

Approved by
the order of the Minister of education and science
of the Republic of Kazakhstan No 629 of
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Regulations of recognition of accreditation bodies, including foreign ones, and formation of registers of recognized accreditation bodies, accredited educational organizations and educational programs

Chapter 1. General provisions

1. These Regulations of recognition of accreditation bodies, including foreign ones, and formation of registers of recognized accreditation bodies, accredited educational organizations and educational programs (hereinafter referred to as the Regulations) were developed in accordance with the Law of the Republic of Kazakhstan 'On Education' of July 27, 2007 (hereinafter referred to as the Law).

2. These Regulations define the requirements and procedure for recognizing accreditation bodies, including foreign ones, accrediting educational organizations and educational programs in the territory of the Republic of Kazakhstan and forming registers of recognized accreditation bodies, accredited educational organizations and educational programs.

3. The following terms are used in these Regulations:

1) accredited educational program - an educational program (specialty) which has undergone the procedure of recognition by an accreditation body of compliance of its contents and direction (purpose) with established standards (bylaws) of accreditation;

2) register of the accredited educational programs (hereinafter referred to as the Register 3) - a list of accredited educational programs (specialties);

3) accredited educational organizations - educational organizations which have undergone the procedure of recognition by an accreditation body of the compliance of educational services with established standards (bylaws) of accreditation;

4) register of the accredited educational organizations (hereinafter referred to as Register 2) - a list of accredited educational organizations;

5) accreditation body - a legal entity which conducts institutional and (or) specialized accreditation of educational organizations on the basis of the standards (bylaws) developed by it;

6) accreditation standards (bylaws) - documents of accreditation body establishing requirements for accreditation procedures;

7) accreditation of educational programs - a procedure for recognition by an accreditation body of compliance of educational programs (specialties) with established standards (bylaws) of accreditation in order to provide objective information about their quality and confirm the existence of effective mechanisms for its improvement;

8) accreditation of educational organizations - a procedure for recognition by an accreditation body of compliance of educational services with established standards (bylaws) of accreditation in order to provide objective information about their quality and confirm the existence of effective mechanisms for its improvement;

9) institutional accreditation - a process of assessing the quality of an educational organization by an accreditation body for compliance with a declared status and established standards of an accreditation body;

10) specialized accreditation - a process of assessing the quality of individual educational programs realized by an educational organization;

11) The Republican Accreditation Council (hereinafter referred to as the Council) - a permanent acting collegial body created by an authorized body;

12) register of the recognized accreditation bodies (hereinafter referred to as the Register 1) is formed by an authorized body in the field of education a list of national and foreign accreditation bodies included in the registers and(or) in associations of accreditation bodies of member states of the Organization for Economic Cooperation and Development (hereinafter referred to as the OECD);

13) authorized body – a central executive body of the Republic of Kazakhstan carrying out leadership and intersectoral coordination in education;

14) national accreditation - a process of assessing the quality of the educational organizations' activities (institutional accreditation) and individual educational programs (specialized accreditation) for compliance with standards for quality assurance in education, conducted by a national accreditation body entered in the Register 1;

15) recognition of a national and foreign accreditation body - a procedure for official confirmation of the legal entity power to conduct institutional accreditation of educational organizations and(or) specialized accreditation of educational programs;

16) international accreditation - a process of assessing the quality of the educational organizations' activities (institutional accreditation) and individual educational programs (specialized accreditation) for compliance with standards for quality assurance in education, conducted by a national or foreign accreditation body entered in the Register 1.

Chapter 2. Requirements for an accreditation body

4. To be recognized as an accreditation body and to be entered by the authorized body in the Register 1, an accreditation body should meet the following requirements::

- 1) to have the status of a legal entity in the business legal form of a non-profit organization;
- 2) to enter the registers and/or associations of accreditation bodies of the OECD member states;
- 3) to possess the resources necessary to discharge the obligations in accrediting educational organizations and educational programs;
- 4) to have at least one foreign expert in the panel composition for the Kazakhstan accreditation agencies, and at least one third of the composition by Kazakhstani experts holding a candidate or doctoral degree or PhD or profile doctoral degree and(or) being a representative of the professional community with working experience in institutional and specialized accreditation or in specialist training profile by the accredited educational organization;
- 5) to have standards (bylaws) of accreditation that establish requirements for accreditation procedures.

