



Structure of the internal evaluation report of an institution organizing doctoral study programs (IOSUD)

1. General information

- 1.1. the institutional capacity of an IOSUD** (establishment, structure, evolution, mission, vision, quality certification level etc.), mainly emphasizing the existing common resources (managerial, administrative, logistical and financial);
- 1.2. the Doctoral School(s)** (establishment, structure, evolution, research mission, quality certification level, presentation of specific measures of quality management and promotion of professional ethics and rules of conduct implemented at the Doctoral School level, a presentation of the human resources and research infrastructure existing at the Doctoral School level, a presentation of the educational efficacy elements at the Doctoral School level etc.);
- 1.3. the doctoral study domains managed by the Doctoral School(s) of the IOSUD** (objectives, mission, curricula, number of Doctoral advisors, the evolution of the number of doctoral students and the number of doctoral students having earned the title of “doctor” in the last 5 years, research centers/laboratories, main scientific achievements etc.);
- 1.4. the functioning of the internal quality assurance system** at the IOSUD level:
 - the objectives and the overall structure of the internal quality assurance system;
 - the quality assurance policies and the definition of procedures, of the beneficiaries and their responsibilities;
 - the participation of staff, doctoral students and external stakeholders in the quality assurance process;
 - the interaction between the quality assurance system and the University management;
 - the transparency and the access to specific information related to the internal quality assurance system for internal and external beneficiaries;
 - the efficiency of the internal quality assurance procedures and structures and their impact on the activities carried out during the doctoral studies;
 - the use of information produced by the internal quality assurance system as a tool for quality management and for improving the education and other activities;
 - monitoring, reviewing and continuously developing the internal quality assurance system.



2. **The information necessary to evaluate the extent to which the performance criteria, standards and indicators** set out in Annex No. 4 of the Guide are met, accompanied by electronically accessible supporting documents.
3. **Strategies and procedures implemented at the IOSUD level** as measures to continuously improve the quality of doctoral programs, other than those specified by the minimum standards, as set out in Annex No. 4 of the Guide.
4. **Other additional information** relevant to the IOSUD.
5. **A list of the Annexes**, in electronic format, accessible via links included in the text of the internal evaluation report. The Annexes shall contain documents and data supporting the information presented in the internal evaluation report. Each time, whenever possible, the information should be presented also taking into account gender.