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TWINNING PROJECT

INTERIM QUARTERLY REPORT

Project Title: Support to Strengthening the Higher Education System in Azerbaijan

Partners: Centre for Pedagogical Studies of the Republic of France (CIEP)

European Social Fund Agency (ESFA) (Lithuania)

Academic Information Center (AIC) (Latvia)

Ministry of Education of the Republic of Azerbaijan (MoE)

Date: 02 September 2019

READ AND APPROVED
01.10.2019
R. Zulfugarov-264/E

LIST OF ABBREVIATIONS

ANO	Accreditation and Nostrification Office
AP	Action Plan
AzHE	Higher Education of Azerbaijan
AzQF	National Qualifications Framework of Azerbaijan
BC	Beneficiary Administration
BC	Beneficiary Country
BFUG	Bologna Follow-Up Group
BP	Bologna Process
CA	Contracting Authority
CEENQA	Network of Central and Eastern European Quality Assurance Agencies in Higher Education
CIMO	Centre for International Mobility
DG	Directorate General
ECTS	European Credit Transfer and Accumulation System
EHEA	European Higher Education Area
ENIC	European Network of Information Centres on Academic Recognition and Mobility
ENP	European Neighbourhood Policy
ENPI	European Neighbourhood and Partnership Instrument
ENQA	European Association for Quality Assurance in Higher Education
EQAR	European Quality Assurance Register for Higher Education
EQF	European Qualifications Framework
ESG	European Standards and Guidelines for Quality Assurance
ESU	European Students' Union
ETF	European Training Foundation
EU	European Union
EUA	European University Association
EUD	European Union Delegation
EUR-ACE	European Accreditation of Engineering Programmes
FP7	Seventh Framework Programme
HE	Higher Education
HEI	Higher Education Institution
HERE	Higher Education Reform Experts
INQAAHE	International Network for Quality Assurance Agencies in Higher Education
IQA	Internal Quality Assurance
JPL	Junior Project Leader
LLL	Lifelong Learning
MA	Master of Arts
MESRI	Ministry of Higher Education, Research and Innovation of France
MoE	Ministry of Education of the Republic of Azerbaijan
MS	Member State
MSP	Member State Partner
NAQAAE	National Authority for Quality Assurance and Accreditation of Education
NCP	National Contact Point
NGO	Non-Governmental Organisation
NQF	National Qualifications Framework
OECD	Organisation for Economic Cooperation and Development
OSCE	Organization for Security and Co-operation in Europe
PAO	Programme Administration Office
PhD	Doctor of Philosophy
PL	Project Leader
PSC	Project Steering Committee
QA	Quality Assurance
QF	Qualifications Framework
R&D	Research and Development
R&D&I	Research, Development and Innovation
RTA	Resident Twinning Adviser
SEC	State Exam Center of the Republic of Azerbaijan
S&G	Standards and Guidelines
STE	Short Term Expert
SWOT	Strengths, Weaknesses, Opportunities and Threats
TAIEX	Technical Assistance and Information Exchange
TNA	Training Needs Analysis

ToR	Terms of Reference
TRE	Twinning Review Expert
TRM	Twinning Review Mission
UAS	University of Applied Sciences
VAK	Higher Attestation Commission
VET	Vocational Education and Training

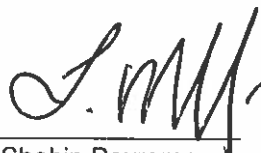| Section 1: Project data	
Twinning Contract Number	ENI/2018/395-401
Project Title:	Support to Strengthening the Higher Education System in Azerbaijan
Twinning Partners (MS and BC)	Centre for Pedagogical Studies of the Republic of France (CIEP) European Social Fund Agency (ESFA) (Lithuania) Academic Information Center (AIC) The Ministry of Education of the Republic of Azerbaijan (MoE)
Report Number:	5
Period covered by the report:	12 April – 13 July 2019
Duration of the project:	13th of April 2018 – 12th April 2020 (24 months)
Rapporteur:	Mr. Bruno Curvale, MS Project Leader Mr. Shahin Bayramov, BC Project Leader

Signed and approved by Mr. Bruno Curvale, MS Project Leader and Mr. Shahin Bayramov, BC Project Leader.

_____
Mr. Bruno Curvale

_13/09/2019_
Date

_____
Mr. Shahin Bayramov

_21.09.2019_
Date

Section 2: Content

This section describes the activities of the project. It is divided in five sections.

2A – BACKGROUND

2B – ACHIEVEMENT OF MANDATORY RESULTS

2C – ACTIVITIES IN THE REPORTING PERIOD

2D – TIMING AND DELAYS

2E – ASSESSMENT

- **Overall objectives**

Overall objective and indicators of achievement	
To further develop Azerbaijan's higher education system through aligning it with a competence-based education approach.	
Indicator of achievement	**State of achievement/ problems encountered**
Positive assessment of the progress made towards the implementation of the Bologna Process (BP).	**Remarks from QP 1:** • The legislative documents in the BC impart already the notions of the Bologna Process principles, and there is a clear politic will to reinforce the collaboration between Azerbaijan and EU countries (for ex., all HEIs met so far consider mobility a priority). In general, focus groups demonstrated good knowledge of the European Higher Education Area (EHEA) basic principles, as well as willingness to shift towards student-centred learning and competence-based higher education. Yet the **practical implementation of the competence-based higher education** was named to be main issue both by the Ministry and HEIs. • While the Bologna process is known by all universities encountered during the first missions of the project, there appears sometimes to be a misunderstanding and **confusion of what exactly covers the Bologna process** and whether it is still a relevant process for higher education reforms (for ex. at some universities, experts were asked if the Bologna process regulates the time for internships and whether it is still an appropriate framework for improvement of higher education as it was created twenty years ago). Further missions should continue to reinforce the overall understanding of the BP. **Remarks from QP 2:** - **The project continues to support and to make a greater awareness of the BP among different BC stakeholders.** The remarks from the QP1 are relevant for QP2 as well. **Remarks from QP 3:** - Analysis of legislative documents revealed that **the Bologna process principles are not enough reflected in local legislative acts in Higher Education. Recommendations were formulated** to improve the alignment of local legislative acts with the Bologna process requirements. **Remarks from QP4:** - In almost every project activity, the AzQF was presented and promoted, with specific focus on level descriptors for levels 6-8. Relevant resources, produced within the framework of the Bologna process regarding competence-based approach and student-centered learning were used for training materials during workshops and other meetings. **Remarks from QP5:** - Remarks from QP1 – QP4 are relevant for QP5.

- **Project purpose**

Project purpose and indicators of achievement	
To increase the institutional capacities of the Ministry of Education, higher education institutions and the Accreditation and Nostrification Office for the continued introduction of the principles, mechanisms, tools and policies of the European Higher Education Area (EHEA) and to ensure their consistent implementation and application supporting the shift towards a student-centred system.	
	State of achievement/ problems encountered

of Azerbaijan to draft proposals regarding the establishment of single electronic database in order to improve the rules for awarding scientific degrees and scientific titles, to improve management process in the field of assessment and monitoring of research activities, to ensure availability of a database on scientific research and ensure an open access to information concerning the field of science as well as to improve the quality of relevant statistic and analytical reports and submit the proposals to the President of the Republic of Azerbaijan. The Decree also instructs the Higher Attestation Commission to draft proposals on improving the work of this Commission. The decree stipulates that it aims to improve the attestation process of scientific and scientific-pedagogical workers in Azerbaijan and improve the quality of a scientific research in Azerbaijan given the challenges that exist on the global level.

4. **Mr. Idris Isayev** was appointed **a Deputy to the Minister of Education** of Azerbaijan on **16 November 2018**. Previously, he served as a Deputy to the Minister of Labour and Social Protection of Azerbaijan.

5. On 17 January 2019 President instructed the Cabinet of Ministers to abolish the Accreditation and Nostrification Department and transfer its functions to the Ministry of Education.

Quarterly period 4:

1. The Cabinet of Ministers approved the **"Classification of Specialties for Bachelor Level"** on 12 February 2019. The new classification will take force starting from the new academic year, in other words, from 15 September 2019.

2. The President signed a decree "On **allocation of scholarship** to doctoral students, to students studying in higher, secondary professional and vocational education institutions as well as those studying master courses in the Azerbaijan National Academy of Sciences" on 14 February, 2019. This decree will be applied to about 110,000 students across the country. Under this new decree, the scholarships for the students studying in above-mentioned levels were increased up to 25%.

3. Elchin Babayev was appointed **new BSU rector** on March 11, 2019 at the presidential decree. Previously, he was Executive Director of Science Development Fund at the Presidential Administration of Azerbaijan.

Quarterly period 5:

1. On 20 May 2019, the Cabinet of Ministers approved the Rules on "On admission of bachelor degree holders into secondary professional education institutions, admission of sub-bachelor degree holders into bachelor studies of higher education institutions and on transfer of people who have not completed their bachelor degrees into secondary professional education institutions." According to these rules, bachelor degree holders with high average performance indicators will be able to get admitted into secondary professional education institutions without taking a centralized exam and accordingly, sub-bachelor degree holders with high average performance indicators will be able to get admitted into higher education institutions (only into programs which are relevant to the programme they studied in sub-bachelor degree) by bypassin the centralized exam. These Rules also allow those who have not finished their bachelor studies to get transferred into secondary professional education institutions within 15 years after the completion of the fixed duration of studies.

2. On 10 May 2019, the Cabinet of Ministers approved "Classification of spacialties (specializations) for master level of higher education."

3. On 4 July 2019, a Presidential decree was signed on creation of the National Observatory for Labour Market and Social Protection of Population in Azerbiadjan.

- **Project Assumptions**

Project Assumptions	Assessment of implementation

Indicator of achievement	
- MoE, higher education institutions and Accreditation and Nostrification Office have been trained on principles, mechanisms, tools and policies of the European Higher Education Area on student - centred concept; - Processes and methodologies for streamlining competence-based education provision in line with the EU best practices adapted to BC context developed and piloted; - The improved capacity of the Accreditation and Nostrification Office results in a compliance with the ESG.	- In total, since the project start, *3 trainings, 88 workshops, 32 interviews and 1 kick-off* event, involving *1134 participants from the BC,* were carried out to train relevant stakeholders on various aspects of European Higher Education Area regarding competence-based approach (CBA), student-cantered learning (SCL) and other relevant areas. Most of the pilot HEIs seem still quite far from SCL/CBA approach, as it appears to be far from their priorities. The **training process and awareness raising on the SCL/CBA importance takes time.** Little commitment at institutional level does not support a lot in this regard. (A total of 173 participants, mainly from HEIs, participated in workshops) - ***3 Methodologies, 1 set of recommendations for methodology, 1 methodological compendium*** for streamlining competence-based education provision in line with the EU best practices and ***1 concept*** were drafted by MS experts; they will **be tested in further project activities. They are:** a) 2 methodologies for competence-based education standards called 'Concept and methodology for competence-based education standards' (drafted as outcome of Act. 1.1); b) 1 methodology on how to transform labour market data into programme specific education requirements (drafted as outcomes of Act. 1.4); c) 1 set of recommendations for methodology of developing national classifications of programmes in higher education; d) 1 methodological compendium on how to write learning outcomes was elaborated (as output of Act. 2.2); 1 concept of student-centered study programme (as output of Act. 2.1). - The ANO was supported by MS experts to revise their current procedures and methodologies to follow EU practices. **1 handbook for methodologies for study programmes evaluations was drafted. No obstacles** were met in this regard.

- **Policy Developments since the project start**

<u>Quarterly period 2:</u>

The **National Qualifications Framework for Lifelong Learning of the Republic of Azerbaijan (AzNQF)** was finally approved by the Cabinet of Minister of Azerbaijan with minor amendments on 18th July 2018.

