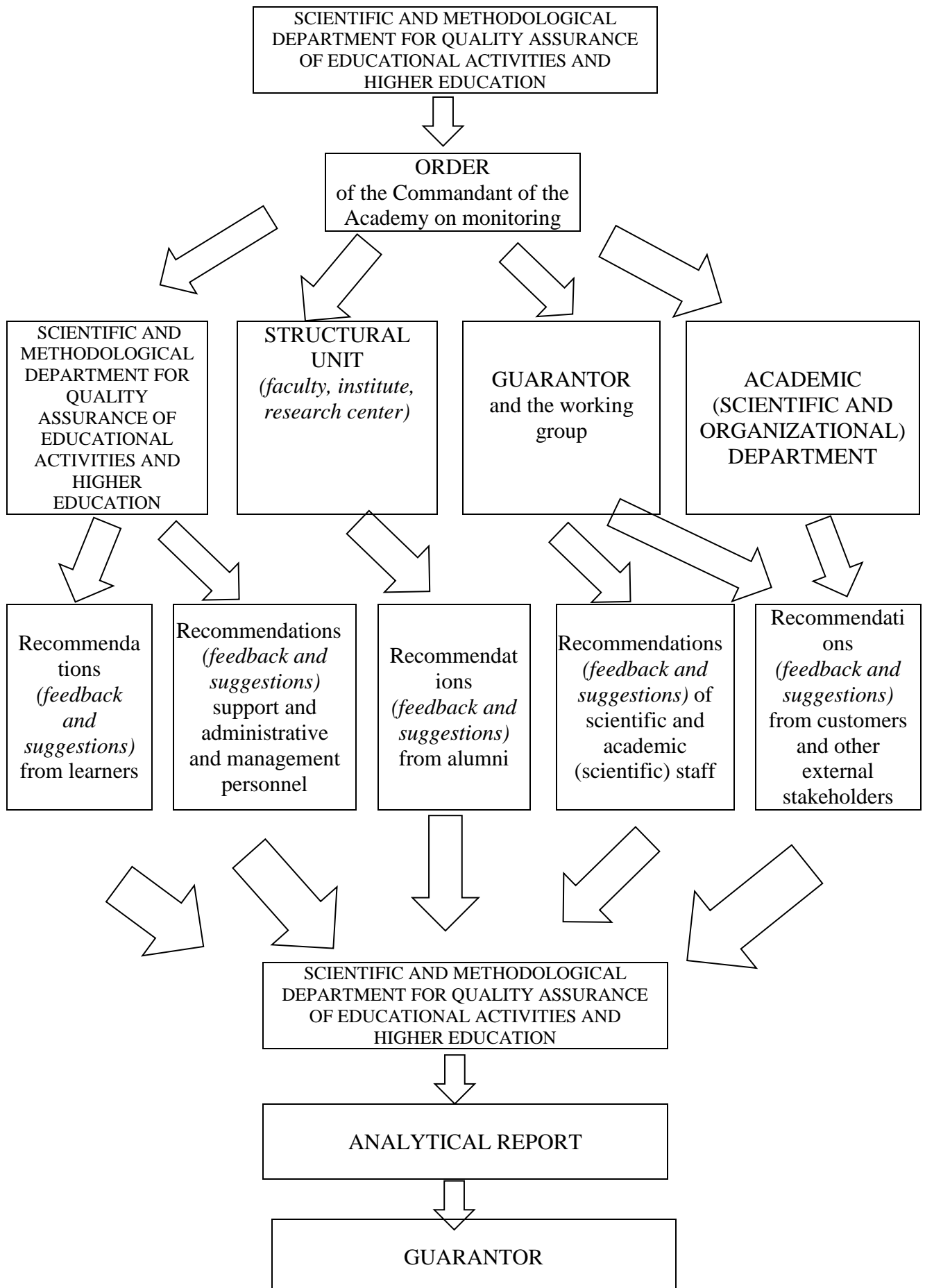
4.4. In the event of discrepancies between the Regulations, regulations of state bodies on education management and documents approved by the Academic Council, the version of the document with the later date of entry into force is considered valid.

4.5. Control over compliance with the requirements of the Regulations is assigned to the Deputy Commandant of the Academy for Education.