Chapter 3. Procedure for recognition of accreditation bodies, including foreign ones

5. In confirmation of its compliance with the requirements established by paragraph 4 of these Regulations, an accreditation body submits the following documents:

- 1) application in the form in accordance with the form in Appendix 1 to these Regulations;
- 2) notarized copies of founding documents. When submitting documents in foreign languages, their notarized translation into Kazakh or Russian is also required;
- 3) document confirming the entering of the accreditation body in the registers and/or associations of the accreditation bodies of the OECD member states;
- 4) documents confirming the availability of resources accompanied by supporting documents;
- 5) documents on invited experts.

A foreign accreditation body which being a full member of the European Association for Quality Assurance in Higher Education, the Asia Pacific Quality Network and the CHEA International Quality Group, by the decision of the Republican Accreditation Council (hereinafter referred to as the Council), based on the recommendations by educational organizations, is included in the Register 1.

An educational organization, in confirmation of compliance of a foreign accreditation body, shall submit documents in accordance with the requirements established by paragraph 4 of these Regulations.

6. Documents submitted in accordance with paragraph 5 of these Regulations shall be signed by the legal representative of the accreditation body, certified by seal.

7. Documents of an accreditation body submitted for recognition are reviewed by the Council, formed among heads of structural divisions of an authorized body, representatives of the National Chamber of Entrepreneurs of the Republic of Kazakhstan "Atameken" and public associations of education communities. The number of members of the Council includes at least 9 people. The composition of the Council is approved by order of a head of an authorized body. The working body ensuring the Council's activity is a structural unit of an authorized body.

8. The period for consideration of documents for recognition of an accreditation body is thirty working days from the date of adoption of the documents stipulated by paragraph 5 of these Regulations.

9. Based on the results of consideration of documents for recognition of an accreditation body, the Council decides on the recognition of the accreditation body and inclusion in the Register 1 or on the refusal to recognize it.

10. The authorized body, based on the Council decision, issues an order on recognition of the accreditation body and including it in the Register 1 for a period of five years.

11. Recognition of the accreditation body to the Register 1 is verified once every five years.

To confirm the power of accreditation body in the Register 1, the accreditation body shall submit the documents stipulated by paragraph 5 of these Regulations to the authorized body for the sixty calendar days before the expiration of the recognition period.

Upon the results of consideration of documents for extension of the recognition terms of the accreditation body, the Council shall decide to extend the recognition terms of the accreditation body or to refuse it..

The extension of recognition terms of accreditation body is approved by order of the authorized body.

12. At rearrangement of an accreditation body, the authorized body within fifteen working days from the application date of the accreditation body should make the respective changes to the Register 1.

13. In case of insufficiency of documents submitted in accordance with paragraph 5 of these Regulations, within five working days, the application of an accreditation body shall be returned for revision.

14. An accreditation body is not allowed to conduct institutional and (or) specialized accreditation of educational organizations which are affiliated with the body.

Chapter 4. Procedure for the formation of the Register 1, the Register 2 and the Register 3

15. In accordance with paragraph 2 of these Regulations the Register 1 contains the information about the requisite and contact details of the legal entity, about the date and the order number on the recognition of the accreditation body and its terms validity, as well as data on the available membership in the international European networks for quality assurance in education.

16. No later than thirty working days from the date of decision making on accreditation of an educational organization, the accreditation body should provide the authorized body with information (accreditation certificate) for entering the accredited educational organization in the Register 2, in accordance with Appendix 3 to these Regulations, and places it on the Internet resource of the accreditation body.

The authorized body shall enter the accredited educational organizations into the Register 2 within three working days.

17. No later than thirty working days from the date of decision making on accreditation of the educational program the accreditation body provides the authorized body with information (accreditation certificate) for entering the accredited educational program in the Register 3, in accordance with Appendix 4 to these Regulations, and places it on the Internet resource of the accreditation body.