<u>Quarterly period 3:</u>

1. The **State Program on Increasing the International Competitiveness of the Higher Education System in the Republic of Azerbaijan for 2019-2023** was adopted by the President of Azerbaijan on Nov. 16, 2018;
2. The **Decree on Amendments to the "Law on Education" of Azerbaijan** adopted by the President of Azerbaijan on Dec. 10, 2018 brought changes regarding the time of university rectors being in office: "The rectors for the state-owned higher education institutions are appointed for 5-year term"; Previously, the rectors were appointed for an indefinite period in office.
3. The **Decree on Conduct of Additional Measures to Improve the Attestation Process of Scientific and Scientific-Pedagogical Workers in Azerbaijan** dated of Nov. 28, 2018. The decree instructs the Higher Attestation Commission, Education Ministry and Academy of Sciences

reforming curricula; • The MoE and the higher education institutions deploy adequate human resources; • The legal decision-making process will be undertaken in a timely manner.	*learning outcomes at the national level, and universities shall make sure to provide their study programme aligned with those.* *- The legal decision-making process is not always mastered by the project team. However, it does not impede the implementation of project activities. The project coordination tries to adapt the agenda of missions/ project activities to the legal decision-making agenda.*

Project Purpose • The Government maintains its political will to modernise its higher education system; • Universities are willing to cooperate; • MS partners adapt to local context and constraints.	*- Although the government maintains in general its political will to modernise the higher education system, more support at the national and institutional levels shall be granted to some important measures, like providing access to continuous education for all academic staff, encourage upgrading of training equipment and learning/teaching materials, encourage recruitment of younger academic staff, etc.* *- Universities are willing to cooperate, but they appear to need further capacity reinforcement on how to transform their financial, administrative and pedagogical autonomy into better quality of educational services provision;* *- MS partners try to adapt to local context and constraints; however, the practical focus of some workshops could further be improved.*
Component 1: • The Government maintains its political will to modernise its higher education system; • The MoE and the Ministry of Labour cooperate effectively in relation to the provision of data that informs about labour market needs and requirements; • The MoE deploys adequate human resources.	*- The political will of the government is there; a series of measures are currently being put in place to enhance a better monitoring of the labour market needs (i.e. establishment of skills observatories at the Ministry of Labour);* *- The MoE considers that it is outside of their work scope to deal with labour market issues. Cooperation with the Ministry of Labour ans Social Protection of Population appears to be beyond the objectives of the current project.* *- Despite a heavy workload, the MoE tries to support the project activities where necessary.*
Component 2: • The Government maintains its political will to modernise its higher education system; • The MoE and Higher Education Institutions remain committed to reforming curricula; • The MoE and the higher education institutions deploy adequate human resources.	*- The Government maintains its political will to modernise its higher education system. CBA and SCL are mentioned as priority in the national strategy and as a member of the Bologna process, the BC government is committed to implement relevant Bologna process requirements.* *- Meetings with academic staff regarding the new state standards revealed that academic staff is more interested in discussing the list of subjects rather than the list of competences/learning outcomes. It shows that most of the academic staff still tends to implement a subject-based approach rather than competence-based approach (although some universities, i.e. the Azerbaijan University of Oil and Industry, have started new pilot practices). The project workshops and other activities aims to support the shift from subject-based teacher-oriented approach towards competence-based student-centred one;* *- Despite heavy workload at the level of MoE and HEIs, both strive to support project activities at their best.*
Component 3: • The Government maintains its political will to modernise its higher education system; • The Accreditation and Nostrification Office and higher education institutions cooperate effectively; • The Accreditation and Nostrification Office and higher education institutions deploy adequate human resources.	*- The Government maintains its political will to modernise its higher education system. Although the status of ANO has been changed recently by a presidential decree (it became again a part of MoE), it does not seem to bring important changes in the way of functioning of ANO and its scope of work;* *- The ANO cooperates effectively with the project, the same do universities. The interest of academic staff appears sometimes quite weak to some workshops, because the topics of competence-based approach and student-centred learning are not for the moment at the core of institutional strategies of universities.*
Component 4: • The Government maintains its political will to modernise its higher education system; • The MoE and Higher Education Institutions remain committed to	*- The assumptions are in general implemented. As regards the commitment to reform curricula, there is a strong one at the level of MoE. Given the local context, it appears more relevant to keep the current level of pedagogical autonomy of universities (without enlarging it): the state standards shall prescribe the list of subjects and the intended competences /*

	approach towards competence-based one were noticed.
	✓ Make sure that project deliverables are sustainable: It is important to make sure that the methodologies produced under R.1.1 and 1.3 are used in further project activities.
	✓ Revise national curricula in key sectors: More expertise is needed on the result 1.2; a reallocation from other activities would be necessary
	✓ Translation of important documents would need to be discussed with relevant working groups as some concepts appear to be difficult for translation.

Result 2. Pilot Study programmes in priority areas of education are improved to be more student-centred	
2.1. A concept of student-centred study programme is developed; 2.2. At least 12 study programmes are revised; 2.3. A methodological compendium on the use of learning outcomes is developed; 2.4. A training workshop on student-centred approaches for teaching. learning and assessment is organised. 2.5. Programme regulations on recognition developed.	- **R. 2.1. – Achieved**: a concept of student-centered study programme was developed. *(A total of 105 HEI representatives participated in the workshops.)* - **R. 2.2 – In progress**: learning outcomes for the programme of Physics were defined, but not yet discussed with academic staff. *(A total of 68 HEI representatives attended the workshops.)* - **R. 2.3 – Achieved**: a draft of methodological compendium on the use of learning outcomes was developed. It will be further discussed with stakeholders during later project activities so to achieve its appropriation and any additional improvements if necessary - **R. 2.4 and 2.5 were not performed yet.** *Problems encountered:* ✓ Weak interest of most academic staff for CBA/SCL; ✓ Training materials of MS experts shall be more practically oriented.

Result 3 The quality assurance system is further developed to reflect the student-centeredness of study programmes	
3.1. Standards for programme accreditation are improved: 3.2. A handbook on self-evaluation processes of HEI is developed; 3.3. A training workshop for higher education institutions on self-evaluation is conducted; 3.4. At least 12 self-evaluation reports (SER) for the pilot study programmes are compiled; 3.5. At least 4 mock accreditations of study programmes are conducted; 3.6. A pool of reviewers, including student representatives and representatives of the labour market is trained; 3.7. A study visit of up to 7 MoE members is organised in an EU Member State on Quality Assurance in the EHEA; 3.8. A study visit of up to 7 MoE members is organised in an EU Member State on student-centeredness of study programmes.	- **R. 3.1 – Achieved**: Standards for programme accreditation were drafted in line with ESGs QA. - **R. 3.2 – Achieved with increased deliverables**: A more complete version of handbook for evaluation of study programmes (including both self-evaluation and external evaluation processes) was designed. - **R.3.3 – Achieved.** A draft handbook for external evaluators was created. - **R 3.4 – Achieved.** Trainings on how to write self-evaluation report were delivered. *(A total of 139 HEI representatives attended the trainings.)* - **R 3.5- Achieved.** Separate meetings were held with each of the self-evaluation groups from HEIs for further improvement of SER reports. - **R 3.7 – Achieved.** A study visit of 8 BC staff (from MoE, ANO and pilot universities) took place in Latvia and Lithuania. - - **3.6 and 3.8 were not performed yet.** *Problems encountered:* ✓ Self-evaluation approach appears quite unknown by some members of HEI's academic staff. Some of them saw few interest in such kind of exercise

2B - ACHIEVEMENT OF MANDATORY RESULTS

Results under components

Results and indicators of achievement	State of achievement/ problems encountered
Result 1 Selected National Education Standards are aligned to include a competence-based focus	
1.1. A concept and methodology for transforming education standards to be competence-based is improved;	- **R1.1 - Achieved:** <u>A concept and methodology for transforming education standards to be competence-based has been drafted.</u> It will be further discussed with stakeholders during later project activities so to achieve its appropriation and any additional improvements if necessary; *(A total of seven MoE staff members participated in the workshop.)*
1.2. National education standards for programmes in three sectors are updated;	- **R. 1.2 – Partly achieved:** The list of competences for 12 pilot study programmes was produced; however, this list needs to be discussed with relevant academic staff including the discussion on the list of subjects compulsory for each programme. *(Three MoE staff participated in the workshop)*
1.3. A methodology for transforming labour market intelligence into programme specific education requirements is developed;	- **R. 1.3 - Achieved:** <u>A methodology for transforming labour market intelligence into programme specific education requirements has been developed.</u> It will be further discussed with stakeholders during later project activities so to achieve its appropriation and any additional improvements if necessary; *(A total of 16 MoE staff members participated in the workshop.)*
1.4. National classifications for programmes in three sectors are developed; 1.5. Visibility materials are developed that informs about the benefits of competence-based education; 1.6. A study visit for 2 representatives from Higher Education Department, 1 representative from the Accreditation and Nostrification Office and 1 representative from the Education Institute of the Ministry of Education and 3 representatives (7 people in total) from pilot universities is organised in an EU Member State on competence based education system.	- **R. 1.4 – Partly achieved, it is suggested to decrease the workload initially planned for this activity because of recent legislative changes.** A mission on revision of methodology for classification of specialities was conducted and recommendations discussed with the MoE staff. Another mission looked at the classification of specialties in the field of Physics; no specific remarks were provided to improve the current classification of specialties in this field. Given the fact that the national classification of specialties is currently under revision process (a new classification of Bachelor's programmes was recently adopted and the one for Master's programmes as well), it is suggested to reallocate working days left out from this activity to the R. 1.2. *(A total of 112 HEI representatives participated in the workshops.)*
	- **R. 1.5 were not performed yet;**
	- **R. 1.6 - Achieved:** A <u>study visit of 7 MoE members to Lithuania and Latvia</u> on the topic of competence-based approach was organised. The feedback report was produced.
	Problems encountered: ✓ <u>Getting acquainted stakeholders with new notions:</u> For some target groups, composed of academic staff from universities, the notion of "competence" is a new one and some difficulties in understanding it and how to move from discipline-oriented

2C. ACTIVITIES IN THE REPORTING PERIOD

A total of 16 expert missions, with a total 80 STE working days were implemented during the reporting period.

The main task of the reporting period was to:
- continue **revision of national standards for study programmes** in selected areas;
- provide recommendations for the amendment of legal regulations for recognition at institutional level in line with European best practices to allow for **recognition of study programmes based on learning outcomes**;
- following the **capacity building activities for the Ministry of Education** (including Accreditation and Nostrification Office) **and other stakeholders** regarding programme accreditation, holding meetings with academic staff from pilot universities to support them in writing self-evaluation reports;
- holding workshops to raise awareness and **share best practices of student-centered approach** in pilot universities;
- provide recommendations for the **amendment of legal regulations** in line with European best practices.

Several capacity reinforcement meetings were carried out for the staff of MoE and HEIs during this quarterly period. Summaries of meetings, interviews and workshops carried out during short-term missions are presented below. Recommendations from missions are provided in the annexes.

Component 1 Selected National Education Standards are aligned to include a competence-based focus
Reference number and title of Activity
Activity 1.6 Provide recommendations for improvement of methodology for developing national classifications of specialities in higher education
Name of MS expert who delivered it:
Mr. Gintautas Jakstas (LT)
Duration of the activity:
15 – 19 April 2019 (5/10 working days)
SCHEDULE OF THE MISSION:
15 April 2019
-   The STE reviews the national classification of study programmes for bachelor level in Azerbaijani higher education.
-   A meeting with HE Department to discuss the classification of study programmes for master level which is planned to be developed.
16 April 2019
Workshop on best practices of developing classification of study programmes for bachelor and master level in Lithuania.
17 April 2019
Deskwork. The STE drafts the guidelines for developing national classification of study programmes for master level.
18 April 2019
Meeting with Mr. Azad Akhundov, Chief Advisor at HE Department to discuss the current classification of study programmes in Azerbaijani higher education system.
19 April 2019
Workshop for the staff of the HE Department to present recommendations for improvement of methodology for developing national classifications of programmes in higher education.
Stakeholders: *Mr. Shahin Bayramov, Deputy Head of HE Department, BC Project Leader; Mr. Yashar Omarov, Head of HE Unit at HE Department, RTA Counterpart; Mr. Azad Akhundov, Chief Advisor at HE Department, Component Leader II; Ms. Nargiz Garakhanova, Senior Adviser at HE Department, Component Leader IV; Ms. Vusala Gurbanova, Senior Adviser at HE Department, Component Leader I; Mr.Samir Hamidov, Leading Advisor at HE Department.*
Objectives and tasks of the Mission:
The objective of this activity was to provide recommendations for improvement of methodology for national classifications of programmes.
Recommendations and results:
The expert provided recommendations for the improvement of methodology for national classification of programmes. A workshop for the staff of the Science, Higher and Secondary Professional Education Department, as well relevant people from other departments of the Ministry of Education was delivered to share European and Lithuanian experience in designing the classification of study programmes for bachelor and master levels. For more details, see the Mission Report of Activity 1.6 in the Annex.

	and they believe that nothing will change in terms of future improvements. MS experts searched to convince local academic staff on the usefulness of self-evaluation practices. ✓ Skills of SER writing among academic staff are weak. Despite several workshops, the quality of some SERs could still be improved.