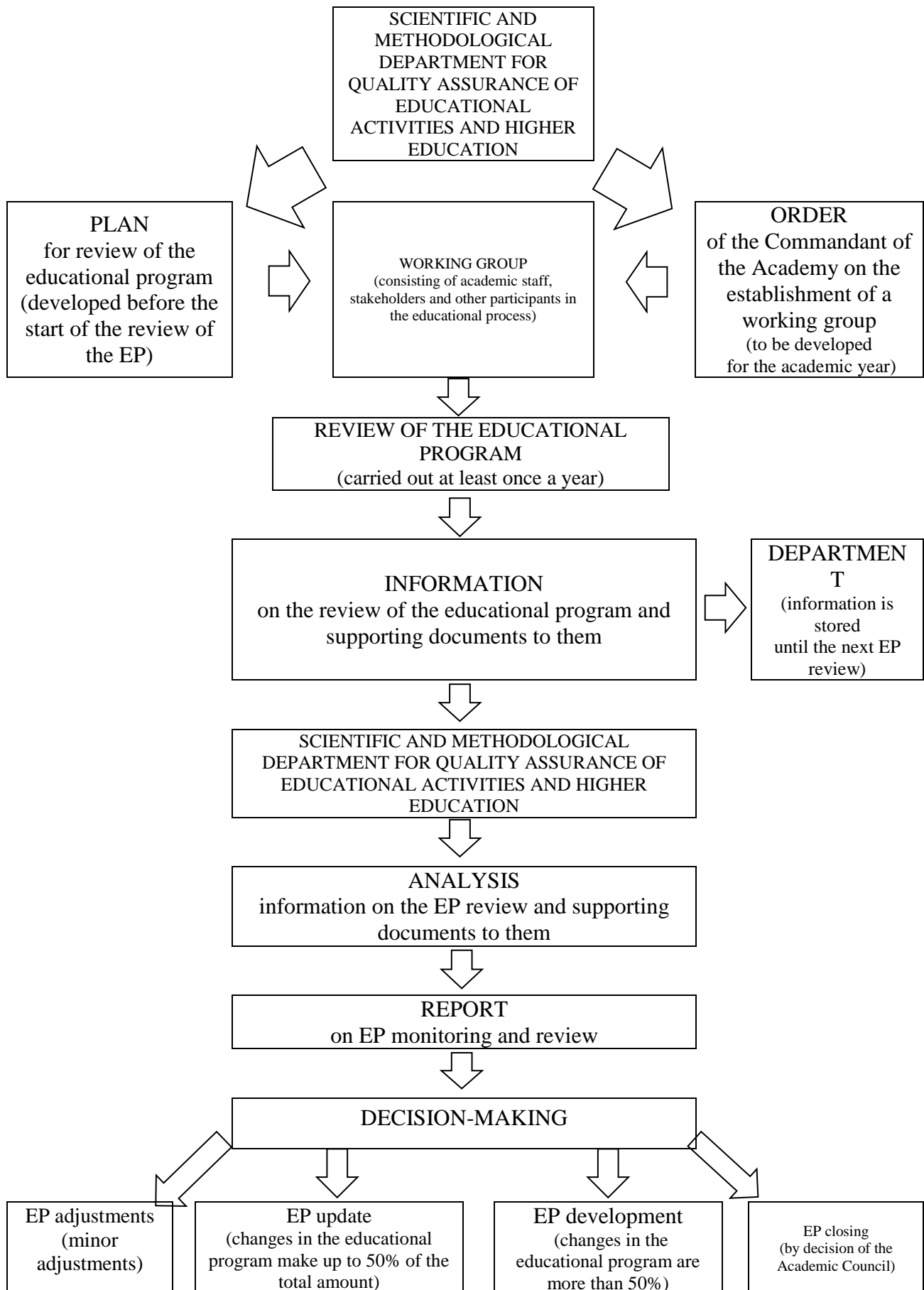
### Algorithm for implementing the educational program



### Algorithm for monitoring the educational program



### Algorithm for reviewing the educational program



### Information about the revision of the educational program

The information contains fields for answering open-ended questions of two types: "short field" (no more than 1500 characters with spaces) and 'long field' (no more than 3000 characters with spaces).

#### 1. General information.

##### 1.1. General information about EP to be reviewed.

EP full name	
Details of the decision to license a specialty at the appropriate level of higher education	
Level of higher education	
Field of knowledge	
Specialty	
Specialization (if any)	
Type of educational program	
Admission to the educational program is based on degree (level)	
Duration of study	
Forms of obtaining education in the EP	
Structural unit (department or other unit) responsible for the implementation of the EP	
Other academic structural units (department or other units) involved in the implementation of the EP	
Place (address) of educational activities under the program	
The educational program provides professional qualification (yes/no)	
Professional qualification given under the program (if any)	
Language(s) of instruction	
Full name of the EP guarantor	
Position of the guarantor of the educational institution	
Corporate e-mail address of the EP guarantor	
Contact phone number of the guarantor	

##### 1.2. General information about the EP, history of its development and implementation (*long field*).

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## 2. Assessment criteria:

Assessment criteria list	Answer	Who fills in	Who provides information	Who controls
<b>Criterion 1.Designing an educational program</b>				
1. Does the educational program enable the achievement of learning outcomes specified by the higher education standard for the relevant specialty and level of higher education? If there is no higher education standard for the relevant specialty and level of higher education, explain how the program learning outcomes specified in the OP meet the requirements of the National Qualifications Framework for the relevant qualification level?	<i>short field</i>	Guarantor		CHIEF OF SCIENTIFIC AND METHODOLOGICAL DEPARTMENT FOR QUALITY ASSURANCE OF EDUCATIONAL ACTIVITIES AND HIGHER EDUCATION
2. Does the content of the educational program take into account the requirements of relevant professional standards (if any)?	<i>short field</i>	Guarantor		CHIEF OF SCIENTIFIC AND METHODOLOGICAL DEPARTMENT FOR QUALITY ASSURANCE OF EDUCATIONAL ACTIVITIES AND HIGHER EDUCATION
3. Are the objectives of the educational program and program learning outcomes determined taking into account the needs of stakeholders?	<i>short field</i>	Guarantor		CHIEF OF SCIENTIFIC AND METHODOLOGICAL DEPARTMENT FOR QUALITY ASSURANCE OF EDUCATIONAL ACTIVITIES AND HIGHER EDUCATION
- Higher education students and program graduates	<i>short field</i>	Guarantor		CHIEF OF SCIENTIFIC AND METHODOLOGICAL DEPARTMENT FOR QUALITY ASSURANCE OF EDUCATIONAL ACTIVITIES AND HIGHER EDUCATION
- Employers	<i>short field</i>	Guarantor		CHIEF OF SCIENTIFIC AND METHODOLOGICAL DEPARTMENT FOR QUALITY ASSURANCE OF EDUCATIONAL ACTIVITIES AND HIGHER EDUCATION
- Academic community	<i>short field</i>	Guarantor		CHIEF OF SCIENTIFIC AND METHODOLOGICAL DEPARTMENT FOR QUALITY ASSURANCE OF EDUCATIONAL ACTIVITIES AND HIGHER EDUCATION
- Other stakeholders	<i>short field</i>	Guarantor		CHIEF OF SCIENTIFIC AND METHODOLOGICAL DEPARTMENT FOR QUALITY ASSURANCE OF EDUCATIONAL ACTIVITIES AND HIGHER EDUCATION
4. Does the educational program's goal match the mission and strategy of the higher education institution?	<i>short field</i>	Guarantor	SCIENTIFIC AND METHODOLOGICAL DEPARTMENT FOR QUALITY ASSURANCE OF EDUCATIONAL ACTIVITIES AND HIGHER EDUCATION	FIRST DEPUTY COMMANDANT

Assessment criteria list	Answer	Who fills in	Who provides information	Who controls
5. Are the objectives of the educational program and program outcomes determined taking into account trends in the development of science and the specialty?	<i>short field</i>	Guarantor		CHIEF OF SCIENTIFIC AND METHODOLOGICAL DEPARTMENT FOR QUALITY ASSURANCE OF EDUCATIONAL ACTIVITIES AND HIGHER EDUCATION
6. Are the objectives of the educational program and program outcomes determined taking into account trends in the labor market, industry, and regional context?	<i>short field</i>	Guarantor		CHIEF OF SCIENTIFIC AND METHODOLOGICAL DEPARTMENT FOR QUALITY ASSURANCE OF EDUCATIONAL ACTIVITIES AND HIGHER EDUCATION
7. Are the objectives of the educational program and program outcomes determined taking into account the experience of similar domestic educational programs?	<i>long field</i>	Guarantor		CHIEF OF SCIENTIFIC AND METHODOLOGICAL DEPARTMENT FOR QUALITY ASSURANCE OF EDUCATIONAL ACTIVITIES AND HIGHER EDUCATION
8. Are the objectives of the educational program and program outcomes determined taking into account the experience of similar foreign educational programs?	<i>long field</i>	Guarantor		CHIEF OF SCIENTIFIC AND METHODOLOGICAL DEPARTMENT FOR QUALITY ASSURANCE OF EDUCATIONAL ACTIVITIES AND HIGHER EDUCATION
<b><i>Criterion 2. Structure and content of the educational program</i></b>				
1. What is the volume of the EP (in ECTS credits)?		Guarantor		CHIEF OF SCIENTIFIC AND METHODOLOGICAL DEPARTMENT FOR QUALITY ASSURANCE OF EDUCATIONAL ACTIVITIES AND HIGHER EDUCATION
2. What is the volume of educational components (in ECTS credits) aimed at developing the competencies defined by the higher education standard for the relevant specialty and level of higher education (if available)?		Guarantor		CHIEF OF SCIENTIFIC AND METHODOLOGICAL DEPARTMENT FOR QUALITY ASSURANCE OF EDUCATIONAL ACTIVITIES AND HIGHER EDUCATION
3. What is the volume (in ECTS credits) allocated to disciplines chosen by higher education applicants?		Guarantor		CHIEF OF SCIENTIFIC AND METHODOLOGICAL DEPARTMENT FOR QUALITY ASSURANCE OF EDUCATIONAL ACTIVITIES AND HIGHER EDUCATION
4. Demonstrate that the content of the EP corresponds to the subject area of the declared specialty (specialties, if the educational program is interdisciplinary).	<i>long field</i>	Guarantor		CHIEF OF SCIENTIFIC AND METHODOLOGICAL DEPARTMENT FOR QUALITY ASSURANCE OF EDUCATIONAL ACTIVITIES AND HIGHER EDUCATION
5. How are higher education applicants provided with the opportunity to form an individual educational trajectory?	<i>short field</i>	Guarantor		CHIEF OF SCIENTIFIC AND METHODOLOGICAL DEPARTMENT FOR QUALITY ASSURANCE OF

