



HEEACT

Higher Education Evaluation and
Accreditation Council of Taiwan

HEEACT Regulations

2020 revised edition

財團法人高等教育評鑑中心基金會

Table of Contents

Section I: General Regulations 1

1. Articles of Association 1
2. Regulations Governing the Review of Appeals of Institutional Accreditation Results and Other Quality Assurance Related Queries 9
3. Ethical Guidelines for Reviewers 16

Section II : Institutional Accreditation 21

1. Regulations Governing Accreditation Procedures for Higher Education Institutions 21
2. Regulations Governing Follow-Up Accreditation and Re-Accreditation of Higher Education Institutions 24
3. Guidelines Governing the Appointment of Reviewers and Accreditation Recognition Committee Members for Institutional Accreditation 26
4. Regulations Governing the Handling of Feedback Provided by Higher Education Institutions 29

Section III : HEEACT Program Accreditation 31

1. Regulations Governing the HEEACT Program Accreditation of Higher Education Institutions 31
2. Enforcement Rules for the HEEACT Program Accreditation of Higher Education Institutions 34
3. Guidelines Governing the Appointment of Accreditation

Recognition Committee Members and On-Site Reviewers for the HEEACT Program Accreditation of Quality Assurance	39
4. Enforcement Rules for the Collection of HEEACT Program Accreditation Fees.....	42
5. Guidelines Governing the Overseas Program Accreditation and Quality Assurance Training Program.....	45
Section IV: Recognition of Self-Accreditation	47
1. Regulations Governing the Recognition of Self-Accreditation.....	47
2. Enforcement Rules for the Collection of Self-Accreditation Recognition Fees	53
Section V: Recognition of Quality Assurance Agencies •	57
1. Guidelines Governing the Recognition of Overseas and Domestic Quality Assurance Agencies	57

Section I: General Regulations



財團法人高等教育評鑑中心基金會

Higher Education Evaluation and Accreditation Council of Taiwan

Articles of Association

Approved at the 7th meeting of the inaugural Board of Trustees on August 17, 2006
Revisions approved at the 11th meeting of the inaugural Board of Trustees on June 13, 2007
Revisions approved at the 12th meeting of the inaugural Board of Trustees on October 5, 2007
Revisions approved at the 15th meeting of the inaugural Board of Trustees on June 11, 2008
Revisions approved at the 4th meeting of the second-term Board of Trustees on June 17, 2009
Revisions approved at the 6th meeting of the second-term Board of Trustees on December 9, 2009
Revisions approved at the 9th meeting of the second-term Board of Trustees on June 18, 2010
Revisions approved at the 12th meeting of the second-term Board of Trustees on March 17, 2011
Revisions approved at the 13th meeting of the second-term Board of Trustees on June 15, 2011
Revisions approved at the 3rd meeting of the third-term Board of Trustees on December 13, 2011
Revisions approved at the 5th meeting of the third-term Board of Trustees on June 26, 2012
Revisions approved at the 8th meeting of the third-term Board of Trustees on March 26, 2013
Revisions approved at the 12th meeting of the third-term Board of Trustees on March 31, 2014
Revisions approved at the 13th meeting of the third-term Board of Trustees on June 17, 2014
Revisions approved at the 2nd meeting of the fourth-term Board of Trustees on September 29, 2014
Revisions approved at the 4th meeting of the fourth-term Board of Trustees on March 26, 2015
Revisions approved at the 8th meeting of the fourth-term Board of Trustees on March 29, 2016

Article 1

The foundation is named “Higher Education Evaluation and Accreditation Council of Taiwan” (hereinafter “the Council”), and is organized in accordance with the Civil Code and Ministry of Education Guidelines Governing the Supervision and Approval of the Establishment of Foundations Engaged in Educational Work.

Article 2

The Council follows the basic principles of "Integrity, Professionalism, and Excellence" with the aim of enhancing the level of professionalism in the evaluation and accreditation of higher education in Taiwan, as well as raising the quality of higher education in Taiwan to meet the standards of advanced countries.

Article 3

The initial funds to establish the Council totaled NT\$30,300,000. These funds were donated jointly by the Ministry of Education and public and private universities and colleges in Taiwan. The Council may continue to accept donations, even after completing registration, as an incorporated foundation, and in accordance with the law.

Article 4

The registered address of the Council is 7F., No. 179, Sec. 1, Heping E. Rd., Da'an Dist., Taipei 106, Taiwan (R.O.C.). Based on operational needs, branch offices may be established domestically or internationally upon approved by the Ministry of Education.

Article 5

A Board of Trustees has been established to manage the Council. The powers of the Board of Trustees include:

1. To elect and dismiss the President of the Council;
2. To review the appointment and discharge of the Executive Director;
3. To raise, manage, and utilize funds;
4. To review and amend the Articles of Association and important regulations of the Council;
5. To review the annual budget and finalized accounts;
6. To dispose of funds and immovable assets;
7. To review operational plans and supervise promotional work;
8. To execute other powers of the Board of Trustees as stipulated in laws and regulations.

Article 6

The Board of Trustees is composed of between 15 and 19 Board members, including the following:

1. Eight representatives of agencies/organizations are ex-officio Board members and will be chosen as follows:
 - (1) The Ministry of Education appoints two Board members; and
 - (2) The Association of National Universities of Taiwan, the Association of Private Universities and Colleges, and the Association of Private Universities and Colleges of Technology each appoint 2 university presidents to serve as representatives.
2. One to three industry representatives who have an interest in higher education;
3. Six to eight scholars, or experts, appointed by the Ministry of Education;
4. With the exception of ex-officio Board members and members of the inaugural Board of Trustees, future Board members will be appointed by the preceding Board of Trustees.
5. Members of either gender must account for at least one-third of total Board members.
6. Board members must convene a meeting within thirty days of their appointment in order to nominate and elect a President.