Result 4. Recommendations on amendments of legislative and regulative framework developed

4.1. A synopsis report on the legal and regulatory system for education standards, credit system. Recognition and quality assurance of study programmes is compiled; 4.2. A proposal for the amendment of legal regulations is prepared to ensure that the credit system is based on the concept of learning outcomes and student workload; 4.3. Regulations for recognition at institutional level are amended in line with European best practices to allow for recognition of parts of studies based on learning outcomes; 4.4. A proposal for the amendment of the legal and regulatory framework for quality assurance is prepared; 4.5. A proposal to enhance the governance system of three pilot universities is developed and tested.	- **R. 4.1 – Achieved.** A synopsis report on the legal and regulatory system for education standards, credit system, recognition and quality assurance of study programmes has been developed. - **R.4.2 and R. 4.3 - Achieved.** A proposal for the amendment of legal regulations for recognition at institutional level in line with European best practices to allow for recognition of study programmes based on learning outcomes. *(A total of 95 HEI representatives attended the workshops organized as part of the Activity 4.3.)* - **Results 4.4 – 4.5 were not performed yet.** *Problems encountered:* ✓ A greater integration into European network of ENIC-NARIC Centres of the Azeri department for Nostrification would help to promote a shift toward current practices of recognition instead of nostrification approach.

SCHEDULE OF THE MISSION:
24 June 2019
Debriefing with RTA. Preparation for the workshops at pilot HEIs.
25 June 2019
A workshop on student-centered learning for the staff from Baku State University (BSU) and Sumgait State University (SSU) in the premises of BSU and for the staff from Baku Engineering University (BEU) and Azerbaijan State Oil and Industry University (ASOIU) in premises of ASOIU.
Stakeholders: *See the Annex to the Mission Report of Activity 2.1.*
26 June 2019
The STEs carry out a deskwork in hotel due to public holiday (Armed Forces Day) in Azerbaijan
27 June 2019
Workshops on student-centered learning for the staff of Azerbaijan State Pedagogical University (ASPU) and Azerbaijan University of Languages (AUL) in ASPU premises and for the staff of Azerbaijan Technical University (AzTU) at AzTU premises.
Stakeholders: *See the Annex to the Mission Report of Activity 2.1.*
28 June 2019
- Workshop on student-centered learning for the staff of Khazar University at the same university's premise.
Stakeholders: *See the Annex to the Mission Report of Activity 2.1.*
- Report writing

Objectives and tasks of the Mission:
- To deliver workshops on EU best practices in student-centred learning;
- To do mapping of the best practice examples (case-studies) of implementing student-centred approach in Azerbaijan;
- To develop a concept of student-centered study programme curricula for Azerbaijan;
- Recommendations for the development and review of a student-centered study programme.

Recommendations and results:
The practices in the field of student-centred approach in higher education institutions of relevant MS countries were shared. Relevant practices in local higher education institutions were studied. A concept of a student-centered study programme was developed. A mapping of the best practice examples (case-studies) of implementing student-centred approach in Azerbaijan was done. For more details, see the Mission Report of the Activity 2.1 in the Annex.

Component 2. Pilot Study Programme Curricula in Priority Sectors are Improved to be More Student-Centred
Reference number and title of Activity
Activity 2.4.2 Improve study programmes in the priority areas in pilot universities to incorporate learning outcomes and inform and raise awareness about these achievements
Name of MS experts who delivered it:
Mr. Eckhart Hoetzel (FR), Ms. Tatjana Koke (LV)
Duration of the Activity
20 – 24 May 2019 (10/30 working days)

Component 1 Selected National Education Standards are aligned to include a competence-based focus
Reference number and title of Activity
Activity 1.7 Improve national classifications of specialities in the priority areas
Name of MS experts who delivered it:
Philippe Turek (FR)
Duration of the activity:
10 June –14 June 2019 (5/15 working days)
SCHEDULE OF THE MISSION:

10 June 2019
 Deskwork at MoE. Discussions with RTA Ms. Lisa Bydanova.
 11 June 2019
 A meeting with Working Group in MoE premises in order to finalize the suggested version of study programme in Physics.
 12 June 2019
 Deskwork at MoE
 13 June 2019
 Deskwork at MoE
 14 June 2019
    -    Deskwork in MoE. Discussions with RTA Ms. Lisa Bydanova
    -    Report writing

Objectives and tasks of the Mission:
The objective of the mission was to discuss the suggested version of the state study programme in Physics with the academic staff (Working Group formulated by the project) from the relevant universities and finalize the document based on their suggestions and remarks.
Recommendations and results:
The suggested version of Physics study programme was finalized and recommendations for the further improvement were provided. The national classification of specialties in the field of Physics was also reviewed. For more details, see the Mission Report of the Activity 1.7 in the Annex.

Component 2. Pilot Study Programme Curricula in Priority Sectors are Improved to be More Student-Centred
Reference number and title of Activity
Activity 2.1 Develop and discuss concept of student-centered study programme, which includes the basic parameters for the development and review of study programme at institutional level
Name of MS experts who delivered it: Mr. Mourad Attarça (FR), Ms. Ilona Kazlauskaitė (LT), Ms. Ilva Grigoryeva (LV)
Duration of the Activity
24 – 28 June 2019 (15/30 working days)

new version of it

Recommendations and results:
Recommendations for a new version of the study programme in Computer Sciences were developed following the meeting with academic staff representing the higher education institutions which offer programmes in Computer Science, Institute of Control Systems of Azerbaijani National Academy of Sciences (ANAS) as well as leading communications companies of the country. For more details, see the Annex to the Mission Report of the Activity 2.4.3.

Component 3. The quality assurance system is further developed to reflect the student-centeredness of study programmes

Reference number and title of Activity
Activity 3.4 Hold a training workshop for higher education institutions on how to conduct self-evaluation processes

Names of MS expert(s) who delivered it
Ms. Jolita Butkiene (LT), Nora Skaburskiene (LT)

Duration of the activity
29 April – 03 May 2019 (10/10 STE Working Days)

MISSION SCHEDULE
29 April 2019
A meeting at the Accreditation and Nostrification Office to prepare for the workshops to be held at pilot HEIs. Reviewing the self-evaluation reports submitted by pilot HEIs.
30 April 2019
A round table with members of self-evaluation groups involved in writing SER on chemical engineering (ASOIU, SSU, BEU, BSU) and computer engineering (ASOIU, BEU, AzTU, SSU) study programmes in Azerbaijan Oil and Industry University.
Stakeholders: See the Annex to the Mission Report of Activity 3.4.2.
1 May 2019
A round table with members of self-evaluation groups involved in writing SER on Physics study programme (BSU, SSU) and Computer Sciences study programme (BSU, ASOIU) in Baku State University.
Stakeholders: See the Annex to the Mission Report of Activity 3.4.2.
2 May 2019
A round table with members of self-evaluation groups involved in writing SER on Foreign Language Teacher study programme (AUL, Khazar University, SSU, ASPU) and Math and Informatics study programme (BSU, ASPU, BEU, SSU) in Azerbaijan State Pedagogical University.
Stakeholders: See the Annex to the Mission Report of Activity 3.4.2.
3 May 2019
- Final discussions with Vice-rectors from each of the pilot universities and wrap up of the relevant issues for the next period of SER writing in Accreditation and Nostrification Office.
Stakeholders: See the Annex to the Mission Report of Activity 3.4.2.
- Report writing

Objectives and tasks of the Mission:
The objective of the mission was to support the staff of the pilot universities involved in writing the self-evaluation reports on selected programmes and give them recomendations on how to improve the initial drafts of SER submitted by pilot HEIs.

Recommendations and results: Round tables with the members of the groups involved in writing self-evaluation reports of selected study programmes were held and the SER groups were advised on how to improve the initial drafts of the reports in line with the European Standards and Guidelines for Quality Assurance in the European Higher Education Area. For more details, see the Mission Report of the Activity 3.4.2 in the Annex.

Component 3. The quality assurance system is further developed to reflect the student-centeredness of study programmes

Reference number and title of Activity
Activity 3.5 Support for self-evaluation report writing

Names of MS expert(s) who delivered it
Ms. Jolita Butkiene (LT), Nora Skaburskiene (LT), Ms. Jolanta Silka (LV)

Duration of the activity
17 – 21 June 2019 (15/30 STE Working Days)

SCHEDULE OF THE MISSION:
20 May 2019
Deskwork. Team work of experts on the learning outcomes for the study programme of Foreign Language Teacher.
21 May 2019
A meeting with employers to discuss the suggested list of competences in the new suggested version of the Foreign Language Teacher study programme.
Stakeholders: See the Annex II to Mission Report of Activity 2.4.2.
22 May 2019
A meeting with heads of chairs related to the Foreign Language Teacher study programme from pilot universities to discuss learning outcomes, competences, disciplines in the suggested version of the study programme.
Stakeholders: See the Annex II to Mission Report of Activity 2.4.2.
23 May 2019
Deskwork.
24 May 2019
Debrief about the results of the mission with staff of the Science, Higher and Secondary Professional Education Department of the Ministry of Education.
Stakeholders: *Mr. Azad Akhundov, Chief Advisor at HE Department, CL II; Ms. Nargiz Garakhanova, Senior Advisor at HE Department, CL IV.*
-    Report writing

Objectives and tasks of the Mission:
-    to revise the current study programme in Foreign Language Teacher and draft a new version of the study programme.

Recommendations and results:
A new version of the study programme in Foreign Language teacher was developed and discussed with representatives of the Higher Education Department of the Ministry of Education. For more details, see the Annexes to the Mission Report of the Activity 2.4.2.

Component 2. Pilot Study Programme Curricula in Priority Sectors are Improved to be More Student-Centred

Reference number and title of Activity
Activity 2.4.3 Improve study programmes in the priority areas in pilot universities to incorporate learning outcomes and inform and raise awareness about these achievements

Name of MS expert who delivered it:
Mr. Pierre Collet (FR)

Duration of the Activity
3 – 7 June 2019 (5/20 working days)

SCHEDULE OF THE MISSION:
3 June 2019
-    Debrief with RTA and Component Leader II.
-    Meeting with the members of the Working Group for IT specialties and employers in MoE.
Stakeholders: See the Annex to the Mission Report of Activity 2.4.3.
4 June 2019
Deskwork in the Ministry of Education.
5 June 2019
Deskwork. Revising the state study programmes in Computer Sciences.
6 June 2019
Deskwork. Revising the state study programmes in Computer Sciences
7 June 2019
Debriefing with the Higher Education Department about results of the mission.

Objectives and tasks of the Mission:
The objective of the mission was to revise the current study programme in Computer Sciences and draft a

MISSION SCHEDULE

For the mission schedule, see the *Agenda of the Activity 3.8 Organize study visit on best practice for external quality assurance in the European Higher* attached as an Annex to the Interim Quarterly Report 5.

Objectives and tasks of the Mission:

The objective of the study visit was to introduce the BC representatives into best practices of external quality assurance in the European Higher Education Area

Results: For more details, see the joint report of the Activity 3.8 in the Annex.

Component 4 Recommendations on amendments of legislative and regulative framework developed

Reference number and title of Activity

Activity 4.3.1 Review the legal and regulatory framework for recognition and, if required, amend in accordance with European best practices

Names of MS experts who delivered it

Mr. Jean-Luc Lamboley (FR); Ms. Kristina Sutkute (LT)

Duration of the activity

13 – 17 May 2019 (10/20 working days)

MISSION SCHEDULE

13 May 2019
- Meeting with Ms. Nargiz Garakhanova, Component II Leader to discuss current practices related to recognition of periods of study.
- Deskwork. The STEs review the legal framework on recognition of ECTS.