Assessment criteria list	Answer	Who fills in	Who provides information	Who controls
				EDUCATIONAL ACTIVITIES AND HIGHER EDUCATION
6. How can higher education students exercise their right to choose their courses?	<i>long field</i>	Guarantor		CHIEF OF SCIENTIFIC AND METHODOLOGICAL DEPARTMENT FOR QUALITY ASSURANCE OF EDUCATIONAL ACTIVITIES AND HIGHER EDUCATION
7. Describe how the EP and the curriculum provide for practical training for higher education students, enabling them to acquire the competences necessary for their future professional activities.	<i>short field</i>	Guarantor		CHIEF OF SCIENTIFIC AND METHODOLOGICAL DEPARTMENT FOR QUALITY ASSURANCE OF EDUCATIONAL ACTIVITIES AND HIGHER EDUCATION
8. Demonstrate that the EP enables higher education students to acquire soft skills during their studies.	<i>short field</i>	Guarantor		CHIEF OF SCIENTIFIC AND METHODOLOGICAL DEPARTMENT FOR QUALITY ASSURANCE OF EDUCATIONAL ACTIVITIES AND HIGHER EDUCATION
9. Demonstrate that the content of the educational program has a clear structure; the educational components included in the educational program form a logical, interrelated system and, taken together, enable the achievement of the stated objectives and program learning outcomes.	<i>short field</i>	Guarantor		CHIEF OF SCIENTIFIC AND METHODOLOGICAL DEPARTMENT FOR QUALITY ASSURANCE OF EDUCATIONAL ACTIVITIES AND HIGHER EDUCATION
10. What approach does the HEI use to correlate the volume of individual educational components of the EP (in ECTS credits) with the actual workload of higher education students (including independent work)?	<i>short field</i>	Guarantor	CHIEF OF ACADEMIC DEPARTMENT	DEPUTY COMMANDANT FOR EDUCATION
11. How does the structure of the educational program and its components ensure the practical orientation of the educational program? If the educational program provides dual education for higher education students, describe the model and forms of its implementation	<i>short field</i>	Guarantor		CHIEF OF SCIENTIFIC AND METHODOLOGICAL DEPARTMENT FOR QUALITY ASSURANCE OF EDUCATIONAL ACTIVITIES AND HIGHER EDUCATION
12. How does EP ensure that applicants acquire the skills and competencies aimed at achieving the global sustainable development goals for 2030, proclaimed by the United Nations General Assembly Resolution No. 70/1 of September 25, 2015, and defined by the Decree of the President of Ukraine No. 722 of September 30, 2019?	<i>short field</i>	Guarantor		CHIEF OF SCIENTIFIC AND METHODOLOGICAL DEPARTMENT FOR QUALITY ASSURANCE OF EDUCATIONAL ACTIVITIES AND HIGHER EDUCATION
<b>Criterion 3. Access to educational programs and recognition of learning outcomes</b>				



Assessment criteria list	Answer	Who fills in	Who provides information	Who controls
1. Provide a link to the web page containing information about the admission rules and requirements for applicants to the EP.		Guarantor		CHIEF OF SCIENTIFIC AND METHODOLOGICAL DEPARTMENT FOR QUALITY ASSURANCE OF EDUCATIONAL ACTIVITIES AND HIGHER EDUCATION
2. Explain how the admission rules and requirements for applicants take into account the specific features of the EP.	<i>short field</i>	Guarantor		CHIEF OF SCIENTIFIC AND METHODOLOGICAL DEPARTMENT FOR QUALITY ASSURANCE OF EDUCATIONAL ACTIVITIES AND HIGHER EDUCATION
3. What document of the HEI regulates the recognition of learning outcomes and qualifications obtained in other educational programs? How is the accessibility of this procedure ensured for participants in the educational process?	<i>short field</i>	Guarantor	CHIEF OF ACADEMIC DEPARTMENT	DEPUTY COMMANDANT FOR EDUCATION
4. Provide specific examples and decisions taken regarding the recognition of learning outcomes and qualifications obtained in other educational programs (in particular during academic mobility).	<i>short field</i>	Guarantor	CHIEF OF ACADEMIC DEPARTMENT	DEPUTY COMMANDANT FOR EDUCATION
5. What document does the HEI use to regulate the recognition of learning outcomes obtained in non-formal and/or informal education? How is the accessibility of this procedure ensured for participants in the educational process?	<i>short field</i>	Guarantor	CHIEF OF ACADEMIC DEPARTMENT	DEPUTY COMMANDANT FOR EDUCATION
6. Provide specific examples and decisions taken regarding the recognition of learning outcomes obtained in non-formal and/or informal education.	<i>short field</i>	Guarantor	CHIEF OF ACADEMIC DEPARTMENT	DEPUTY COMMANDANT FOR EDUCATION
<b>Criterion 4. Learning and teaching in accordance with the educational program</b>				
1. Demonstrate that the educational process in the educational program complies with the requirements of the legislation (provide links to relevant documents). How do the methods, means, and technologies of teaching and learning in the educational program contribute to the achievement of the goals and program outcomes?	<i>short field</i>	Guarantor	CHIEF OF ACADEMIC DEPARTMENT	DEPUTY COMMANDANT FOR EDUCATION
2. Demonstrate how the methods, means, and technologies of teaching and learning meet the requirements of a student-centered approach. What is the level of satisfaction of higher education students with teaching and learning methods according to survey results?	<i>short field</i>	Guarantor	CHIEF OF SCIENTIFIC AND METHODOLOGICAL DEPARTMENT FOR QUALITY ASSURANCE OF EDUCATIONAL ACTIVITIES AND HIGHER EDUCATION	FIRST DEPUTY COMMANDANT