After the inaugural Board of Trustees has been established, the Articles of Association, meeting minutes, and relevant documents must be submitted to the competent government authority for record-keeping, and the Council must complete registration as an incorporated foundation.

Article 7

Members of the Board of Trustees serve one four-year term. Three months before the expiration of a term, Board members who will serve on the next Board of Trustees must be elected. A Board member may be re-elected no more than once; the number of re-elected Board members must not exceed two-thirds of newly elected Board members. Under unique circumstances and only after the competent government authority has given its approval, this restriction does not apply. The transition of power between the out-going Board of the Trustees and the incoming Board of Trustees must occur at the scheduled time. If a new Board of Trustees has not been elected by the expiration of a term, the out-going Board members will continue executing their duties until the new Board members are elected and assume their posts.

If a Board member concurrently holds a position as a civil servant and this position changes during his/her term, he/she will not be calculated as a re-elected Board member.

If a Board member cannot complete his/her term, the Council may appoint an appropriate candidate to assume the position for the remainder of the term.

Article 8

Five members will be elected to serve as Board of Standing Committee. The group of Board of Standing Committee must include at least one representative of the Ministry of Education, one representative of the Association of National Universities of Taiwan, and one representative of the Association of Private Universities and Colleges.

One President will be elected by, and from among the Board of Standing Committee.

The President shall handle the general affairs of the Council, convene meetings of the Board of Trustees, serve as the public representative of the Council, and convene meetings of the Board of Standing Committee at non-routine intervals.

Resolutions adopted at a meeting of the Board of Standing Committee will be reported to the Board of Trustees for ratification.

If the President is incapable of executing his/her duties, he/she shall appoint one of the Board of Standing Committee to serve as his/her

representative. If the President is unable to appoint a representative, the Board of Standing Committee will elect a representative from amongst themselves.

Article 9

The Board of Trustees must convene at least two meetings annually. Extraordinary meetings may be convened when necessary. All Board members must attend Board meetings in person. When necessary, a Board member may be represented by another Board member holding a written proxy.

One Board member may represent no more than one other Board member at a Board meeting.

A Board member may submit a proposal for discussion two weeks before a Board meeting. After the proposal has been confirmed by the President, it may be raised at the Board meeting.

A Board meeting may be convened only with a majority of Board members in attendance. A resolution may be passed only by earning the support of a majority of the Board members in attendance. A resolution pertaining to subparagraphs one through six, of paragraph one in Article 5, must be passed by a Board meeting which is attended by at least two-thirds of Board members, thus having earned the support of a majority of Board members in attendance. This is then implemented after the approval of the competent government authority. This process applies also to subparagraph eight, which describes "Other powers of the Board of Trustees as stipulated in laws and regulations."

Meeting notification and the agenda describing the important items up for discussion described in the preceding paragraph must be submitted to all Board members one week before a Board meeting. They must also be reported to the Ministry of Education so that a representative may be assigned to attend and act as an adviser at the Board meeting. Within two weeks following a Board meeting, the meeting minutes and list of resolutions must be sent to each Board member and to the Ministry of Education.

If the President does not convene a Board meeting in accordance with regulations, a group of one-third of Board members may present a written request to convene a Board meeting, including the goals and purpose of the meeting. The President must convene a Board meeting within 10 days after receiving the request. If the President fails to send out a meeting notice within that time, the Board members, having initiated the request, may convene a Board meeting after receiving permission from the Ministry of Education.

Article 10

The Council will appoint three to five Supervisors from among the following groups:

1. One to two government representatives, including the Trustee of the Accounting Office at the Ministry of Education, or another representative with a similar background; and
2. Two to three scholars, or experts, including university presidents or scholars/experts in the fields of financial accounting or financial law.

With the exception of the Supervisors and government representatives serving on the inaugural Board of Trustees, future Supervisors will be appointed by the preceding Board of Trustees in accordance with the regulations specified in subparagraph two of the preceding paragraph. Members of either gender must account for no less than one-third of Supervisors.

If new Supervisors have not been elected after the term of out-going Supervisors expires, the term of out-going Supervisors will be extended until the new Supervisors are elected and assume their posts.

Article 11

Supervisors serve one four-year term. If a Supervisor is a government representative and his/her position within the government changes before his/her term expires, the Council may request the Ministry of Education to appoint a replacement. If a scholar or specialist serving as the representative is unable to serve out his/her term, the Board of Trustees will elect a replacement to serve out the remainder of the original term.

Article 12

The powers of Supervisors include:

1. To conduct audits of funds and bank savings;
2. To monitor financial conditions; and
3. To review final accounts.

Article 13

The positions of Board Members and Supervisors are unpaid, but holders of those positions may claim compensation for attendance and transportation costs.

Article 14

The Council will appoint one Executive Director to perform the orders of the Board of Trustees and handle the general affairs of the Council.

The Executive Director will be nominated by the President, approved by the Board of Trustees, and then appointed to the position after it has been reported to, and approved by, the competent government authority. When deemed necessary, a Deputy Executive Director may be appointed from among full-time staff at the Council and appointed after approved by the Board of Trustees.

The Council may set up branch offices and hire scholars or experts to serve as Consultants. A Consultant serves one three-year term. A Consultant will be recommended by the Executive Director and then appointed after the approval of the Board of Trustees.