14 May 2019

Workshops in Baku State University and Azerbaijan Technical University on how to do recognition based on learning outcomes, and to write learning outcomes for subjects.
The workshop was covered by the website of the Sumgait State University with the following article:
http://www.aztu.edu.az/azp/#/azp/etc/newsView.do?deptid=0&articleid=20190514171723745629&keyword=&searchtype=

15 May 2019
- Workshop in Azerbaijan State Pedagogical University on how to do recognition based on learning outcomes, and to write learning outcomes for subjects.
- Meeting at Accreditation and Nostrification Office.

16 May 2019

A workshop in Sumgait State University on how to do recognition based on learning outcomes, and to write learning outcomes for subjects.
The workshop was covered by the website of the Sumgait State University with the following article:
https://sdu.edu.az/az/news/1174

17 May 2019
- Review of the rules on organizing the Credit System education (cf. annexe II)
- Debrief with HE Department about the results of the mission
- Report writing

Objectives and tasks of the Mission:
- To introduce European best practices in recognition based on learning outcomes
- To ensure that the Higher Education Institutions are familiar with the learning outcomes approach.
- To submit recommendations to the Higher Education Institutions to comply with these European practices

Recommendations and results: For more details, see the Mission Report of the Activity 4.3 in the Annex.

Component 4.3.2 Recommendations on amendments of legislative and regulative framework developed

Reference number and title of Activity

Activity 4.3 Review the legal and regulatory framework **regarding the rules for Doctoral studies**, and, if required, amend in accordance with European best practices

Names of MS experts who delivered it

Mr. Leonas Balaševičius (LT)

Duration of the activity

24 – 28 June 2019 (5/10 working days)

MISSION SCHEDULE

24 June 2019

MISSION SCHEDULE
17 June 2019
- A deskwork in hotel due to public holiday (National Salvation Day).
- Reviewing the self-evaluation reports written by pilot HEIs.

18 June 2019
Parallel sessions at different hours throughout the day with **Foreign Language Teacher** SER Group from Azerbaijan University of Languages, **Chemical Engineering** SER Group from Azerbaijan State Oil and Industry University, **Math teacher** SER Group from Baku State University, **Math&Informatics Teacher** SER Group from Baku Engineering University, **Computer Science** SER Group from Baku State University, **Computer Engineering** SER Group from Azerbaijan State Oil and Industry University, **Informatics teacher** SER Group from Baku State University, **Computer engineering** SER Group from Baku Engineering University and **Foreign Language Teacher** SER Group from Khazar University in Azerbaijan State Pedagogical University.

19 June 2019
Parallel sessions at different hours throughout the day with **Computer engineering** SER Group from Sumgait State University, **Chemical Engineering** SER Group from Baku State University, **Math&Informatics Teacher** SER Group from Sumgait State University, **Foreign Language Teacher** SER Group from Sumgait State University, **Informatics Teacher** SER Group from Azerbaijan State Pedagogical University, **Computer Science** SER Group from Azerbaijan Technical University, **Chemical engineering** SER Group from Sumgait State University, **Physics** SER Group from Baku State University and **Computer Science** SER Group from Azerbaijan State Oil and Industry University in Azerbaijan State Pedagogical University.

20 June 2019
- Parallel sessions at different hours throughout the day with **Math Teacher** SER Group from Azerbaijan State Pedagogical University, **Physics** SER Group from Sumgait State University, **Physics Teacher** SER Group from Azerbaijan State Pedagogical University, **Chemical Engineering** SER Group from Baku Engineering University, **Computer Engineering** SER Group from Azerbaijan Technical University and **Foreign Language Teacher** SER Group from Azerbaijan State Pedagogical University in Azerbaijan State Pedagogical University
- Report writing

June 2019
- Debriefing session in Accreditation and Nostrification Office
- Report writing

Objectives and tasks of the Mission:
The objective of the mission was to support the pilot higher education institutions at the next stage of writing self-evaluation reports for the selected study programmes.

Recommendations and results:
Separate meeting with each of the self-evaluation groups engaged in self-evaluation process were held and recommendations for further improvement of the second drafts of the reports were provided. For more details, see the Mission Report of the Activity 3.5 in the Annex.

Component 3. The quality assurance system is further developed to reflect the student-centeredness of study programmes
Reference number and title of Activity
Activity 3.8 Organize study visit on best practice for external quality assurance in the European Higher Education Area for up to 7 staff members of the Beneficiary
Names of BC representatives who participated: Mr Samir Hamidov, Leading Advisor of Science, Higher and Secondary Professional Education Department of the Ministry of Education; Mr Tofig Ahmadov, Head of Accreditation Department of Accreditation and Nostrification Office of the Ministry of Education; Ms Lala Abasova, Senior Specialist of Accreditation Department of Accreditation and Nostrification Office of the Ministry of Education; Mr Farid Aghayev, Head of Management and Systems Engineering Chair of Azerbaijan State Oil and Industry University; Mr Nizami Yusubov, Head of Machine Engineering Technologies Chair of Azerbaijan Technical University; Ms Leyla Aliyeva, Head of Methodological Provision and Accreditation Department, Azerbaijan State Pedagogical University; Mr Yagub Garibov, Head of Physical Geography Chair, Geography Faculty, Baku State University; Mr Samir Guliyev, Head of International Relations Chair, Baku Engineering University; Mr Tarlan Arzumanov, RTA Language Assistant.
Duration of the activity
27 – 31 May 2019   Expert Days Sum: n/a

ACTIVITIES	PLAN						
TOTAL NUMBER OF STE DAYS	Planned	QP 1	QP 2	QP 3	QR4	QR5	
GENERAL ACTIVITIES							
Kick-off Meeting	3		3				3
Steering Committee Meetings	48	6	6	6	6	6	30
Closure Meeting	3						-
COMPONENT 1:							
1.1 Improvement of concept and methodology for competence-based education standards	30	18	10				28
1.2 Identify three priority areas for the improvement of competence-based education standards on the basis of economic and social relevance, which includes an assessment of the contribution of sectors to the GDP and an analysis of the employability of graduate	20	5					5
1.3 Assess and review the current system for using labour market data and skills forecasting within the Ministry of Education and other related bodies	20	10	10				20
1.4 Develop methodology to transform labour market data into programme specific education requirements	15		15				15
1.5 Provide recommendations for improvement of education standards for qualification for programmes in the priority areas (incl. legislative arrangements) with a view to describing achievements based on competences and skills, considering the AzQF	30		10	10	15		35 (10 extra WD were allocated from Act. 1.2 through SL 2 as the BC asked for the additional review of subjects in pilot SSSP)
1.6 Provide recommendations for improvement of methodology for developing national classifications of specialities in higher education	15					5	5
1.7 Improve national classifications of specialities in the priority areas	15					5	5
1.8 Awareness raising on the benefits of competence-based education to support the implementation of student-centred curricula as part of the educational reforms	15						-
1.9 Organise study visit on best practise for competence based education system	Study visit						-
COMPONENT 2:							
2.1 Develop and discuss concept of student-centred study programme, which includes the basic parameters for the development and review of study programmes at institutional level	30					15	15
2.2 Develop a methodological compendium on how learning	20				5		5

Meeting with RTA Ms. Lisa Bydanova and the staff of the Higher Education Department.
Stakeholders: *Ms. Vusala Gurbanova, Senior Advisor at Science, Higher Education and Secondary-Specialized Education Department, CL I; Ms. Nargiz Garakhanova, Senior Advisor at the Science, Higher Education and Secondary-Specialized Education Department, CL IV; Mr. Anar Kazimov, Head of Science Unit of the Science, Higher Education and Secondary-Specialized Education Department; Ms. Nushaba Mammadbayly, Leading Advisor of the Science, Higher Education and Secondary-Specialized Education Department; Mr. Samir Hamidov Leading Advisor of the Science, Higher Education and Secondary-Specialized Education Department of the Ministry of Education.*
25 June 2019
Meeting with the staff of the Higher Education Department.
Stakeholders: the stakeholders were the same as in the 24 June meeting.
26 June 2019
Deskwork. Preparing the draft of recommendations.
27 June 2019
A meeting with Ms. Vusala Gurbanova, Senior Advisor at Science, Higher Education and Secondary-Specialized Education Department, CL I and Ms. Nargiz Garakhanova, Senior Advisor at the Science, Higher Education and Secondary-Specialized Education Department, CL IV.
28 June 2019
Deskwork. Preparing the recommendations.

Objectives and tasks of the Mission: to develop proposals for the amendment of legal regulations for doctoral studies at national and institutional levels

Recommendations and results: For more details, see the Mission Report of the Activity 4.3 in the Annex.

Missions and STE Working Days in 5th Quarter

members of the Beneficiary							
COMPONENT 4:							
4.1 Assess the current legal and regulatory framework on education standards, quality assurance, credits and recognition of parts of studies	15			15	5		20 (5 extra WD were allocated from Act. 4.2 through SL4 as the BC asked for more support in drafting the last version of HE state standards)
4.2 Assess the recognition practices in the pilot universities and develop proposals for changes to reflect recognition based on learning outcomes and in line with European best practices	15				10		10
4.3 Review the legal and regulatory framework for recognition and, if required, submit recommendations to comply with European best practices	15					15	15 5 extra working days were added to this Activity through SL6 as BC asked for a support in preparation of rules for Doctoral studies with a focus on ECTS credits
4.4 Amend the legal provisions on the credit system to reflect that credits are based on learning outcomes and student workload	20						-
4.5 Assess the university governance system in three pilot universities with a view to ensuring the best approaches that support the development and review of student-centred programmes, through the participation of students in university governance, and develop proposals to enhance the system	15						-
4.6 Further reinforce knowledge about quality assurance in line with the European Standards and Guidelines for Quality Assurance in the European Higher Education Area and practices from international accreditations to ensure the application of the notion of student-centeredness	15						-

Trainings, Workshops and Interviews

During the period covered by **the 5th Quarterly Report**, 39 workshops and 2 interviews were organised, involving respectively **372 participants** (187 men, 185 women) of the MoE, HEIs and other stakeholders. **In total, since the project start**, 3 trainings, 88 workshops, 32 interviews and 1 kick-off event were organised, involving 1134 participants from the BC.

Training sessions and training participants in Quarter 5

outcomes are identified and designed, which will guide people responsible for development and review of programme in implementing a student-centred approach							
2.3 Hold training workshops on innovative teaching, learning and assessment methods, including the allocation of credits based on learning outcomes and student workload in order to ensure that student-centred curricula are also implemented in practice	15						-
2.4 Improve study programmes in the priority areas in pilot universities to incorporate learning outcomes and inform and raise awareness about these achievements	40				5	20	25
COMPONENT 3:							
3.1 Develop standards for programme accreditation in line with the European Standards and Guidelines for Quality Assurance in the European Higher Education Area	20			16			16
3.2 Undertake capacity building activities for the Ministry of Education staff (including Accreditation and Nostrification Office and other stakeholders) to enhance the staff's role in supporting accreditation procedures	15				10		10
3.3 Create handbook on methodologies and requirements for self-evaluations of higher education institutions	15			10	10		20 (5 additional WD were allocated from Act. 3.2 through SL4 as the BC asked to add one more deliverable which is a handbook for *external* evaluation)
3.4 Hold a training workshop for higher education institutions on how to conduct self-evaluation processes	20				10	10	20
3.5 Pilot universities undertake a self-evaluation of study programme in a priority area	30					15	15
3.6 Conduct training for external reviewers, establish a pool of trained reviewers	20						-
3.7 Undertake a mock accreditation at each pilot university for a study programme in a priority area	30						-
3.8 Organize study visit on best practice for external quality assurance in the European Higher Education Area for up to 7 staff members of the Beneficiary	Study visit					n\a	-
3.9 Organize study visit to the EU member state on best practice for student-centeredness of study programmes for up to 7 staff	Study visit						-

