



National Commission for Further and Higher Education Malta

NCFHE COMMUNICATION QA/02/2016

Title: Fee-Structure for Provider External Quality Assurance (EQA) Audits

From: Head, Quality Assurance, NCFHE

Date: 14/09/2016

Dear Colleagues

Article 38 of Subsidiary Legislation 327.433 obliges licensed education providers in Malta to undergo periodic provider and programme quality audits, as per regulation 37(1)(c), every five years. This obligation is replicated in clauses 17 and 18 of the Licensing Conditions which are endorsed by every licensed education provider in Malta. By the provision of S.L. 327.433, regulation 34(2)(h), the National Commission for Further and Higher Education (NCFHE) shall '*charge fees to providers seeking any type of accreditation under these regulations, including costs related to any quality audit carried out under its responsibility*'. The same legislation, under regulation 39(2)(b), also provides for the NCFHE to '*appoint external experts to carry out quality audits, including, as appropriate, one or more students, ensuring that such experts are chosen on the basis of their expertise and on the requirement that there arises no conflict of interest in undertaking the quality audit with respect to the provider undergoing such quality audit*'.

To that effect, the NCFHE is introducing fees for Provider External Quality Assurance (EQA) audits of education providers licensed in Malta.

Standard fee

The Standard Fee includes the costs for a non-international three-person peer-review panel for a one-day audit visit and an administrative fee. The latter covers costs of actions and initiatives taken by the NCFHE to ensure that the EQA audit runs smoothly, including: induction meetings with the peer-review panel members and meetings between the EQA audit review panel and the education providers.

Additional fees

- cover any additional costs for extra peer- and/or student review panel member per day of on-site audit visit;
- cover additional costs for international peer- and/or student review panel member per day of on-site audit visit.

All fees indicated *do not* include:

- costs of flights and/or other travel expenses incurred by international peer-reviewers and/or international student reviewers;
- costs for the execution of financial due diligence as required by SL 327.433, regulation 39(3)(g).

These costs will be included in the invoice that the NCFHE issues to the Provider. The Provider is to pay the Standard Fee (of €2100) upon application for the EQA audit and the remainder of the amount invoiced by the NCFHE at the conclusion of the EQA audit.

Table 1 outlines the proposed fee structure.

Table 1: Fee Structure

| Administration | Fees |
|---|------------------------------------|
| Standard fee ¹ | €2100 |
| Additional fees for local peer-reviewer per on-site audit day | €650 |
| Additional fees for local student reviewer per on-site audit day | €100 |
| Additional fees for international peer-reviewer per on-site audit day, including <i>per diem</i> | €855 |
| Additional fees for international student reviewer per on-site audit day, including <i>per diem</i> | €305 |
| Financial Due Diligence | As per costs incurred by the NCFHE |
| Flight Expenses | As per flight tickets |

Regards

Head, Quality Assurance

¹ Standard fee includes: the price for a one-day provider EQA audit inclusive of two (2) peer-review panel members, one (1) student reviewer and €750 NCFHE administrative fee.