The Council has established an Appeal Review Committee to handle the appeals of institutions that were evaluated by the Council. Regulations governing the organization and operations of the Appeal Review Committee will be drawn up separately and implemented after approval by the Board of Trustees.

In order to manage the evaluation and accreditation of special educational categories, the Council may establish an evaluation and accreditation committee for medical programs as well as other educational committees. Regulations for the organization and operation of these committees will be drawn up separately and implemented after being approved by the Board of Trustees. Based on the needs of growing operations, the Council may also establish committees to evaluate and accredit specific academic programs.

Article 15

If a member of the Board of Trustees changes his/her professional position, or a vacancy opens on the board for another reason, it will be handled as follows: if the Board member was appointed by the government, the government will appoint a new representative to serve out the remainder of the term. If the vacancy is due to the departure of another Board member, a replacement will be appointed to serve out the term in accordance with Article 6.

If the position of President becomes vacant, a replacement must be arranged in accordance with the paragraph above, and then the Board members will elect someone to assume the position of President.

The new President must re-nominate an Executive Director and then make the appointment in accordance with paragraph one of the preceding Article.

The transition of power between the new President and Executive Director and out-going President and Executive Director must occur at the scheduled time.

Article 16

The fiscal year of the Council runs from January 1st until December 31st. The Board of Trustees must review and approve the following affairs, and make a report to the Ministry of Education for its records:

The annual budget and work plan must be reported to the Ministry of Education before the end of November of the previous year. The Ministry of Education may recommend amendments to the work plan or suggest other improvements.

The annual performance report, budget, and list of assets must be reported to the Ministry of Education before the end of February the following year. When necessary, the Council may provide a briefing on performance results.

The Ministry of Education may use the annual performance report as the primary means of reference in determining to fund for the work plan for the next year.

If the Council sorely underperforms in its operations, or there is a serious issue of noncompliance, the Ministry of Education may demand that the Board of Trustees supervise improvements or replace the Executive Director.

Article 17

Funding required for the Council to manage operations derives primarily from subsidies from or work commissioned by, the Ministry of Education; interest accrued to Council savings; and donations received after the Council has registered as an incorporated foundation. Whatever remains of funding that is not provided through subsidies or work commissioned by the Ministry of Education, and which is used to manage affairs and activities unrelated to work commissioned by the Ministry of Education, maybe saved within Council funds in accordance with regulations to increase the value of such funds.

The use and management of all registered assets will be monitored by the Ministry of Education. Methods for use and management are as follows:

1. Funds will be deposited in a financial institution;
2. Funds will be used to purchase government bonds and short-term bills;
3. Funds will be used to purchase immovable assets for the Council's own use; and
4. In accordance with the principles of safety and reliability, the Board of Trustees may approve the investment of up to one-half of total assets in order to increase the value of funds.

The use and management of total assets described in subparagraphs three and four of the preceding paragraph do not include the minimum amount of initial funds used to establish the Council as prescribed by the Ministry of Education.

The assets of the Council may not be deposited or loaned to a Board member, individual, or non-financial institution.

Article 18

The initial funds to establish the Council, property assets and important assets of the Council may not be disposed of unless passed by a resolution of the Board of Trustees and approved by the competent government authority.

If the Council makes changes to Board Members, assets, or other important matters because of operational needs or other factors, a change of registration must be made at a court in accordance with regulations.

Article 19

The Council is of a permanent nature. Upon dissolution, remaining assets must be liquidated in accordance with laws and assigned to the central government authority responsible for educational administration; assets must not be attributed to a natural person or profit-seeking organization.

Article 20

The Articles of Association have been passed at a meeting of the Board of Trustees and reported to the competent government authority for record-keeping. Any outstanding matters will be handled in accordance with related laws and regulations.

Article 21

The Articles of Association is implemented after the Council has been registered as an incorporated foundation.



Regulations Governing the Review of Appeals of Institutional Accreditation Results and Other Quality Assurance Related Queries

Approved at the 10th meeting of the inaugural Board of Trustees on May 18, 2007

Revisions approved at the 11th meeting of the inaugural Board of Trustees on June 13, 2007

Revisions approved at the 13th meeting of the inaugural Board of Trustees on December 12, 2007

Revisions approved at the 15th meeting of the inaugural Board of Trustees on June 11, 2008

Revisions approved at the 1st meeting of the second-term Board of Trustees on September 3, 2008

Revisions approved at the 2nd meeting of the second-term Board of Trustees on December 30, 2008

Revisions approved at the 5th meeting of the second-term Board of Trustees on September 24, 2009

Revisions approved at the 5th meeting of the third-term Board of Trustees on June 26, 2012

Revisions approved at the 6th meeting of the third-term Board of Trustees on September 17, 2012

Revisions approved at the 12th meeting of the third-term Board of Trustees on March 31, 2014

Revisions approved at the 13th meeting of the third-term Board of Trustees on June 17, 2014

Revisions approved at the 14th meeting of the fourth-term Board of Trustees on September 14, 2017

Revisions approved at the 16th meeting of the fourth-term Board of Trustees on March 19, 2018

Chapter 1 General Provisions

Article 1

The Higher Education Evaluation and Accreditation Council of Taiwan (hereinafter “the Council”) formulated the Regulations in accordance with Article 6, paragraph ten of *Regulations Governing the Accreditation of Universities*, and Article 5, paragraph ten of *Implementation Regulations Governing Junior College Evaluation* in order to review appeals made by universities and junior colleges (hereinafter “institutions”) for which the Council was commissioned to conduct institutional accreditation of quality assurance (hereinafter “institutional accreditation”).