Project Management

Side letters

- **Side Letter No. 5** of 25 April 2019 a) enabled Mrs. Skaburskienė (Cat II) to replace Mr. Pernot (Cat I) and enabled Mrs. Butkiene (Cat II) to replace Mr. Jourdan (Cat I) under Activity 3.4. Mrs. Nora Skaburskienė and Mrs. Jolita Butkiene have participated in previous mission of the project to develop tools for self-evaluation; hence it made it easier for them to support the pilot universities in the process of self-evaluation at this stage; b) it also added one more participant to study visit under Activity 3.8, bringing the number of participants from the total of 7 to 8. One more participant from the Accreditation Department of the Ministry of Education was added to the study visit group. This will enable a larger representation of pilot universities in the study visit, together with relevant representatives from MoE. In total, the group will be composed of 1 representative from each of the 5 pilot universities (BSU, ADPU, AzTU, ASOIU, BEU), 2 representatives from Accreditation and Nostrification Office of MoE (ANO), 1 representative from Science, Higher Education and Secondary Professional Department of MoE; c) it also enabled Mrs. Koke (Cat II) to replace Mrs. Grigorijeva (Cat I) under the Activity 2.4. The number of working days under this Activity will be decreased from 10 to 5.
- **Side Letter No. 6** of 27 May 2019 **a)** nominated Mrs. Butkiene (Cat II) to replace Mrs. Berita Simonaite (Cat I) and Mrs. Nora Skrabuskiene (Cat II) to replace Mrs. Isabela Savickiene (Cat I) for the Activity 3.5; Mrs. Nora Skaburskienė and Mrs. Jolita Butkiene have participated in the previous missions of the project to develop tools for self-evaluation and it would be easier for them to support universities in the process of self-evaluation at that stage; **b)** nominated a new expert for the Activity 2.4, Mr. Pierre Collet (Cat I), Coordinator of Complex Systems Digital Campus (a UNESCO UniTwin network for the development of complex systems research, http://www.cs-dc.org/) and former Dean of studies for the Computer Science MSc of the Strasbourg University, to review study programmes in the priority areas to incorporate learning outcomes for the programme of Computer Sciences. As BC asked for the state standards for study programmes in pilot areas to be revised by EU experts coming from relevant fields, an additional expert, Mr. Pierre Collet, needed to be added to the pool of short-term experts to revise the programmes in Computer Sciences; **c)** nominated a new expert Mr. Leonas Balaševičius (Cat II), Vice-Rector for Research and Innovations at Kaunas University of Technology, Kaunas (Lithuania) for the Activity 4.3 and allocated additional 5 working days for this activity. The BC expressed the need for a support in the preparation of rules for Doctoral studies with a focus on ECTS credits. Given the fact that the level of doctoral studies appeared as priority in a recently approved National Strategy for International Competitiveness of Azerbaijani Higher Education, it was deemed relevant to add an additional mission to the Act. 4.3, focused on this aspect.
- **Mr. Parviz Yusifov,** Deputy Head of International Cooperation Department of the Ministry of Education and also a member of the Steering Committee of the Twinning project approved at the ministerial order, was promoted to the Head of the Agency for Vocational Education and Training at the Ministry of Education. The International Cooperation Department is expected to appoint another person to replace Mr. Yusifov in the future SC meetings.

Links with other on-going/ previous projects:

In general, few contacts with other projects took place over the QP5 because of the busy project agenda. However, a couple of meetings are worthy to mention:

- On May. 25th the RTA had a meeting with Mrs. Gulshan Bayramova, Head of Project Management Office, Baku Business University. **EU Erasmus +** *Establishment and Development of Quality Assurance Centres in Azerbaijan Universities* (ref. 586351-EPP-1-2017-1-AZ-EPPKA2-CBHE-JP). Mrs. Bayramova appreciated the documents and resources produced by the Twinning since the project start, which she found very useful. Mrs. Bayramova informed the Twinning RTA that all relevant documents of this Twinning and the previous Twinning project are going to be printed in a form of handbook and disseminated across pilot universities of the project. In the Mid of June, Mrs. Bayramova also attended the workshops to support writing of self-evaluation reports organised by the Twinning at the AzPU premises.
- End of May, a **meeting with Mrs. Diane Whaley, English Language Specialist, U.S. Department of State,** took place at the Azerbaijani State Pedagogical University to discuss the revision of SSSP in Foreign Language Teacher.
- The RTA keeps contact with the BC PL of the former Twinning project **"Support to further reforms of the civil service system in Azerbaijan",** Mr. Vali Huseynov. Mr. Huseynov, Head of Dept. at State Examination Centre is currently working on new tests in the field of Informatics. The RTA shared with his recommendations developed under the mission on revision of the SSSP in the field of Computer Sciences. Mr. Huseynov suggested to meet with our project team to discuss together how to further improve state standards.

Number of project activities in Quarter 5

Number of trainings, workshops, interviews, etc.	Component					
	0	1	2	3	4	SUM
• Trainings						
• Workshops		3	6	26	4	39
• Interviews			2			2
• Kick-off and closing meetings						
Total		3	8	26	4	41

Number of participants in Quarter 5

Number of participants (MoE officials, HEIs representatives, students, stakeholders, etc.)	Component					
	0	1	2	3	4	SUM
• Trainings						
• Workshops		14	123	139	96	372 (187 men, 185 women)
• Interviews					24	24
• Kick-off and closing meetings						
Total		14	123	139	120	396

Number of project activities in Quarter 1-5

Number of trainings, workshops, interviews, etc.	Component					
	0	1	2	3	4	SUM
• Trainings				3		3
• Workshops		31	12	36	9	88
• Interviews		26	4		2	32
• Kick-off and closing meetings	1					1
Total	1	57	16	39	11	124

Number of participants in Quarter 1-5

Number of participants (MoE officials, HEIs representatives, students, stakeholders, etc.)	Component					
	0	1	2	3	4	SUM
• Trainings				118		118 (65 men, 53 women)
• Workshops		265	205	217	100	787 (440 men, 347 women)
• Interviews		100	6		33	139
• Kick-off and closing meetings	90					90
Total	90	365	211	335	133	1134

- PPT on best practices of student-centered learning for the Activity 2.1

Translations from **Azerbaijani into English** so far:

- Decree on ECTS Credits of 2013 (only amended parts of the document was translated), *MoE*
- Accreditation standards for evaluating the activity of higher education institutions, *ANO*
- Classification of study programmes in bachelor degree, *MoE*
- Classification of master level specialties and residency, *MoE*
- Number of students by years and specialties (as of 1 October 2017), *MoE*
- State Standard of Higher Education, Study Programme in IT for Bachelor Level, *MoE*
- State Standard of Higher Education, Study programme in IT and information systems, Master's level, *MoE*
- Template of a study plan approved by the MoE
- State Standard of Higher Education, Study programme in Physics, Bachelor level, *MoE*
- State Standard of Higher Education, Study Programme in Physics Teacher, Bachelor level, *MoE*
- State Standard of Higher Education, Study programme in Physics Teacher, Master's level, *MoE*
- State Standard of Higher Education, Study programme in Primary School Teacher, Bachelor level, *MoE*
- State Standard of Higher Education, Study Programme in Chemistry Teacher, Bachelor level, *MoE*
- State Standard of Higher Education, Study programme in Chemistry Teacher, Master's level, *MoE*
- State Standard of Higher Education, Study Programme in Chemical Engineering, Bachelor level, *MoE*
- State Standard of Higher Education, Study programme in Chemical Engineering, Master's level, *MoE*
- Primary school teacher_State Standards_Master level, *MoE*
- New classification of specialties - Bachelor level, *MoE*
- State Standard of Higher Education, *MoE*
- Draft rules on switch between bachelor and sub-bachelor degrees, *MoE*
- Chemical engineering pilot study programme 2018 EN, *MoE*
- State Program on Competitiveness of Higher Education, *Presidential Administration*
- Regulations of Accreditation and Nostrification Office, *MoE*
- Accreditation Rules of Higher Education Institutions and Study Programmes, *MoE*
- Study programme of Foreign Language Teacher - Bachelor level, *MoE*
- Study programme of Foreign Language Teacher - Master level, *MoE*
- Study Programme of Computer Science - Bachelor level, *MoE*
- Study Programme of Computer Science - Master level, *MoE*
- Study Programme of Computer Engineering_Bachelor level
- Study Programme of Computer Engineering_Master level
- Study Programme of Oil and Gas Engineering_Bachelor level
- Study Programme of Oil and Gas Engineering_Master level
- Study Programme of Math teacher_Bachelor level
- Study Programme of Math teacher_Master level
- Study programme of Biology_Bachelor level
- Study programme of Biology_Master level
- Study programme of Ecology_Bachelor level
- Study programme of Ecology_Master level
- Document on division of powers in management of higher education
- Draft rules for doctoral studies
- Extract from the draft Law on Nostrification

5th Quarter
- Study programme of Information Technologies_Bachelor level

Visibility:

Over the 5th quarter, the Twinning project performed the following steps for project visibility:

- **The project webpage.** The webpage is regularly updated with the calendar of upcoming missions, the mission reports, STE presentations, the documents produced as a result of STE missions, photos from various activities and other relevant info regarding the project activities.
- **Facebook page** of the project is being regularly updated with relevant news and photos from the STE missions - https://www.facebook.com/twinningInHE.

Translations:

Translations from **English into Azerbaijani** so far:
- Competence-based approach in higher education curricula: Lithuanian case (ppt), *STE Ms. Inga Juknytė-Petreikienė*,
- The Tuning Methodology - Tools for mobility (ppt), *STE Mr. Jean-Luc LAMBOLEY*
- Using labour market information for matching and anticipating skills (ppt), *STE Mr. Gintautas Jakštas*
- Best European Practices using the Labour Market Intelligence (ppt), *STE Mr. Gerard Gasquet*
- Competence-based approach in higher education curricula: Lithuanian case (ppt), *STE Ms. Inga Juknytė-Petreikienė*
- Criteria and indicators for external evaluation in Azerbaijan, *STEs Mr. Bruno Curvale (FR), Ms. Eliane Kotler (FR), Mr. Almantas Šerpatauskas, Ms. Jolanta Silka (LV)*
- New template_State Standard for Physics_Bachelor&Master (including annexes), *STE Ms. Inga Juknytė-Petreikienė*
- State Standard of the Study Field of Chemical Engineering_new version, *STE Ms. Inga Juknytė-Petreikienė*
- State Standard of the Study Field of Chemistry Teacher_new version, *STE Ms. Inga Juknytė-Petreikienė*
- State Standard of the Study Field of Physics_new version, *STE Ms. Inga Juknytė-Petreikienė*
- State Standard of the Study Field of Physics Teacher_new version, *STE Ms. Inga Juknytė-Petreikienė*
- Handbook on how to write learning outcomes
- Guideline for self-assessing the competence-orientedness and student-centeredness of a study programme
- Guidelines for preparation of self-evaluation report
- Competences for new version of Biology/Ecology study programme
- Competences for new version of Chemical engineering study programme
- Competences for new version of Chemistry teacher study programme
- Competences for new version of Geography study programme
- Competences for new version of Informatics/Math teacher study programme
- Competences for new version of Physics (Bachelor and Master) study programme
- Competences for new version of Computer engineering study programme
- Competences for new version of Electrical energy engineering study programme
- Competences for new version of Information technologies study programme
- Learning outcomes or student-cantered approach to teaching, learning and assessment in HE; *PPT, STE Inga Juknytė-Petreikienė*
- Handouts for workshops under Act.3.4 (four sheets of paper in total)
- Physics studies. Required competences; *PTT, STE Pilippe Turek*
- Sample syllabus in Physics

5th Quarter
- Biology/Ecology study programme_suggested version (competences)
- PPT on student-centered approach for the Activity 2.1
- Foreign Language Teacher study programme_BA+MA_suggested version
- Physics study programme_BA+MA_last version drafted by P. Turek
- PPT on writing learning outcomes based on CBA for the Activity 4.3

ACTIVITIES / PROJECT MONTH	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24
COMPONENT 2: not started yet																								
Act. 2.1 Develop and discuss concept of student-centred study programme curricula, which includes the basic parameters for the development and review of study programmes at institutional level													X											
Act. 2.2 Develop a methodological compendium on how learning outcomes are identified and designed, which will guide people responsible for development and review of curricula in implementing a student-centred approach															X									
Act. 2.3 Hold training workshops on innovative teaching, learning and assessment methods, including the allocation of credits based on learning outcomes and student workload in order to ensure that student-centred curricula are also implemented in practice																X								
Act. 2.4 Improve study programmes in the priority areas in pilot universities to incorporate learning outcomes and inform and raise awareness about these achievements												X												
COMPONENT 3:																								
Act. 3.1 Develop standards for programme accreditation in line with the European Standards and Guidelines for Quality Assurance in the European Higher Education Area					X																			
Act. 3.2 Undertake capacity building activities for relevant stakeholders to enhance their accreditation-related capacities							X																	
Act. 3.3 Create handbook on methodologies and requirements for self-evaluations of higher education institutions									X															
Act. 3.4 Hold a training workshop for higher education institutions on how to conduct self-evaluation processes										X														
Act. 3.5 Pilot universities undertake a self-evaluation of study programme in a priority area													X											
Act. 3.6 Conduct training for external reviewers, establish a pool of trained reviewers												X												
Act. 3.7 Undertake a mock accreditation at each pilot university for a study programme in a priority area																					X			
Act. 3.8 Organize study visit on best practise for external quality assurance in the European Higher Education Area for a minimum of 7 persons														X										