Assessment criteria list	Answer	Who fills in	Who provides information	Who controls
3. Demonstrate how the methods, means, and technologies of learning and teaching at the educational institution comply with the principles of academic freedom	<i>short field</i>	Guarantor		CHIEF OF SCIENTIFIC AND METHODOLOGICAL DEPARTMENT FOR QUALITY ASSURANCE OF EDUCATIONAL ACTIVITIES AND HIGHER EDUCATION
4. Describe how and when participants in the educational process are provided with information on the objectives, content, and expected learning outcomes, as well as the assessment procedures and criteria for individual educational components	<i>short field</i>	Guarantor		FIRST DEPUTY COMMANDANT
5. Describe how learning and research are combined during the implementation of the educational program	<i>long field</i>	Guarantor	CHIEF OF SCIENTIFIC AND ORGANIZATIONAL DEPARTMENT	DEPUTY COMMANDANT FOR SCIENCE
6. Demonstrate, with reference to specific examples, how teachers update the content of educational components based on scientific achievements and modern practices in the relevant field	<i>long field</i>	Guarantor	CHIEF OF SCIENTIFIC AND ORGANIZATIONAL DEPARTMENT	DEPUTY COMMANDANT FOR SCIENCE
7. Describe how learning, teaching, and scientific research within the EP are related to the internationalization of HEI activities	<i>short field</i>	Guarantor	CHIEF OF INTERNATIONAL MILITARY COOPERATION DEPARTMENT	DEPUTY COMMANDANT FOR EDUCATION
<b>Criterion 5. Control activities, assessment of higher education applicants, and academic integrity</b>				
1. How do the forms of control activities within the educational disciplines of the EP allow for the verification of the achievement of program learning outcomes?	<i>long field</i>	Guarantor		CHIEF OF SCIENTIFIC AND METHODOLOGICAL DEPARTMENT FOR QUALITY ASSURANCE OF EDUCATIONAL ACTIVITIES AND HIGHER EDUCATION
2. How are the clarity and comprehensibility of the forms of control activities and criteria for assessing the educational achievements of applicants for higher education ensured?	<i>short field</i>	Guarantor	CHIEF OF SCIENTIFIC AND METHODOLOGICAL DEPARTMENT FOR QUALITY ASSURANCE OF EDUCATIONAL ACTIVITIES AND HIGHER EDUCATION	FIRST DEPUTY COMMANDANT
3. How and when is information about the forms of control activities and assessment criteria communicated to higher education applicants?	<i>short field</i>	Guarantor		CHIEF OF SCIENTIFIC AND METHODOLOGICAL DEPARTMENT FOR QUALITY ASSURANCE OF EDUCATIONAL ACTIVITIES AND HIGHER EDUCATION
4. How do the forms of assessment of higher education students meet the requirements of the higher education standard (if available)? Demonstrate that the learning outcomes are confirmed by the results of the unified state qualification examination in the specialties for which it has been introduced.	<i>short field</i>	Guarantor		CHIEF OF SCIENTIFIC AND METHODOLOGICAL DEPARTMENT FOR QUALITY ASSURANCE OF EDUCATIONAL ACTIVITIES AND HIGHER EDUCATION

Assessment criteria list	Answer	Who fills in	Who provides information	Who controls
5. What HEI document regulates the procedure for conducting control activities? How is its availability to participants in the educational process ensured?	<i>short field</i>	Guarantor	CHIEF OF ACADEMIC DEPARTMENT	DEPUTY COMMANDANT FOR EDUCATION
6. How do the procedures for conducting control measures ensure the objectivity of examiners? What are the procedures for preventing and resolving conflicts of interest? Give examples of the application of relevant procedures at the EP.	<i>short field</i>	Guarantor	CHIEF OF ACADEMIC DEPARTMENT	DEPUTY COMMANDANT FOR EDUCATION
7. How do the procedures of higher education institutions regulate the procedure for retaking control activities? Give examples of the application of relevant rules at the EP.	<i>short field</i>	Guarantor	CHIEF OF ACADEMIC DEPARTMENT	DEPUTY COMMANDANT FOR EDUCATION
8. How do HEI procedures regulate the procedure for appealing against the procedure and results of control activities? Provide examples of the application of relevant rules at the HEI	<i>short field</i>	Guarantor	CHIEF OF ACADEMIC DEPARTMENT	DEPUTY COMMANDANT FOR EDUCATION
9. Which HEI documents contain policies, standards, and procedures for maintaining academic integrity?	<i>short field</i>	Guarantor	CHIEF OF SCIENTIFIC AND METHODOLOGICAL DEPARTMENT FOR QUALITY ASSURANCE OF EDUCATIONAL ACTIVITIES AND HIGHER EDUCATION	FIRST DEPUTY COMMANDANT
10. What technological solutions are used at the HEI as tools to counter academic integrity violations? Provide a link to the HEI repository containing the qualification works of higher education applicants at the HEI.	<i>short field</i>	Guarantor	CHIEF OF SCIENTIFIC AND METHODOLOGICAL DEPARTMENT FOR QUALITY ASSURANCE OF EDUCATIONAL ACTIVITIES AND HIGHER EDUCATION	FIRST DEPUTY COMMANDANT
11. How does the HEI promote academic integrity among higher education applicants?	<i>short field</i>	Guarantor	CHIEF OF SCIENTIFIC AND METHODOLOGICAL DEPARTMENT FOR QUALITY ASSURANCE OF EDUCATIONAL ACTIVITIES AND HIGHER EDUCATION	FIRST DEPUTY COMMANDANT
12. How does the HEI respond to violations of academic integrity? Provide examples of relevant situations involving higher education applicants of the relevant EP.	<i>short field</i>	Guarantor	CHIEF OF SCIENTIFIC AND METHODOLOGICAL DEPARTMENT FOR QUALITY ASSURANCE OF EDUCATIONAL ACTIVITIES AND HIGHER EDUCATION	FIRST DEPUTY COMMANDANT
<b>Criterion 6. Human resources</b>				
1. Demonstrate that the teachers involved in the implementation of the educational program, given their qualifications and/or professional experience, are capable of delivering the educational components they implement within the educational program, taking into account the requirements for teachers specified by law.	<i>long field</i>	Guarantor	CHIEF OF ACADEMIC DEPARTMENT	DEPUTY COMMANDANT FOR EDUCATION
2. Demonstrate that the procedures for	<i>short field</i>	Guarantor	CHIEF OF HR AND PERSONNEL DEPARTMENT	FIRST DEPUTY COMMANDANT

