

## MFHEA COMMUNICATION MFHEA/10/2021

**Title:** Fee-Structure for Provider External Quality Assurance (EQA) Audits  
**From:** Head Accreditation, Licensing, Validation and Quality Assurance, MFHEA  
**Date:** 04/11/2021

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Dear colleagues,

Article 38 of Subsidiary Legislation 607.03 obliges licensed education providers in Malta to undergo periodic provider and programme quality audits, as per regulation 37(1)(c), every five years. (This Communication is replacing QA/02/2016)

By the provision of S.L. 607.03, regulation 34(2)(h), the Malta Further and Higher Education Authority (MFHEA) 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 MFHEA 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 MFHEA is introducing fees for Provider External Quality Assurance (EQA) audits of education providers licensed in Malta.

**Annex I outlines the fee structure for Higher Education Institutions.**

**Annex II outlines the fee structure for Further Education Institutions/Centres.**

**Malta Further and Higher Education Authority (MFHEA)**

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## ANNEX I

### Standard fee

The Standard Fee includes the costs for a three-member peer-review panel for a one-day audit visit and a one-time administrative fee. The latter covers costs of actions and initiatives taken by the MFHEA to ensure that the EQA audit runs smoothly, including an induction meeting, meetings with the peer-review panel members, meetings between the EQA audit review panel and the education provider and proofreading services.

### Additional fees

- cover additional costs for extra local peer and/or student review panel member(s) per day of site audit visit;
- cover additional costs for extra international peer and/or student review panel member(s) per day of site audit visit, including per diem, as required.

### All fees indicated do not include:

- costs of flights and/or other travel expenses incurred by international peer reviewer(s) and/or international student reviewer(s);
- costs for interpreter and/or translator;
- costs for the execution of financial due diligence as required by S.L. 607.03, regulation 39(3)(g).

These costs will be included in the invoice that the MFHEA issues to the Provider. The Provider is to pay the Standard Fee prior to commencement of the EQA audit and the remainder of the amount invoiced by the MFHEA at the conclusion of the EQA audit.

**Fee-Structure for Provider External Quality Assurance (EQA) Audits of Higher Education Institutions**

<b>Administration</b>	<b>Fees</b>
One-time administrative fee	€750
Peer-reviewer per day of site audit visit: Chair Peer Student	€650 €600 €600
Per diem fees for international peer-reviewer per day of on-site audit visit	€205
Flight Expenses	As per flight tickets
Interpreter/translator	As per service provided
Financial Due Diligence	As per costs incurred by the MFHEA

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## ANNEX II

### Standard fee

The Standard Fee includes the costs for a two-member peer-review panel for a one-day audit visit and a one-time administrative fee. The latter covers costs of actions and initiatives taken by the MFHEA to ensure that the EQA audit runs smoothly, including an induction meeting, meetings with the peer-review panel members, meetings between the EQA audit review panel and the education provider and proofreading services.

### Additional fees

- cover additional costs for extra local peer review panel member(s) per day of site audit visit;
- cover additional costs for extra international peer review panel member(s) per day of site audit visit, including per diem, as required.

*All fees indicated do not include:*

- costs of flights and/or other travel expenses incurred by international peer reviewer(s);
- costs for interpreter and/or translator;
- costs for the execution of financial due diligence as required by SL 607.03, regulation 39(3)(g).

These costs will be included in the invoice that the MFHEA issues to the Provider. **The Provider is to pay the Standard Fee prior to commencement of the EQA audit and the remainder of the amount invoiced by the MFHEA at the conclusion of the EQA audit.**

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**Fee-Structure for Provider External Quality Assurance (EQA) Audits of Further Education Institutions/Centres**

<b>Administration</b>	<b>Fees</b>
One-time administrative fee	€500
Peer-reviewer per day of site audit visit:	
Chair	€650
Peer	€600
Per diem fees for international peer-reviewer per day of on-site audit visit	€205
Flight Expenses	As per flight tickets
Interpreter/translator	As per service provided
Financial Due Diligence	As per costs incurred by the MFHEA

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