TIMING AND DELAYS IN MONTHS OF IMPLEMENTATION (the letter X stands for initial planning and cells highlighted in orange stand for actual implementation)

ACTIVITIES / PROJECT MONTH	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24
GENERAL ACTIVITIES																								
Kick-off Meeting		▓				▓																		
Steering Committee Meetings			X		X		X			X			X			X			X			X		
Closure Meeting																							X	X
COMPONENT 1:																								
Act. 1.1 Improvement of concept and methodology for competence-based education standards		▓	X																					
Act. 1.2 Identify three priority areas for the improvement of competence-based education standards on the basis of economic and social relevance, which includes an assessment of the contribution of sectors to the GDP and an analysis of the employability of graduates				X	▓																			
Act. 1.3 Assess and review the current system for using labour market data and skills forecasting within the Ministry of Education			▓	X																				
Act. 1.4 Develop methodology to transform labour market data into discipline specific education requirements					X	▓																		
Act. 1.5 Development of recommendations for education standards for qualifications for programmes in the priority areas (incl. legislative arrangements) with a view to describing achievements based on competences and skills, considering the AzQF					▓		X	X ▓		▓	▓													
Act. 1.6 Devise methodology for developing national classifications of specialities in higher education									X				▓											
Act. 1.7 Develop national classifications of specialities in the priority areas										X				▓										
Act. 1.8 Awareness raising activity on the benefits of competence-based education to support the implementation of student-centred curricula as part of the educational reforms													X											
Act. 1.9 Organise study visit on best practise for competence based education system									X	▓														

Recuperation of delays

The **Activity 1.7** *Improve national classifications of specialities in the priority areas,* which was originally planned for the tenth month (mid-January – mid-February 2019) of the project, was implemented in the fourteenth month (from mid-May - mid June 2019).

The Activity 2.1 *Develop and discuss concept of student-centered study programme, which includes the basic parameters for the development and review of study programme at institutional level,* which was originally planned for the thirteenth month (mid-April – mid-May 2019) of the project, was implemented in the fifteenth month (mid-June – mid-July 2019).

The **Activity 3.5** *Support for self-evaluation report writing,* which was originally planned for the thirteenth month (mid-April – mid-May 2019) of the project, was implemented in the fifteenth month (mid-June – mid-July 2019).

Activities planned for this quarterly period, but postponed to the next QR or later time

Activity 3.8 *Organize study visit on best practise for external quality assurance in the European Higher Education Area for a minimum of 7 persons* initially planned for the fourteenth month, is delayed for later period since the BC has asked to prioritize revision of state study programmes in pilot areas and pilot evaluation of pilot study programmes and finalize them as soon as possible.

Activities performed with advance

No Activity was performed with advance.

2E. ASSESSMENT

Overall assessment of progress

In general, the project progresses smoothly. Some issues could however be mentioned:

Issues

1. The BC asked that the selected **SSSP** would undergo the **revision by experts coming from relevant fields.** This was not foreseen in the initial ToR of the project which focus on the tuning with the AzQF and a shift towards competence-based approach. The current pool of short-term experts contains field experts for certain fields, but do not cover all pilot areas. New experts will be added to the pool of short-term experts of the project.
2. **Important work was delivered under the Component 3** and all pilot universities produced self-evaluation reports in both Azeri and English (in total **24 reports were collected**). Although the quality of some reports could still be improved, the project considers that it is a learning process and that the unequal quality of SERs is a natural phenomenon in the learning process.

Recommendations

- Despite a heavy agenda of project missions and activities with HEIs, more time shall be devoted to meetings with key stakeholders of the project (MoE) in order to discuss the project progress and deliverables.

Outlook to the next quarter

The **next step of project** implementation will be:
- to continue progress on the **revision of SSSP for selected programmes** (Component I&2);
- to organising **trainings for external evaluations** (Component 3),
- to continue progress on **legislative documents revision** (Component 4),
- support **student-centred approach in pilot programmes** (Component 2).

ACTIVITIES / PROJECT MONTH	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24
Act. 3.9 Organize study visit to the EU member state on best practise for student-centeredness of study programmes for a minimum of 7 persons																	X							
COMPONENT 4																								
Act. 4.1 Assess the current legal and regulatory framework on education standards, quality assurance, credits and recognition of parts of studies												X												
Act. 4.2 Assess the recognition practices in the pilot universities and develop proposals for changes to reflect recognition based on learning outcomes and in line with European best practices														X										
Act. 4.3 Review the legal and regulatory framework for recognition and, if required, amend in accordance with European best practices													X											
Act. 4.4 Amend the legal provisions on the credit system to reflect that credits are based on learning outcomes and student workload																					X			
Act. 4.5 Assess the university governance system in three pilot universities with a view to ensuring the best approaches that support the development and review of student-centred curricula, through the participation of students in university governance, and develop proposals to enhance the system																						X		
Act. 4.6 Further reinforce knowledge about quality assurance in line with the European Standards and Guidelines for Quality Assurance in the European Higher Education Area and practices from international accreditations to ensure the application of the notion of student-centeredness																							X	

The following **activities should be progressed through during the QP6**:

COMPONENT 1:
- **Act. 1.5.5** Provide recommendations for improvement of education standards for qualification for programmes in the priority areas (incl. legislative arrangements) with a view to describing achievements based on competences and skills, considering the AzQF (Ecology, Geography, Information Technologies)
- **Act. 1.5.6** Provide recommendations for improvement of education standards for qualification for programmes in the priority areas (incl. legislative arrangements) with a view to describing achievements based on competences and skills, considering the AzQF (Biology)
- **Act. 15.7** Provide recommendations for improvement of education standards for qualification for programmes in the priority areas (incl. legislative arrangements) with a view to describing achievements based on competences and skills, considering the AzQF (Primary School Teacher, Math Teacher, Informatics Teacher)

COMPONENT 3:
- **Act. 3.6.1** Conduct training for external reviewers, establish a pool of trained reviewers
- **Act. 3.6.2.** Conduct training for external reviewers, establish a pool of trained reviewers

Confirmed Missions for 6ᵗʰ Quarter

09.09-13.09.2019	**Act. 3.6.1** Conduct training for external reviewers, establish a pool of trained reviewers **STEs:** Ms. Rasa Penkauskiene (LT), Ms. Jolanta Silka (LV)
23.09-27.09.2019	**Act. 1.5.5** Provide recommendations for improvement of education standards for qualification for programmes in the priority areas (incl. legislative arrangements) with a view to describing achievements based on competences and skills, considering the AzQF (Ecology, Geography, Information Technologies) **STEs:** Ms. Dovilė Krupickaitė (LT), Mr. Audrius Lopata (LT), Mr. Maris Klaviņš (LV)
30.09.-04.10.2019	**Act. 1.5.6** Provide recommendations for improvement of education standards for qualification for programmes in the priority areas (incl. legislative arrangements) with a view to describing achievements based on competences and skills, considering the AzQF (Biology) **STE:** Ms. Meza Trine Johanson (LT)
30.09-04.10.2019	**Act. 3.6.2.** Conduct training for external reviewers, establish a pool of trained reviewers **STEs:** Ms. Eliane Kotler (FR), Ms. Michelle Houppe (FR)
07.10-11.10.2019	**Act. 1.5.7** Provide recommendations for improvement of education standards for qualification for programmes in the priority areas (incl. legislative arrangements) with a view to describing achievements based on competences and skills, considering the AzQF (Primary School Teacher, Math Teacher, Informatics Teacher) **STEs:** Dr. Ineta Helmane (LV), Dr. Antra Ozola (LV), Dr. Jãnis Mencis (LV)

Any other issues:

- 6ᵗʰ **Project Steering Committee Meeting** is suggested to take place in **the end of November 2019** (tentatively on Nov. 28ᵗʰ).

Name of services / goods purchased or direct costs	Date(s) of services	Invoice number	Date of invoice	Breakdown and clarification	Paid in local currency	INFOEURO exchange rate	Paid in EUR	Amount foreseen in original budget	Amount introduced by SLt	Contingencies
Resident Twinning Advisor remuneration Mrs Elizaveta Bydanova (24 months)										
Basic salary and non-wage labour costs	14/04/2019-14/07/2019	Payroll from CIEP	24/04/2019 27/05/2019 24/06/2019	Basic salary :2454,86Euros non-wage labour costs: 2201,86 Euros 3x*4656,72 Euros			13970,16 €	14400,00 €		
6% of salary and non-wage labour costs	14/04/2019-14/07/2019	Payroll from CIEP		6,00%			838,21 €	864,00 €		
Sub-Total RTA Remuneration							14808,37 €	15264,00 €		
RTA Allowances										
Daily allowances (50%)	14/04/2019-14/07/2019	Invoice 10 Invoice 11 Invoice 12	09/04/2019	92 days * 146,50 Euros			1347,00 €	13 478,00 €		
Health and accident insurance for RTA	14/04/2019-14/07/2019	MAAF INSURANCE INVOICE 175583057S		INSURANCE FEES (54,26+8,53+16,59Euros) *3 months			238,14 €	600,00 €		
Accommodation	14/04/2019-14/07/2019	Lease agreement					3000,00 €	3000,00 €		
Monthly allowance for APEC return trip	14/04/2019-14/07/2019	Invoice 10 Invoice 11 Invoice 12					2100,00 €	2100,00 €		
RTA Office Cost (including office stationery, Telephone, internet)										
Sub-Total RTA Allowances							18816,14 €	19178,00 €		
RTA and Languages assistants										
RTA LANGUAGE ASSISTANT Tarlan ARZUMANOV	START OF CONTRACT 29/05/2018	Invoice F04-2019/F05-2019/F06-2019		(1400 Euros*3 months)			4200,00 €	4200,00 €		

	START OF CONTRACT	Invoice				
RTA ASSISTANT [Aytaj ATAKISHIEVA]	01/06/2018	F 11-2019/F12-2018/F13-2019		(1400 Euros*3 months)	4 200,00 €	4 200,00 €
Sub total RTA Assistants					8400,00 €	8400,00 €
				Project coordination cost		

STEERING COMMITTEE N.4

	START OF CONTRACT	Invoice	Date	Description		
Bruno CURVALE, Senior MS PL (FR) Paris-Baku				Arrival Paris-Baku 19/05/2019 at 18:35 Departure Baku-Paris 22/02/2019 at 15:00		
Fees -STE Cat II	20-21/05/2019	Payroll from CIEP	27/05/2019	2 days*350 Euros	700,00 €	700,00 €
Project Management Cost	20-21/05/2019			1,5*(1days*350 Euros)	1 050,00 €	1 050,00 €
Perdiem	19-21/05/2019	Depl 1889		3days*293 Euros	879,00 €	879,00 €
International travel	1-22/05/2019	JANCARTHIER INVOICE F001091121 5	07/05/19	Airticket [PARIS - BAKU - PARIS] eco class 1X(630,56 Euros)	630,56 €	700,00 €
		AE 101146941		VISA 1*24 USD	21,12 €	
Giedrius VILIUNAS, Junior MS PL (LT) Vilnius-Baku Steering Committe 12/07/18	12-13/07/18			Arrival Vilnius-Baku the 11/07/2018 at 14:10 Departure Baku-Vilnius the 13/07/2018 at 05.10		
Fees -STE Cat II (correction from first trimester)	12-13/07/18	Pay roll 160/A Just on day paied to Gedrius Viliunas	23/07/2018	0,5*days*350€	-175,00 €	-175,00 €
Project Management Cost (correction from first trimester)	12-13/07/18			1,5*(0,5*days*350€)	-262,50 €	-262,50 €
Giedrius VILIUNAS, Junior MS PL (LT) Vilnius-Baku				Arrival Vilnius-Baku the 19/05/2019 at 14:00 Departure Baku-Vilnius the 22/05/2019 at 15:00		