Assessment criteria list	Answer	Who fills in	Who provides information	Who controls
the competitive selection of teachers are transparent, non-discriminatory, enable the required level of professionalism to be ensured for the successful implementation of the educational program, and are consistently applied.				
3. Describe, with specific examples, how the higher education institution involves employers, their organizations, professional practitioners, and subject matter experts in the educational process.	<i>short field</i>	Guarantor		CHIEF OF SCIENTIFIC AND METHODOLOGICAL DEPARTMENT FOR QUALITY ASSURANCE OF EDUCATIONAL ACTIVITIES AND HIGHER EDUCATION
4. How does the higher education institution promote the professional development of EP teachers? Give specific examples of such promotion.	<i>short field</i>	Guarantor	CHIEF OF ACADEMIC DEPARTMENT	DEPUTY COMMANDANT FOR EDUCATION
5. Give specific examples of encouraging the development of teaching skills.	<i>short field</i>	Guarantor	DEPUTY COMMANDANT FOR PSYCHOLOGICAL SUPPORT	FIRST DEPUTY COMMANDANT
<b>Criterion 7. Educational environment and material resources</b>				
1. Demonstrate how the educational and methodological support, financial and material and technical resources (software, equipment, library, other infrastructure, etc.) of the EP ensure the achievement of the EP's defined goals and program outcomes.	<i>short field</i>	Guarantor	CHIEF OF ACADEMIC DEPARTMENT	DEPUTY COMMANDANT FOR EDUCATION
2. Demonstrate how the higher education institution ensures that teachers and students have access to the appropriate infrastructure and information resources necessary for learning, teaching, and/or research activities within the educational program, in accordance with the law	<i>short field</i>	Guarantor	CHIEF OF ACADEMIC DEPARTMENT	DEPUTY COMMANDANT FOR EDUCATION
3. Describe how the educational environment enables the needs and interests of higher education students enrolled in the educational program to be met and is safe for their life, physical and mental health	<i>short field</i>	Guarantor	DEPUTY COMMANDANT FOR PSYCHOLOGICAL SUPPORT, CHIEF OF ACADEMIC DEPARTMENT, CHIEF OF PT DEPARTMENT, CHIEF OF MEDICAL SERVICE	FIRST DEPUTY COMMANDANT
4. Describe how the higher education institution provides educational, organizational, informational, advisory, and social support, as well as physical and mental health support, to higher education students enrolled in the educational program.	<i>long field</i>	Guarantor	DEPUTY COMMANDANT FOR PSYCHOLOGICAL SUPPORT, CHIEF OF ACADEMIC DEPARTMENT, CHIEF OF PT DEPARTMENT, CHIEF OF MEDICAL SERVICE	FIRST DEPUTY COMMANDANT
5. How does the higher education institution create sufficient conditions for the realization of the right to education for persons with special educational needs? Provide specific examples of the creation of such conditions at the EP (if any)	<i>short field</i>	Guarantor	DEPUTY COMMANDANT FOR PSYCHOLOGICAL SUPPORT	FIRST DEPUTY COMMANDANT