Article 1-1

“Commissioned to conduct an institutional accreditation of quality assurance” as used in the Regulations includes the following three categories:

1. Project-specific Accreditation: e.g., institutional accreditation, program accreditation, accreditation of teacher training programs or other types of accreditation;
2. Recognition of self-accreditation: an institution evaluates and self-accredits one of its own programs, then submits the results to the Council for recognition; and

3. Accreditation of quality assurance: an institution grants the Council full authorization to conduct an evaluation of one or more of its programs.

Chapter 2 Organization

Article 2

The Council has established an Appeal Review Committee (hereinafter “the Appeal Committee”), which is composed of nine to fifteen members that serve one term of two years. Committee positions are unpaid. The Executive Director of the Council will nominate candidates who possess expertise in law; in educational evaluation/accreditation; or who are dedicated to social justice. A candidate will be appointed upon approval of the Board of Trustees. If a vacancy opens on the Committee, based on need, a replacement member may be nominated. The replacement will be appointed after the decision is approved at a meeting of the Board of Standing Committee, and then submitted to the Board of Trustees for ratification. The replacement member will serve out the remainder of the original member’s term.

Article 3

A meeting of the Appeal Committee will be convened by the President of the Board of Trustees or by his/her appointed representative. The Chair of the Appeal Committee will be selected by committee members and will chair all Committee meetings. The Chair serves one term of two years and may be reappointed.

If the Chair is unable to chair a meeting, he/she may appoint a Committee member to act as Chair. If an acting Chair is not appointed, the members in attendance will select a member to chair the meeting.

Article 4

An appeal will be reviewed at a meeting of the Appeal Committee. In order to pass a resolution, more than one-half of Committee members must be in attendance, and the resolution must earn the support of a majority of members present. The final review and resolution must be passed with a majority of Committee members in attendance and with the support of at least two-thirds of members present.

If a member attends a meeting to pass a resolution, as described in the preceding paragraph but has recused him/herself in accordance with regulations, he/she is not calculated as one of the Committee members in attendance.

Chapter 3 Lodging an Appeal

Article 5

If an institution objects to the results of institutional accreditation of quality assurance (hereinafter “accreditation results”) for which the Council was commissioned, it may lodge a written appeal to the Council within thirty days from the day after results are announced. An institution that was evaluated by the Taiwan Medical Accreditation Council (TMAC) must lodge an appeal with TMAC in accordance with Council regulations.

An institution lodging an appeal (hereinafter “appellant institution”) at the Council must first submit the basic appeal fee for each appeal case (NT\$10,000). The appellant institution may not request a refund for any reason. If an appellant institution has not paid the basic appeal fee, the Council will notify the appellant institution of a deadline by which to pay. If the appellant institution fails to pay by the specified deadline, the appeal will not be considered.

The format of the written appeal described in the preceding paragraph will be drawn up and published on the Council website.

Article 6

An appellant institution must complete one Appeal Application Form as stipulated in Council regulations for each appeal it wishes to lodge. The appellant institution must select a reason for appealing the accreditation results, and state which violation of procedure occurred, or which elements within the accreditation results do not conform to facts. The appellant institution must provide specific facts and reasons to explain its objections. An appellant institution that does not select a reason for appealing, or does not provide concrete facts and reasons, will be notified by the Appeal Committee to correct its application by a specified deadline. An appeal that is not corrected by the deadline will not be considered.

The “violation of procedure” described in the preceding paragraph refers to a violation of methods for institutional accreditation as prescribed in Council regulations, or a violation of proper legal procedures, which then results in an unfavorable institutional accreditation result for the appellant institution. The phrase “does not conform to facts” means that data, information, or other documents relied on during the on-site visit, do not represent the actual state of affairs at the appellant institution, and thereby resulted in unfavorable institutional accreditation results for the appellant institution. However, if the lack of conformity to facts is due to the appellant institution providing incomplete or inaccurate information at the time

of the on-site visit, or the information provided as part of the appeal is not recognized by the reviewers who conducted the on-site visit, the appellant institution may not claim “does not conform to facts” as a reason for the appeal.

Chapter 4 Review of Appeals

Article 7

After receiving an appeal in writing, the Council must assign it a reference number within seven days and forward it to the Appeal Committee for subsequent review. Within thirty days from the day the appeal was forwarded, the Appeal Committee must convene a meeting to determine whether or not there was a violation of procedure during the process of institutional accreditation, or whether any elements recorded in the accreditation results do not conform to facts.

Article 8

An appellant institution may submit a written application to withdraw its appeal before a resolution has been reached.

After the appeal has been withdrawn, the Appeal Committee must suspend its review of the appeal; the Appeal Committee is then not required to produce a written resolution. The Council will notify the appellant institution of the above in writing. An appellant institution may not lodge an appeal at the Council for the same issue twice.

Article 9

Procedures related to an appeal are not open to the public.

When reviewing an appeal, the Appeal Committee may decide to invite personnel from the institution, reviewers, academics, or experts to attend proceedings and offer testimony.

Article 10

An Appeal Committee member who has a personal interest in an appeal must recuse him/herself, and may not participate in any proceedings related to the appeal.

If there are specific facts that are sufficient to confirm that a member of the Appeal Committee may be biased, the appellant institution may clearly state its reasons, along with specific facts, and apply for the recusal of the said Committee member.