Item	Date range	Document	Date	Details	Units	Rate	Amount	Amount	
Fees -STE Cat II	20-21/05/2019	Pay roll 300845435	31/05/2019	2*days*350 Euros			700,00 €	700,00 €	
Project Management Cost	20-21/05/2019			1,5*(1days*350 Euros)			1 050,00 €	1 050,00 €	
Perdiem	19-21/05/2019	Time Sheet	17/05/2019	3*days*293 Euros			879,00 €	879,00 €	
International travel	19-22/05/2019	Invoice West express n° 1282125	03/05/2019	Airticket [VILNIUS- BAKU - VILNIUS] , eco class 1X(518 Euros)			518,00 €	700,00 €	
		Evisa AE101353817	30/04/2019	VISA 1*24 USD	24usd	0,89142	21,39 €		
Baiba RAMINA, Junior MS PL (LV) Riga - Baku				Arrival Riga-Baku the 19/05/2019 at 20:25 Departure Baku-Riga the 22/05/2019 at 15:00					
Fees -STE Cat II	19-22/05/2019	Payroll 5,1	31/05/2019	1*2 day*350 Euros			700,00 €	700,00 €	
Project Management Cost	19-22/05/2019			1,5*(1*1day*350 Euros)			1 050,00 €	1 050,00 €	
Perdiem	19-21/05/2019	Invoice Hotel Austin Hotel 27635	30/05/2019	3*days*293 Euros			879,00 €	879,00 €	
International travel	19-22/05/2019	INVOICE BALTATOUR 446	15/05/2019	Airticket [RIGA - BAKU - RIGA] , eco class 1X(843,40 Euros)			700,00 €	700,00 €	165,31
		Visa AE101380685	12/05/2019	VISA 1X (21,91 Euros)					
Sub-Total co-ordination cost							9 340,57 €	9 549,50 €	165,31 €
				Project activities					
				Result 1: Selected National Education Standards are aligned to include a competence-based focus					
				Devise methodology for developing national classifications of specialities in higher education					
G. JAKSTAS Vilnius-Bakou	22-26/04/2019			Arrival Vilnius-Baku the 21/04/2019 at Departure Baku-Vilnius the 27/04/2019 at					
Fees -STE Cat II	22-26/04/2019	Payroll 300845435	avr.-19	5 days*250Euros			1 250,00 €	1 750,00 €	
Project Management Cost	22-26/04/2019			1,5*(5days*250 Euros)			1 875,00 €	1 875,00 €	
Perdiem	21-26/04/2019	Time Sheet	12/04/2019	1*6days*293Euros			1 758,00 €	1 758,00 €	

Item	Period	Reference	Date	Description	Orig. amount	Rate	Amount (€)	Total (€)
International travel	23-30/06/2019	Invoice Jancarthier F0010918304	27/05/19	Airticket [PARIS - BAKU - PARIS], eco class 1X(515,20 Euros)			515,20 €	700,00 €
		EVisa AE101488064	17/06/19	VISA (1*24 USD)	$24,00	0,89935	21,44 €	
		Ticket Public transport sncf	23-30/06/2019	2*14,05€			29,00 €	
I.Grigoryeva (LV) Riga -Bakou				Arrival Riga-Baku 23/06/2019 at 14:00 Departure Baku-Riga 29/06/2019 at 05:00				
Fees -STE Cat II	24-28/6/2019	Payroll 6,1	28/06/2019	5 days*250 Euros			1 250,00 €	1 750,00 €
Project Management Cost	24-28/6/2019			1,5*(5days*250 Euros)			1 875,00 €	1 875,00 €
Perdiem	23-28/6/2019	Invoice Downtown Apartment	03/07/2019	1*6days*293Euros			1 758,00 €	1 758,00 €
International travel	23-29/06/2019	Invoice No 536 (Baltatour)	30.05.2019	Airticket [RIGA - BAKU - RIGA], eco class 1X(415,20 Euros)			415,20 €	700,00 €
		E-Visa No AE101491581	18/06/19	VISA (1*21,94Euros)			21,94 €	
Ilona Kazlauskaité (LT) Vilnius-Bakou				Arrival Vilnius-Baku 23/06/2019 at 03:55 Departure Baku-Vilnius 29/06/2019 at 15:00				
Fees -STE Cat II	24-28/06/2019	Payroll FR2019	23/06/2019	5 days*350 Euros			1 750,00 €	1 750,00 €
Project Management Cost	24-28/06/2019			1,5*(5days*350 Euros)			2 625,00 €	2 625,00 €
Perdiem	23-28/06/2019	Time sheet	05/03/2019	1*6days*293Euros			1 758,00 €	1 758,00 €
International travel	23-29/06/2019	Invoice Zip travel n° 0023183	30/05/19	Airticket [VILNIUS - BAKU - VILNIUS], eco class 1X(588,53 Euros)			588,53 €	700,00 €
		EVisa AE1101493068	14/06/19	VISA (1*24 USD)	24usd	0,8935	21,44 €	
		Invoice Royal Palace Hotel	23/06/19	Taxi (1*23 AZN)	23azn	0,52559	12,09 €	
Total Activity 2.1							17 523,84 €	18 999,00 €

0,00 €

Develop a methodological compendium on how learning outcomes are identified and designed, which will guide people responsible for development and review of curricula in implementing a studentcentred

Item	Date	Reference	Date	Description	USD	Rate	Amount €	Amount €	Total
International travel	21-27/04/2019	Invoice West express n° 1450193/127 7226	29/03/2019- 18/04/2019	Airticket (VILNIUS - BAKU -VILNIUS) eco class 1X(516,81+371,20Euros)			700,00 €	700,00 €	298,4
		Evisa AE10130167 6	08/04/19	VISA (1*24USD)	24$	0,89			
		Evisa AE10132146 4	14/04/19	VISA (1*89Euros)					
Total 1,6							5 583,00 €	6 083,00 €	298,40 €
Develop national classifications of specialities in the priority sectors									
Philippe TUREK (FR)				Arrival Strasbourg-Baku the 09/06/2019 at 20:25 Departure Baku-strasbourg the 15/06/2019 at 04:30					
Fees -STE Cat II	10-14/06/2019	Payroll from CIEP		5 days*250Euros			1 250,00 €	1 250,00 €	
Project Management Cost	10-14/06/2019			1,5*(5days*250 Euros)			1 875,00 €	1 875,00 €	
Perdiem	09-14/06/2019	Depl: 9561		1*6days*293Euros			1 758,00 €	1 758,00 €	
International travel	09-15/06/2019	Invoice JANCARTHIER F- 0010918800	28/05/19	Airticket (STRASBOURG-FRANKFURT - BAKU - FRANKFURT- STRASBOURG), eco class 1X(1081,79+110,88Euros)			700,00 €	700,00 €	514,19
		EVisa AE11014470 08	31/05/2019	VISA (1*24USD)	$24,00	0,89686			
Total 1.7							5 583,00 €	5 583,00 €	514,19 €
Sub-total component 1							11 166,00 €	11 666,00 €	812,59 €
Pilot study programme curricula in priority sectors are improved to be more student-centred									
Develop a methodological compendium on how learning outcomes are identified and designed,which will guide people responsible for development and review of curricula in implementing a student- centred									
Mourad Attarca (fr) Paris-Bakou				Arrival Paris-Baku 23/06/2019 at 18:35 Departure Baku-Paris 30/06/2019 at 06:30					
Fees -STE Cat II	24-28/06/2019	Payroll from CIEP	31/07/2019	5 days*250 Euros			1 250,00 €	1 750,00 €	
Project Management Cost	24-28/06/2019			1,5*(5days*250 Euros)			1 875,00 €	1 875,00 €	
Perdiem	23-28/06/2019			1*6days*293Euros			1 758,00 €	1 758,00 €	

	Date range	Reference	Date	Description	Qty	Rate	Amount	Total
T.Koke (LV) Riga -Bakou		Travel by car		Travel by car + parking 1*(124,64euros+80 euros)				
Fees -STE Cat II	20-24/05/2019	Payroll N°aa2019/10-004	30/05/2019	Arrival Riga-Baku 19/05/2019 at 03:35 Departure Baku-Riga 25/05/2019 at 05:00 — 5 days*350 Euros			1 750,00 €	1 750,00 €
Project Management Cost	20-24/05/2019			1,5*(5days*350 Euros)			2 625,00 €	2 625,00 €
Perdiem	19-24/05/2019	Invoice Austin hotel N°27727	06/06/2019	1*6days*293Euros			1 758,00 €	1 758,00 €
International travel	19-25/05/2019	Invoice Battatur N° 407	25/04/19	Airticket [RIGA - BAKU - RIGA] , eco class 1X(551,20 Euros)			551,20 €	700,00 €
		EVisa AE101362187	02/05/19	VISA (1*22,11 Euros)			22,11 €	
	20-24/05/2019	Invoice Taxi Austin Hotel 27727	24/05/19	Taxi (2*25AZN)	50azn	0,52757	26,38 €	
Pierre COLLET (FR)				Arrival Strasbourg-Baku the 02/06/2019 at 20:25 Departure Baku-strasbourg the 08/06/2019 at 04:30				
Fees -STE Cat II	03-07/06/2019	Payroll from CIEP		5 days*250Euros			1 250,00 €	1 250,00 €
Project Management Cost	03-07/06/2019			1,5*(5days*250 Euros)			1 875,00 €	1 875,00 €
Perdiem	02-07/06/2019	Depl: 9923		1*6days*293Euros			1 758,00 €	1 758,00 €

Name / Description	Period	Reference	Date	Details	Qty / Unit	Rate	Amount	Total
Philippe Turek (fr) Paris-Bakou				Arrival Strasbourg-Baku 07/04/2019 at 20:25 Departure Baku-Strasbourg 13/04/2019 at 04:30				
Fees -STE Cat II	08-12/04/2019	Payroll from CIEP	28/04/2019	5 days*250 Euros			1 250,00 €	1 750,00 €
Project Management Cost	08-12/04/2019	Payroll from CIEP		1,5*(5days*250 Euros)			1 875,00 €	1 875,00 €
Perdiem	07-12/04/2019	Invoice Hotel the landmark 120362		1*6days*293Euros			1 758,00 €	1 758,00 €
International travel	07-13/04/2019	Invoice JANCARTHIER F-0010895339 F-0010891794 F-0010891793	14/03/2019 05/03/2019 05/03/2019	Airticket [STRASBOURG - BAKU - STRASBOURG], eco class 1X(592,79+3,96 Euros)			596,75 €	700,00 €
		EVisa AE11012281 47	13/03/19	VISA (1*24 USD)	24usd	0,87827	21,08 €	
Eckart Hoetzel (fr) Strasbourg-Bakou				Arrival Strasbourg-Baku 19/05/2019 at 21:05 Departure Baku-Strasbourg 25/05/2019 at 04:55				
Fees -STE Cat II	20-25/05/2019	Payroll from CIEP	30/06/2019	5 days*250 Euros			1 250,00 €	1 750,00 €
Project Management Cost	20-25/05/2019	Payroll from CIEP		1,5*(5days*250 Euros)			1 875,00 €	1 875,00 €
Perdiem	19-24/05/2019	Time sheet	05/03/2019	1*6days*293Euros- 153,83€			1 604,17 €	1 758,00 €
International travel	19-25/05/2019	Invoice Mytrip.com AEI-B-7522782	13/03/19	Airticket [Frankfurt-Baku - Frankfurt], eco class 1X(621,79 Euros)			700,00 €	700,00 €
		EVisa AE10111121 2	07/03/19	VISA (1*24 USD)	24usd			
		Taxi	19/05/19	Invoice Taxi N°046630 1*35azn	35azn			
		Taxi	24/05/19	Invoice AUSTIN Hotel N° 27807 1*25azn	25azn			179,16 €