Assessment criteria list	Answer	Who fills in	Who provides information	Who controls
6. Demonstrate the existence of standardized anti-corruption policies and procedures for responding to cases of bullying, discrimination, sexual harassment, and other conflict situations that are accessible to all participants in the educational process and are consistently followed during the implementation of the educational program	<i>long field</i>	Guarantor	DEPUTY COMMANDANT FOR PSYCHOLOGICAL SUPPORT	FIRST DEPUTY COMMANDANT
<b>Criterion 8. Internal quality assurance of the educational program</b>				
1. What document regulates the procedures for developing, approving, monitoring, and periodically reviewing the EP? Please provide a link to this document, which is publicly available on your website.	<i>short field</i>	Guarantor	CHIEF OF SCIENTIFIC AND METHODOLOGICAL DEPARTMENT FOR QUALITY ASSURANCE OF EDUCATIONAL ACTIVITIES AND HIGHER EDUCATION	FIRST DEPUTY COMMANDANT
2. How and how often are the EP reviewed? What changes were made to the EP as a result of the last review, and how were they justified?	<i>long field</i>	Guarantor		CHIEF OF SCIENTIFIC AND METHODOLOGICAL DEPARTMENT FOR QUALITY ASSURANCE OF EDUCATIONAL ACTIVITIES AND HIGHER EDUCATION
3. Demonstrate, with specific examples, how higher education providers are involved in the periodic review of the EP and other quality assurance procedures, and how their suggestions are taken into account during the review of the EP.	<i>short field</i>	Guarantor		CHIEF OF SCIENTIFIC AND METHODOLOGICAL DEPARTMENT FOR QUALITY ASSURANCE OF EDUCATIONAL ACTIVITIES AND HIGHER EDUCATION
4. How does student self-government participate in internal quality assurance procedures for the EP?	<i>short field</i>	Guarantor	CHIEF NCO	FIRST DEPUTY COMMANDANT
5. Demonstrate, with specific examples, how employers are involved, either directly or through their associations, in the periodic EP review of the program and other quality assurance procedures.	<i>short field</i>	Guarantor		CHIEF OF SCIENTIFIC AND METHODOLOGICAL DEPARTMENT FOR QUALITY ASSURANCE OF EDUCATIONAL ACTIVITIES AND HIGHER EDUCATION
6. Describe the practice of collecting, analyzing, and taking into account information on the career paths and employment trajectories of EP graduates.	<i>short field</i>	Guarantor	CHIEF OF HR AND PERSONNEL DEPARTMENT	CHIEF OF SCIENTIFIC AND METHODOLOGICAL DEPARTMENT FOR QUALITY ASSURANCE OF EDUCATIONAL ACTIVITIES AND HIGHER EDUCATION
7. Demonstrate that the quality assurance system of the higher education institution ensures timely response to the results of monitoring of the educational program and/or educational activities for the implementation of the educational program, in particular through stakeholder surveys.	<i>long field</i>	Guarantor	CHIEF OF SCIENTIFIC AND METHODOLOGICAL DEPARTMENT FOR QUALITY ASSURANCE OF EDUCATIONAL ACTIVITIES AND HIGHER EDUCATION	FIRST DEPUTY COMMANDANT

Assessment criteria list	Answer	Who fills in	Who provides information	Who controls
8. Demonstrate that the results of external quality assurance of higher education are taken into account when improving the EP. How were the comments and recommendations from the last accreditation and accreditations of other EPs taken into account when improving this EP?	<i>long field</i>	Guarantor	CHIEF OF SCIENTIFIC AND METHODOLOGICAL DEPARTMENT FOR QUALITY ASSURANCE OF EDUCATIONAL ACTIVITIES AND HIGHER EDUCATION	FIRST DEPUTY COMMANDANT
9. Describe how members of the academic community are involved in the internal quality assurance procedures of the EP.	<i>short field</i>	Guarantor	CHIEF OF SCIENTIFIC AND METHODOLOGICAL DEPARTMENT FOR QUALITY ASSURANCE OF EDUCATIONAL ACTIVITIES AND HIGHER EDUCATION	FIRST DEPUTY COMMANDANT
10. Demonstrate that a culture of quality education is being developed in the academic community of the higher education institution.	<i>short field</i>	Guarantor	CHIEF OF SCIENTIFIC AND METHODOLOGICAL DEPARTMENT FOR QUALITY ASSURANCE OF EDUCATIONAL ACTIVITIES AND HIGHER EDUCATION	FIRST DEPUTY COMMANDANT
<b>Criterion 9. Transparency and publicity</b>				
1. What documents of the HEI regulate the rights and responsibilities of all participants in the educational process? How is their accessibility to participants in the educational process ensured?	<i>short field</i>	Guarantor	CHIEF OF SCIENTIFIC AND METHODOLOGICAL DEPARTMENT FOR QUALITY ASSURANCE OF EDUCATIONAL ACTIVITIES AND HIGHER EDUCATION	FIRST DEPUTY COMMANDANT
2. Provide a link to the website containing information on the publication of the HEI's draft educational program for comments and suggestions from interested parties (stakeholders).	<i>web-page address</i>	Guarantor	CHIEF OF SCIENTIFIC AND METHODOLOGICAL DEPARTMENT FOR QUALITY ASSURANCE OF EDUCATIONAL ACTIVITIES AND HIGHER EDUCATION	FIRST DEPUTY COMMANDANT
3. Provide a link to publicly available information on your website about the educational program (the full educational program, curricula, work programs for academic disciplines, opportunities for the formation of individual educational trajectories for higher education seekers) to the extent sufficient to inform the relevant stakeholders and the public	<i>web-page address</i>	Guarantor	CHIEF OF SCIENTIFIC AND METHODOLOGICAL DEPARTMENT FOR QUALITY ASSURANCE OF EDUCATIONAL ACTIVITIES AND HIGHER EDUCATION	FIRST DEPUTY COMMANDANT
<b>Criterion 10. Learning through research</b>				
<i>To be filled in only for third (educational and scientific) level EP</i>				
1. Demonstrate that the content of the educational and scientific (educational and creative) program provides full training for graduate students (adjuncts) to solve complex problems in the field of professional and/or research and innovation activities in the relevant specialty (specialties) and/or field of knowledge (fields of knowledge), and mastering the methodology of scientific and pedagogical activity.	<i>short field</i>	Guarantor		CHIEF OF SCIENTIFIC AND METHODOLOGICAL DEPARTMENT FOR QUALITY ASSURANCE OF EDUCATIONAL ACTIVITIES AND HIGHER EDUCATION