For the application described in the preceding paragraph, the Appeal Committee will decide whether or not to request a Committee member to recuse him/herself. During deliberation procedures, except where the Appeal Committee has passed a decision to allow a Committee

member to have contact with one of the parties below for reasons outside of appeal procedures, a Committee member may not have contact for reasons unrelated to appeal procedures with personnel from the appellant institution, a person representing the interests of the appellant institution, or with a related stakeholder.

Chapter 5 Resolutions

Article 11

The written resolution of an appeal must be completed within three months after the first meeting convened by the Appeal Committee to review the appeal. When necessary, this deadline may be extended, and the appellant institution will be notified of the extension. The deadline may be extended no more than once, and must not exceed a period of two months.

The deadline mentioned in the preceding paragraph will be calculated from the day after the appellant institution provided supplementary documents if it was notified to do so as detailed in the first paragraph of Article 6. If an institution was not notified to provide supplementary documents, the deadline will be calculated from the day after the deadline to correct appeal applications.

Article 12

The Appeal Committee will produce a written resolution based on the results of its deliberations. The Council will mail the resolution to the appellant institution and provide a copy to the Ministry of Education for its records.

Article 13

The written resolution must clearly state the reference number as well as the following information:

1. The name and address of the appellant institution as well as the name of its president/principal. If the appeal was lodged by a representative, his/her name, professional position, and address must be included;
2. The main text of the resolution will include one of the following results: the appeal will not be considered; the appeal is deemed valid and there are remedial measures; the appeal is rejected; portions of the appeal will not be considered; the appeal is partially valid, or the appeal is partially rejected;
3. Evidence and response: includes the statement of the appellant institution, its desired remedies, and the Council response to these items;

4. Reasons behind the resolution;
5. The names of the Chair and all members involved in the final resolution;
6. The seal of the Council; and
7. The date of the resolution, including year, month, and day.

Article 14

If an appeal is deemed valid, the Council must revise the institutional accreditation results in accordance with the written resolution, or conduct a new round of institutional accreditation within thirty days from the day after the written resolution was submitted. The appellant institution must be notified of the resolution above in writing.

Article 15

(Deleted).

Article 16

After the Council has revised the institutional accreditation results or conducted a new round of institutional accreditation, it must produce a report detailing how the resolution is being executed. A copy of the report must be sent to the Appeal Committee. If the Council was commissioned by the Ministry of Education to conduct the evaluation, a copy of the report must also be submitted to the Ministry of Education.

Article 17

The written report on the execution of the resolution must clearly state the reference number of the original appeal and the following information:

1. The procedures for revising institutional accreditation results, or the process for conducting the latest round of institutional accreditation; and
2. The reasons for the revised institutional accreditation results, or the reasons for the results produced after the latest round of institutional accreditation.

Article 18

An appellant institution may not appeal to the institutional accreditation results recommended in the written resolution.

Chapter 6 Additional Provisions

Article 19

All Appeal Committee members bear the responsibility and obligation to keep matters related to an appeal confidential.

Article 20

The Regulations are promulgated and implemented following the approval of the Board of Trustees.



財團法人高等教育評鑑中心基金會

Higher Education Evaluation and Accreditation Council of Taiwan

Ethical Guidelines for Reviewers

Approved at the 11th meeting of the second-term Board of Trustees on December 6, 2010
Revisions approved at the 13th meeting of the third-term Board of Trustees on June 17, 2014

Article 1

The Higher Education Evaluation and Accreditation Council of Taiwan (hereinafter “the Council”) formulated these Guidelines in order to ensure the fairness and impartiality of the evaluation process, as well as to promote the public credibility of accreditation results.

Article 2

The term “Reviewer” refers to members of the Accreditation Recognition Committee, the Preliminary Accreditation Committee, Accreditation Recognition Committee of Program accreditation, and reviewers conducting an on-site visit (including on-site visits for institutional and program accreditation).

Article 3

Reviewers must identify with the spirit and philosophy behind accreditation, and maintain an impartial attitude when performing work related to accreditation in order to uphold the integrity of Reviewers, and guarantee the public credibility of accreditation results.

Article 4

Reviewers must recuse themselves in order to avoid any conflict of interest based on their professional position, and sign the Agreement on Reviewer’s Ethics and Recusal Due to Conflicts of Interest, in order to guarantee the fairness and impartiality of evaluation.

Article 5

Reviewers must adhere to principles of confidentiality. They may not discuss publicly or privately, any of the information obtained for, or used in, the review to determine accreditation results.

Article 6

Reviewers must keep their identity confidential before conducting an on-site visit and avoid direct contact with the institution or program to be evaluated. If communication is required for purposes related to

accreditation, it must be handled or relayed through the Council.

Article 7

Reviewers conducting an on-site visit must not hint at, or make known, any information related to their recommended accreditation results.

Article 8

Reviewers must avoid political interference, and guard against the intrusion of political elements that could affect the fairness and impartiality of evaluation.

Article 9

Reviewers must maintain a detached professional attitude; they may not accept any solicitations, inappropriate entertainment, or gifts.

Article 10

Reviewers must maintain an objective, neutral position, and guard against the influence of their subjective views or personal bias when evaluating an institution or program.

Article 11

Reviewers must display a positive, constructive attitude. They must adopt a professional point of view when diagnosing and assisting institutions and programs in the improvement of educational quality.

Article 12

When conducting an evaluation, Reviewers must collect information through multiple sources, meticulously assess its accuracy, and avoid taking information out of context.

Article 13

Reviewers must fully cooperate with, mutually respect, and communicate with one another in order to build a consensus on matters related to accreditation.