Nora Skrabuskeine (LT) Riga -Bakou	04/05/2019	Invoice booking n° 13636679	03/05/2019	Taxi (1*16,15 Euros)			16,15 €	
Fees -STE Cat II	29/04-03/05/2019	Payroll FR 2019	15/05/2019	5 days*350 Euros			1 750,00 €	1 750,00 €
Project Management Cost	29/04-03/05/2019			1,5*(5days*350 Euros)			2 625,00 €	2 625,00 €
Perdiem	28/04-03/05/2019	Time sheet	26/04/2019	1*6days*293Euros			1 758,00 €	1 758,00 €
International travel	28/04-04/05/2019	Invoice ZIP Travel n°0022627	04/04/19	Airticket [VILNIUS - BAKU - VILNIUS], eco class 1X(652,77 Euros)			652,77 €	700,00 €
		EVisa AE101309708	10/04/19	VISA (1*24USD)	24usd	0,89142	21,39 €	
Total 3,4							13 648,55 €	13 666,00 €

International travel	02-08/06/2019	Invoice JANCARTHIER F-0010916675	22/05/19	Airticket [STRASBOURG - BAKU - STRASBOURG], eco class 1X(817,79Euros)			700,00 €	700,00 €	117,79
		EVisa AE		VISA (1*24USD)				296,95 €
Total 2,1							23 245,69 €	24 582,00 €
Subtotal Component 2							40 769,53 €	43 581,00 €	296,95 €

Result 3: The quality assurance system is further developed to reflect the student-centeredness of study programmes

Develop standards for programme accreditation in line with the European Standards and Guidelines for Zuality Assurance in the European Higher Education Area

Asnate. Kazoka (LV)				Arrival Riga-Baku the 10/03/2019at 04:50 Departure Baku-Riga the 16/03/2019 at 05:50				
International travel	10-16/03/2019	Taxi Invoice Hotel SQUARE INN	10/03/19	Taxi (1*35azn)	35,00 €	0,51663	18,08 €	700,00 €
J.Butkeine (LV) Riga -Bakou				Arrival Riga-Baku 28/04/2019 at14:05 Departure Baku-Riga 04/05/2019 at 05:00				
Fees -STE Cat II	29/04-02/05/2019	Payroll FR 2019	15/05/2019	5 days*350 Euros			1 750,00 €	1 750,00 €
Project Management Cost	29/04-02/05/2019			1,5*(5days*350 Euros)			2 625,00 €	2 625,00 €
Perdiem	28/04-02/05/2019	Time sheet	26/04/2019	1*6days*293Euros			1 758,00 €	1 758,00 €
International travel	28/04-04/05/2019	Invoice Zip Travel 0022628	04/04/19	Airticket [VILNIUS - BAKU - VILNIUS], eco class 1X(652,77 Euros)			652,77 €	700,00 €
		EVisa AE101111212	04/04/19	VISA (1*24 USD)	24azn	0,89686	21,39 €	

Jolita Butkiene (LT) Vilnius -Bakou				Arrival Vilnius-Baku the 16/06/2019 at 14:00 Departure Baku-Vilnius the 22/06/2019 at 05:00				
Fees -STE Cat I	17-21/06/2019	Payroll FR 2019	05/07/2019	5 days*350Euros			1 750,00 €	1 750,00 €
Project Management Cost	17-21/06/2019			1,5*(5days*350 Euros)			2 625,00 €	2 625,00 €
Perdiem	16-21/06/2019	Time sheet	18/06/2019	1*6 days*293Euros			1 758,00 €	1 758,00 €
International travel	16-22/06/2019	Invoice Zip Travel N° 0023121	27/05/19	Airticket [VILNIUS - BAKU - VILNIUS], eco class 1X(540,97Euros)			540,97 €	700,00 €
		EVisa EA101432261	28/05/19	VISA 1*83USD	83$	0,89686	74,44 €	
Nora Skrabuskeine (LT) Vilnius -Bakou				Arrival Vilnius-Baku the 16/06/2019 at 14:00 Departure Baku-Vilnius the 22/06/2019 at 05:00				
Fees -STE Cat I	17-21/06/2019	Payroll FR 2019	05/07/2019	5 days*350Euros			1 750,00 €	1 750,00 €

Pilot universities undertake a self-evaluation of a study programme in a priority area

Jolanta Silka (LV)								51,77
Fees -STE Cat I	17-21/06/2019	Payroll n-6,1	28/06/2019	Arrival Riga-Baku the 16/06/2019 at 05:35 Departure Baku-Riga the22/06/2019 at 08:35	5 days*350 Euros	1 750,00 €	1 750,00 €	
Project Management Cost	17-21/06/2019				1,5*(5days*350 Euros)	2 625,00 €	2 625,00 €	
Perdiem	16-21/06/2019	Invoice airbnb	03/07/2019		1*6 days*293 Euros	1 758,00 €	1 758,00 €	
International travel	16-22/06/2019	Invoice Baltatur N°532	30/05/2019		Airticket [RIGA- BAKU - RIGA], eco class 1X(679,80 Euros)	700,00 €	700,00 €	
		Evisa EA101476731	11/06/2019		VISA (1*21,97Euros)			
		Invoice Owl tourism & study	16-22/06/2019		Taxi 1*50Euros			

Per Diems LT	26/05-01/06/2019	Avance aa2019-052	26/05/19	9 persons x3days x183 Euros	4 941,00 €	4 941,00 €	
Per Diems LV				9 persons*3days*211 Euros	5 697,00 €	5 697,00 €	
Incidental Costs	26/05-01/06/2019			9 persons*6 days *10 Euros	540,00 €	540,00 €	
International travel for interpreter/ RTA-A (Inc Visa Costs)	26/05-01/06/2019	Delta Interservis Invoice N°163051	24/04/19	1*631,37 Euros	631,37 €	700,00 €	
Local Travel (Intercity Travel - not covered by per diem)	27/05/2019	Invoice Transporta Pakalpojumi 12751/5-2019	27/05/19	1*60 Euros	60,00 €	1 200,00 €	
Total Act. 3.8					15 469,60 €	18 678,00 €	
Sub-total Component 3					49 432,53 €	52 843,00 €	51,77 €

Activity 4.3. Review the legal and regulatory framework for recognition

Project Management Cost	17-21/06/2019			1,5*(5days*350 Euros)	2 625,00 €	2 625,00 €
Perdiem	16-21/06/2019	Time sheet	18/06/2019	1*6 days*293 Euros	1 758,00 €	1 758,00 €
International travel	16-22/06/2019	Invoice ZIP Travel No 0023122	27/05/19	Airticket [VILNIUS - BAKU - VILNIUS] , eco class 1X(540,97 Euros)	540,97 €	700,00 €
		EVisa AE10141040 9	20/05/19	VISA 1*59 Euros	59,00 €	
Total 3,5					20 314,38 €	20 499,00 € · 51,77

Activity 3.8. Organize study visit on best practise for external quality assurance in the European Higher Education Area for a minimum of 7 persons /Study visit to Latvia and Lithuania (7 participants + interpreter; 6 nights for each visit)

Travel costs and visa for BC participants (Azerbaijan-Lithuania/Latvia-Azerbaijan)	26/05-01/06/2019	Invoice Baltatur 396,397,398, 399,400,401, 402, 435	23/04/20 19 03/05/20 19	1*(428,37+428,37+453,64+449,37+449 ,37+449,37+449,37+449,37+492,37)	3 600,23 €	5 600,00 €
	26/05-01/06/2019	Evisa		5 persons x 35Euros	0,00 €	0,00 €

Description	Period	Document	Date	Details	Amount	Amount	
Project Management Cost	13-17/05/2019			1,5*(5days*250 Euros)	1 875,00 €	1 875,00 €	
Perdiem	12-17/05/2019	Time sheet	08/05/2019	1*6 days*293Euros	1 758,00 €	1 758,00 €	
International travel	12-18/05/2019	Invoice Zip Travel No Ticket Bagage	08/04/ 12/05/2019	Airticket [VILNIUS- BAKU - VILNIUS] , eco class 1X(663,53+60Euros)	700,00 €	700,00 €	44,92
		Evisa AE10135693 6	29/04/19	VISA 1X(24USD)	24USD	0,89686	
Leonas Blasevicius (LT) Vilnius -Baku				Arrival Vilnius-Baku the 24/06/2019at 01:20 Departure Baku-Vilnius the 29/06/2019 at 04:55			
Fees -STE Cat I	24-28/06/2019	Payroll FR 2019	05/07/2019	5 days*250 Euros	1 250,00 €	1 250,00 €	
Project Management Cost	24-28/06/2019			1,5*(5days*250 Euros)	1 875,00 €	1 875,00 €	
Perdiem	24-28/06/2019	Time sheet	21/06/2019	1*6 days*293Euros	1 758,00 €	1 758,00 €	

Jean-Luc Lamboley Paris-Bakou			Arrival Lyon-Baku the 12/05/2019at 21:05 Departure Baku-Paris the 18/05/2019 at 06:30			
Fees -STE Cat I	13-17/05/2019	Payroll from CIEP	5 days*250 Euros		1 250,00 €	1 250,00 €
Project Management Cost	13-17/05/2019		1,5*(5days*250 Euros)		1 875,00 €	1 875,00 €
Perdiem	12-17/05/2019	Depl: 9848	1*6 days*293 Euros		1 758,00 €	1 758,00 €
International travel	12-18/05/2019	Invoice Jancarthier F0010906769	18/04/19	Airticket [LYON - BAKU - PARIS] , eco class 1X(540,05 Euros)		540,05 €	700,00 €
		Evisa	07/03/19	VISA 1*24 USD	24usd	0,87827	21,08 €
Kristina Sutkute (LT) Vilnius-Baku			Arrival Vilnius-Baku the 12/05/2019at 21:05 Departure Baku-Vilnius the 18/05/2019 at 04:55			
Fees -STE Cat I	13-17/05/2019	Payroll FR 2019	30/05/2019	5 days*250 Euros		1 250,00 €	1 250,00 €

International travel	23-29/06/2019	Invoice Zip Travel No 0023238	06/06/19	Airticket [VILNIUS- BAKU -VILNIUS] , eco class 1X(478,58Euros)			478,58 €	700,00 €		
		Evisa AE10148653 2	12/06/19	VISA 1X(24USD)	$24, 00	8935	21,44 €			
		Airport service N° 457	24/06/19	Taxi 1*40AZN	40az n	52559	21,04 €			
Total Activity 4.3							16 431,19 €	16 749,00 €		44,92 €
Sub-total Component 4							16 431,19 €	16 749,00 €	0,00 €	44,92 €
Total 5er quarterly report							169 164,33 €	177 230,50 €	0,00 €	1 371,54 €

Section 4: Annexes (Mission reports)

1) Mission Report of Activity 1.6
(2011). Classification of Bachelor study programmes.
(2019). Classification of Bachelor study programmes.
(2011). Classification of Master level specialities.
BA 2011 vs 2019 lvl 1.xlsx
BA 2011 vs 2019 lvl 2.xlsx
BA 2011 vs 2019 lvl 3.xlsx
BA 2011.xlsx
BA 2019.xlsx
MA 2011.xlsx
BA vs MA (2011) lvl 1.xlsx
BA vs MA (2011) lvl 2.xlsx
presentation april 23.pptx
presentation april 26.pptx

2) Mission Report of Activity 3.4.2
1. Most important points for self-evaluation report
2. Three examples of self-evaluation reports
3. Lists of participants from the round tables held at pilot universities

3) Mission Report of Activity 4.3
First three annexes are included into the main text of the report.
Annex IV: Lists of workshop participants

4) Mission Report of Activity 2.4.2
Annex I: Amended State Standard of Foreign Language Teacher
Annex II: Lists of participants

5) Mission Report of Activity 3.8
No annexes are added to this (study visit) report.

6) Mission Report of Activity 2.4.3
Annex I Recommendations for the State Standard of Computer Science
Annex II List of participants from the meeting held with employers

7) Mission Report of Activity 1.7
Annex 1. Presentation of the B. Sc. and M. Sc. in Physics curricula offered at Unistra.
Annex 2. Revised version of the survey to be launched by faculty staffs.
Annex 3. National nomenclature of B. Sc. and M. Sc. in Physics (France).
Annex 4. Revised draft of the National Standards for B. Sc. and M. Sc. in Physics.

8) Mission report of Activity 3.5
Annex I Genaral remarks for self-evaluation reports
Annex II Self-evaluation reports with remarks from experts

9) Mission report of Activity 2.1
Annexes are included into the main text of the report.

10)   Mission report of Activity 4.3
Annexes are included into the main text of the report.