Assessment criteria list	Answer	Who fills in	Who provides information	Who controls
2. Demonstrate that the scientific (educational and creative) activity of postgraduate students (adjuncts) corresponds to the research (creative) direction of scientific (creative) supervisors.	<i>short field</i>	Guarantor	CHIEF OF SCIENTIFIC AND ORGANIZATIONAL DEPARTMENT	DEPUTY COMMANDANT FOR SCIENCE
3. Demonstrate the ability of the educational institution to form one-time specialized academic councils (one-time specialized councils for awarding the degree of Doctor of Arts) for the certification of postgraduate students (candidates) enrolled in the relevant educational program	<i>short field</i>	Guarantor	CHIEF OF SCIENTIFIC AND ORGANIZATIONAL DEPARTMENT	DEPUTY COMMANDANT FOR SCIENCE
4. Describe how the higher education institution provides organizational and logistical support for conducting scientific research (creative projects) and testing their results in accordance with the topics of postgraduate students (adjuncts) (holding regular conferences, seminars, colloquiums, concerts, performances, master classes, personal exhibitions, public performances, providing access to laboratories, equipment, information and computing resources, etc.)	<i>short field</i>	Guarantor	CHIEF OF SCIENTIFIC AND ORGANIZATIONAL DEPARTMENT	DEPUTY COMMANDANT FOR SCIENCE
4. Describe how the higher education institution provides organizational and logistical support for conducting scientific research (creative projects) and testing their results in accordance with the topics of postgraduate students (adjuncts) (holding regular conferences, seminars, colloquiums, concerts, performances, master classes, personal exhibitions, public performances, providing access to laboratories, equipment, information and computing resources, etc.)	<i>short field</i>	Guarantor	CHIEF OF SCIENTIFIC AND ORGANIZATIONAL DEPARTMENT, CHIEF OF INTERNATIONAL MILITARY COOPERATION DEPARTMENT	FIRST DEPUTY COMMANDANT
6. Describe the existing practice of participation of scientific (creative) supervisors of postgraduate students (adjuncts) in research (creative artistic) projects, the results of which are regularly published, presented, and/or implemented in practice.	<i>short field</i>	Guarantor	CHIEF OF SCIENTIFIC AND ORGANIZATIONAL DEPARTMENT	DEPUTY COMMANDANT FOR SCIENCE
7. Describe how the higher education institution ensures academic integrity in the professional activities of scientific (creative) supervisors and postgraduate students (adjuncts)	<i>short field</i>	Guarantor	CHIEF OF SCIENTIFIC AND METHODOLOGICAL DEPARTMENT FOR QUALITY ASSURANCE OF EDUCATIONAL ACTIVITIES AND HIGHER EDUCATION	FIRST DEPUTY COMMANDANT
8. Describe how the higher education institution takes measures to prevent scientific (creative) supervision by persons	<i>short field</i>	Guarantor	CHIEF OF SCIENTIFIC AND ORGANIZATIONAL DEPARTMENT	DEPUTY COMMANDANT FOR SCIENCE

Assessment criteria list	Answer	Who fills in	Who provides information	Who controls
who have committed violations of academic integrity				
<b>Criterion 11. Prospects for further EP development</b>				
1. What are the overall strengths and weaknesses of the EP?	<i>long field</i>	Guarantor		CHIEF OF SCIENTIFIC AND METHODOLOGICAL DEPARTMENT FOR QUALITY ASSURANCE OF EDUCATIONAL ACTIVITIES AND HIGHER EDUCATION
2. What are the prospects for the development of the EP over the next three years? What specific measures does the HEI plan to take to realize these prospects?	<i>long field</i>	Guarantor	CHIEF OF ACADEMIC DEPARTMENT	DEPUTY COMMANDANT FOR EDUCATION

### 3. Information about compulsory EP educational components.

Education component name	Component type	If the educational component requires special logistical, technical, and/or information support, please provide details*

*\* provide information, at a minimum, on the availability of appropriate logistical and technical resources and their adequacy for the implementation of the EP; for equipment/facilities, also indicate the quantity, year of commissioning, and year of last repair; for software, also indicate the number of licenses and the version of the software.*

### 4. Summary information about EP teachers.

Teacher's full name	Position	Structural unit	Qualifications	Experience in scientific and pedagogical work	Disciplines taught by the teacher at the EP	Justification of compliance with the educational component (qualifications, professional experience, scientific publications)

Attachments:

1. Curriculum (scanned copy).
2. Proposals and recommendations from employers (scanned copies).
3. Programs for EP disciplines (electronic version).



APPROVED

Chief of the structural unit responsible for the  
implementation of the educational program

Draft amendments  
to the educational program

№	Old edition	New edition	Justification for the necessity of EP amendments

EP Guarantor

Acting First Deputy Commandant of the National Army Academy  
Colonel Volodymyr HRABCHAK