Article 14

Reviewers must respect other Reviewers. Without prior consent, a Reviewer may not quote or disclose the professional opinions of another Reviewer. Reviewers must avoid inquiring into, or criticizing the views of other Reviewers, or private matters unrelated to accreditation.

Article 15

Reviewers must attend the On-Site Visit Briefing Session hosted by the Council before conducting an on-site visit. They must understand the goals, meaning, and itinerary of accreditation, and adhere to important Council guidelines with respect to accreditation.

Article 16

Reviewers conducting an on-site visit must maintain an attitude of respect for the profession, and read the self-assessment report and related information provided by the institution or program being evaluated before the on-site visit. Reviewers must carefully observe and record details of the current state of affairs at the institution during the on-site visit, which will serve as the basis of their on-site visit report.

Article 17

During an on-site visit, Reviewers must be present the entire time and fulfill their professional responsibilities to the greatest extent possible. Reviewers must avoid arriving late, leaving early, privately arranging for a representative to act as Reviewer in his/her place, or unilaterally reducing the number of sites to be inspected.

Article 18

Reviewers must display sincerity and moderation in their behavior during an on-site visit. Behavior includes attitude as well as physical and verbal actions. Reviewers should listen to the explanations and responses of personnel at the institution or program being evaluated with patience and an open mind.

Article 19

During an on-site visit, Reviewers must not copy or secretly remove any information for private use (e.g., photocopying, photographing, or storing information).

Article 20

Reviewers must display professionalism during the on-site visit; they must not use a false pretext to request that the institution or program provide information unrelated to accreditation.

Article 21

Reviewers have the responsibility to familiarize themselves with the Guidelines and to act in accordance with them when facing, handling,

and resolving ethical issues.

Article 22

The Guidelines are promulgated and implemented following the approval of the Board of Trustees.

Section II : Institutional Accreditation



財團法人高等教育評鑑中心基金會

Higher Education Evaluation and Accreditation Council of Taiwan

Regulations Governing Accreditation Procedures for Higher Education Institutions

Approved at the 12th meeting of the second-term Board of Trustees on March 17, 2011
Revisions approved at the 5th meeting of the third-term Board of Trustees on June 26, 2012
Revisions approved at the 13th meeting of the third-term Board of Trustees on June 17, 2014
Revisions approved at the 9th meeting of the fourth-term Board of Trustees on June 21, 2016
Revisions approved at the 15th meeting of the fourth-term Board of Trustees on December 14, 2016

Article 1

The Higher Education Evaluation and Accreditation Council of Taiwan (hereinafter “the Council”) formulated these Regulations in order to effectively manage the accreditation of higher education institutions.

Article 2

Accreditation procedures are applicable to institutions that have already received an on-site visit as part of the accreditation process.

Article 3

The Council will form an Accreditation Recognition Committee, composed of eleven to fifteen members. The Association of Private Universities and Colleges, the Association of Public Universities of Taiwan, and the Council will recommend nominees. A nominee will be appointed as a member after the approval of the Board of Trustees. The Chairperson will be chosen by committee members in attendance.

Article 4

The tasks of the Accreditation Recognition Committee are as follows:

1. To review recommendations for accreditation, submitted by the On-Site Review Panel when determining an accreditation result;
2. To provide consultation services on the subject of institutional evaluation and accreditation; and
3. To assist with other matters related to the evaluation and accreditation of institutions.

Article 5

At least one-half of Committee members must be in attendance in order to hold a meeting. A resolution may only be passed with the support of a majority of members in attendance.

Article 6

Each accreditation standard is granted an individual accreditation result. There are three possible results: accredited, conditionally accredited, or denial. An institution that is conditionally accredited must implement improvement measures within one year after accreditation results are announced and then receive a follow-up accreditation review. An institution that is denied accreditation must implement improvement measures and undergo re-accreditation one year after the original accreditation results are announced. An institution that was accredited, passed follow-up accreditation, or passed re-accreditation will be accredited for a period of six years, effective from the date of the original announcement of accreditation results.

Article 7

After an on-site visit for institutional accreditation has been completed, the follow-up procedures are as follows:

1. While still at the institution, the Reviewers will discuss and confirm the On-Site Visit Report or the Checklist for Follow-Up Improvements based on the institution's Self-Assessment Report or Institutional Improvement Action Plan, as well as information collected through interviews, observations, and surveys during the on-site visit;
2. The Council will collect and send the On-Site Visit Report, or the Checklist for Follow-Up Improvements, to the institution. After receiving the Report or Checklist, an institution may send feedback on the Report or Checklist to the Council by a specified deadline;
3. After receiving feedback from the institution, the Council will forward this to the On-site Review Panel that conducted the on-site visit. The Reviewers will discuss the appeal, prepare a written response, and complete the On-Site Visit Report or the Checklist for Follow-Up Improvements; and
4. The Council will submit the following documents to the Accreditation Recognition Committee to determine accreditation results: the institution's Self-Assessment Report or Self-Improvement Plan and Progress Report; the On-Site Visit Report or the Checklist for Follow-Up Improvements; the institution's

Application for Providing Feedback to the On-Site Visit Report; the On-Site Review Panel's Comments; and Recommendations for Accreditation. The Accreditation Recognition Committee may invite related personnel to provide testimony while determining accreditation results.

Article 8

Accreditation results for institutional accreditation will be handled as follows:

1. The Council will submit a report detailing how institutional accreditation is being executed to the Board of Trustees, report accreditation results to the Ministry of Education, and provide written notification to the institution that underwent the accreditation process; and
2. After receiving accreditation results, an institution may lodge an appeal at the Council within one month if it contests the results. The Council will forward all relevant information to the Appeal Review for a decision.