The authorized body shall enter the accredited educational programs into the Register 3 within three working days.

18. Annually, before July 1 of the year following the reporting year, the accreditation bodies should provide the authorized body with information for the past period on the accreditation of educational organizations and educational programs in accordance with Appendix 5 to these Regulations.

19. Upon the results of accreditation, the accreditation body sends to the authorized body a copy of the recommendations on eliminating systemic weaknesses (if any) revealed in the activities of the educational organization.

Chapter 5. Procedure for suspension of powers and exclusion of accreditation bodies from the Register 1

20. The power of an accreditation body is suspended in Register 1 in the following cases:

1) not providing the authorized body with timely information in accordance with paragraphs 11, 16, 17 and 18 of these Regulations.;

2) revealing of inaccurate or corrupted data submitted to the authorized body based on the results of accreditation of educational organizations and educational programs;

3) establishing fact of affiliation with an accredited educational organization.

The terms of suspension of powers of the accreditation body in the Register 1 is set before the elimination of the violations served as the basis for the decision to suspend, but not more than six months.

21. The accreditation body is excluded from the Register 1 in the following cases:

1) submission of an application for voluntary termination of activities or liquidation of an accreditation body;

2) exclusion of an accreditation body from the registers and/or association of the OECD accreditation bodies.

To ensure the transparency of the activities of accreditation bodies entered in the Register 1, accreditation bodies annually provide analytical information, which describes and analyzes the main results of activities.

Once in five years, the authorized body conducts an external assessment of performance results of the accreditation body.

22. Suspension of powers of the accreditation body in the Register 1, exclusion of the accreditation body from the Register 1 is carried out by order of the authorized body issued upon a decision of the Council.

Appendix 1
to the Regulations of recognition of accreditation bodies,
including foreign ones, and formation of registers of
recognized accreditation bodies, accredited educational
organizations and educational programs

Form

To the Ministry of Education and Science of the Republic of Kazakhstan
(Authorized body in the field of education)

From: _____
(Full name of applicant)

(Location, Business Identification Number)

Application

We ask you to recognize (confirm)

(name of the legal entity)

as an accreditation body and to add to the Register 1 of the accreditation bodies.

Legal entity address _____

Email _____

Telephone numbers _____

Fax _____

" ____ " _____ 20__

Head of the body _____
(Place of seal) (Signature) (Surname, First Name and Patronymic (if applicable))

(Date of filling out)

Appendix 2

to the Regulations of recognition of accreditation bodies, including foreign ones, and formation of registers of recognized accreditation bodies, accredited educational organizations and educational programs

Form

Register of the accreditation bodies (Register 1)

No	Name of the accreditation body	Requisite and contact details	Date and order number on recognition of the accreditation body	Terms of recognition validity of the accreditation body	Full membership in the international European networks for quality assurance in education, date of joining

Appendix 3

to the Regulations of recognition of accreditation bodies, including foreign ones, and formation of registers of recognized accreditation bodies, accredited educational organizations and educational programs

Form

Register of the accredited educational organizations (Register 2)

No	Name of educational organization	Requisite details of the accredited educational organizations	Terms of accreditation validity

Appendix 4

to the Regulations of recognition of accreditation bodies, including foreign ones, and formation of registers of recognized accreditation bodies, accredited educational organizations and educational programs

Form

Register of the accredited educational programs (Register 3)

No	Name of educational organization, requisite details	Name of educational program	Terms of accreditation validity

Appendix 5

to the Regulations of recognition of accreditation bodies, including foreign ones, and formation of registers of recognized accreditation bodies, accredited educational organizations and educational programs

Information about the accreditation process of educational organization and educational programs

(Name of accreditation body)

- 1) Full name of the accreditation body, location, legal address, structure and staff.
- 2) Name of the accredited educational organization, accredited educational programs, terms of the accreditation process, compliance with accreditation standards (bylaws), recommendations.
- 3) Links to the Internet resource of the accreditation body, which present reports on the external audit of educational organizations or their educational programs.