Article 9

Matters related to the organization of the Appeal Review Committee and the review of appeals will be handled in accordance with *Regulations Governing the Review of Appeals of Institutional Accreditation Results and Other Quality Assurance Related Queries*.

Article 10

The Regulations are promulgated and implemented following the approval of the Board of Trustees.



財團法人高等教育評鑑中心基金會

Higher Education Evaluation and Accreditation Council of Taiwan

Regulations Governing Follow-Up Accreditation and Re-Accreditation of Higher Education Institutions

Approved at the 12th meeting of the second-term Board of Trustees on March 17, 2011

Revisions approved at the 13th meeting of the third-term Board of Trustees on June 17, 2014

Revisions approved at the 12th meeting of the fourth-term Board of Trustees on March 16, 2017

Article 1: Source of Regulations

Follow-up accreditations and re-accreditations of universities and junior colleges are handled in accordance with the Institutional Accreditation Implementation Plan effective in the year of accreditation.

Article 2: Goals

Goals include providing follow-up accreditation or re-accreditation to institutions that were granted an accreditation result of “conditionally accredited” or “denial,” and providing a reference to the Ministry of Education when creating policies for higher education.

Article 3: Accreditation Schedule

The year following the announcement of accreditation results forms the self-improvement and self-assessment period.

The follow-up accreditation or re-accreditation of an institution that was evaluated during the first half of the year will occur between March and May of the following year; follow-up accreditation or re-accreditation of an institution that was evaluated during the second half of the year will occur between October and December of the following year.

Article 4: On-Site Visit

An on-site visit for the follow-up accreditation or re-accreditation of an institution lasts in principle for one day. One to three Reviewers are assigned for each accreditation standard.

Article 5: Accreditation Results

One of three possible results is granted after follow-up accreditation and re-accreditation: accredited, conditionally accredited, or denial. Decisions on accreditation are made as follows: the Reviewers provide

written recommendations on accreditation. After the completion of appeal procedures, which may be launched by the institution that was evaluated, relevant documents are then forwarded to the Accreditation Recognition Committee for a decision. The Committee draws up an Accreditation Result Report, which is then reported to the Board of Trustees of the Council, and submitted to the Ministry of Education for its records.

Article 6

The Regulations are promulgated and implemented following the approval of the Board of Trustees.



財團法人高等教育評鑑中心基金會

Higher Education Evaluation and Accreditation Council of Taiwan

Guidelines Governing the Appointment of Reviewers and Accreditation Recognition Committee Members for Institutional Accreditation

Approved at the 11th meeting of the second-term Board of Trustees on December 6, 2010
Revisions approved at the 4th meeting of the third-term Board of Trustees on March 22, 2012
Revisions approved at the 6th meeting of the third-term Board of Trustees on September 17, 2012
Revisions approved at the 10th meeting of the third-term Board of Trustees on September 23, 2013
Revisions approved at the 13th meeting of the third-term Board of Trustees on June 17, 2014
Revisions approved at the 9th meeting of the fourth-term Board of Trustees on June 21, 2016
Revisions approved at the 11th meeting of the fourth-term Board of Trustees on December 8, 2016

1. The Higher Education Evaluation and Accreditation Council of Taiwan (hereinafter “the Council”) formulated the Guidelines in order to effectively manage the appointment of Reviewers and Accreditation Recognition Committee Members for institutional accreditation.
2. The duties of Accreditation Recognition Committee Members and Reviewers are as follows:
 - (1) Accreditation Recognition Committee Members: provide consultation related to accreditation procedures of the Council, and review and decide accreditation results; and
 - (2) Reviewers: conduct the on-site visit and related work, in accordance with the Council’s regulations and annual work plan.
3. An Accreditation Recognition Committee Member must meet one of the following requirements. A Member must:
 - (1) Have a respected reputation within academia as well as previous experience as a university president or equivalent position;
 - (2) Have a respected reputation within his/her field of expertise, be familiar with university administrative affairs, and have the ability to operate and consider issues from a macro-level; and
 - (3) Have previous or current experience as a member on one of the Council’s Planning Committees for the program accreditation process, or as an Institutional Reviewer.

4. A Reviewer must meet one of the requirements below. A Reviewer must:
 - (1) Hold the position of professor, have a respected reputation within academia or experience in institutional evaluation, and previous or current experience as a primary administrator, college dean, or equivalent position; and
 - (2) Have a respected reputation within his/her field of expertise or rich experience within the industry and previous or current experience as an executive administrator or equivalent position.
5. Appointment procedures for Accreditation Recognition Committee Members and Reviewers are as follows:
 - (1) Accreditation Recognition Committee Members: The Accreditation Recognition Committee is composed of eleven to fifteen Members. Candidates will be recommended by the Association of Private Universities and Colleges, the Association of National Universities of Taiwan or the Council. A candidate will be appointed after the approval of the Board of Trustees; and
 - (2) Reviewers: Candidates will be recommended by the institution under evaluation and the Council. A candidate will be appointed after the approval of the Board of Trustees and the completion of Council training.

If there is a vacancy on the Committee described in subparagraph one above, a replacement Member may be nominated based on need. The replacement will be appointed after the decision has been approved at a meeting of the Board of Standing Committee and then submitted to the Board of Trustees for record-keeping. The replacement member will serve out the remainder of the original Member's term
6. Accreditation Recognition Committee Members and Reviewers serve the following term-lengths:
 - (1) An Accreditation Recognition Committee Member serves one term of one year. After the term expires and the Member has taken the required training courses, the Board of Trustees may approve his/her reappointment; and
 - (2) A Reviewer serves one term of one year and receives training at set intervals. If a Reviewer meets requirements, he/she may be reappointed and dispatched based on an assessment of accreditation needs.

7. Accreditation Recognition Committee Members and Reviewers must adhere to principles of confidentiality and the avoidance of conflicts of interest. A Member or Reviewer who violates these principles must be requested to amend their actions, and the matter will be taken into account when considering reappointment.
8. The Guidelines are promulgated and implemented following the approval of the Board of Trustees.



財團法人高等教育評鑑中心基金會

Higher Education Evaluation and Accreditation Council of Taiwan

Regulations Governing the Handling of Feedback Provided by Higher Education Institutions

Approved at the 12th meeting of the second-term Board of Trustees on March 17, 2011
Revisions approved at the 3rd meeting of the third-term Board of Trustees on December 13, 2011
Revisions approved at the 13th meeting of the third-term Board of Trustees on June 17, 2014
Revisions approved at the 8th meeting of the fourth-term Board of Trustees on March 29, 2016

Article 1

The Higher Education Evaluation and Accreditation Council of Taiwan (hereinafter “the Council”) formulated these Regulations in order to protect the rights and interests of universities and colleges being evaluated (hereinafter “the institutions”).

Article 2

An evaluated institution that receives the On-Site Visit Report or the Checklist for Follow-Up Improvements (hereinafter “the Report”) may provide feedback to the Council within fourteen working days if it believes that one of the following situations exists:

1. A violation of procedure occurred during the on-site visit;
2. Data, information, or written content in the initial report does not conform to the actual state of affairs at the institution, meaning the initial report does not conform to the facts; and
3. The institution is providing supplementary documentation along with a request for revision due to a lack of sufficient information provided during the on-site visit and subsequently included in the Report.

Article 3

An institution must complete the Application for Providing Feedback to the On-Site Visit Report and submit it to the Council by the specified deadline. Late applications will not be considered.

Article 4

Within twenty-five days, beginning from the day after the deadline to provide feedback, the Council may invite Reviewers to attend a discussion and provide testimony, and then mail the result of the proceedings to the institution.

Article 5

After soliciting the opinions of Reviewers, the Council will forward the following documents to the Accreditation Recognition Committee in order to determine accreditation results: the institution's Self-Assessment Report or the Self-Improvement Plan and Progress Report; the On-Site Visit Report or the Checklist for Follow-Up Improvements; the Application for Providing Feedback to the On-Site Visit Report; the Comments Form; and Recommended Accreditation Results.

Article 6

When necessary, an institution may be requested to provide supplementary explanations in writing during the handling of feedback.

Article 7

Feedback for the Report may be provided only one time.

Article 8

All personnel involved in handling feedback must strictly adhere to principles of confidentiality.

Article 9

The Regulations are promulgated and implemented following the approval of the Board of Trustees.

Section III: HEEACT Program Accreditation



財團法人高等教育評鑑中心基金會

Higher Education Evaluation and Accreditation Council of Taiwan

Regulations Governing the HEEACT Program Accreditation of Higher Education Institutions

Approved at the 14th meeting of the fourth-term Board of Trustees on September 14, 2017
Revisions approved at the 16th meeting of the fourth-term Board of Trustees on March 19, 2018

Article 1

The Higher Education Evaluation and Accreditation Council of Taiwan (hereinafter “the Council”) formulated these Regulations in order to manage work related to the accreditation of quality assurance at universities and junior colleges.

Article 2

HEEACT Program Accreditation refers to a university or junior college commissioning the Council to conduct an external evaluation of its quality assurance. The evaluation process includes the appointment of Reviewers; the conducting an on-site visit; and the granting of an accreditation result.

Article 3

HEEACT Program Accreditation is aimed at domestic universities, junior colleges, universities of technology, technical schools, and vocational schools whose establishment was approved by the Ministry of Education, and which confer an associate bachelor’s degree, bachelor’s degree, master’s degree, or doctoral degree, and other degree programs.

Article 4

The Council establishes Accreditation Recognition Committees for different academic disciplines. A Committee assists in making revisions to the accreditation process, recommending Reviewers, and reviewing and determining accreditation results for programs that

belong to the academic discipline for which the Committee is responsible.

Article 5

The Council conducts HEEACT Program Accreditation over the following five stages:

1. Preparatory stage: includes announcements, acceptance of applications the appointment of Reviewers, and organization of committees;
2. Document review stage: includes an initial review of the institution/program's Self-Assessment Report, document review by an On-Site Visit Panel, institution/program response to matters awaiting clarification and submission of supplementary documents, and a meeting of the On-Site Visit Panel to review documents;
3. On-Site Visit stage: includes the arrangement of the itinerary for the on-site visit, performance of the on-site visit, completion of the On-Site Visit Report, and recommended accreditation results;
4. Decision stage: includes accepting and reviewing an institution's feedback, Comment Form to the feedback drawn up by the On-Site Visit Panel, the convening of the Accreditation Recognition Committee responsible for the relevant academic discipline, and the finalization of accreditation results; and
5. Follow-up and improvement stage: includes the acceptance of the Self-Improvement Plan and Progress Report from programs granted accreditation and applications to extend accreditation status.

Article 6

There are three possible accreditation results:

1. Accredited- 6 years;
2. Accredited-3 years; and
3. Re-accreditation required.

Article 7

If a program objects to the accreditation result, it may lodge an appeal at the Council within thirty days from the day after it received the accreditation result. The Council will handle the appeal in accordance with *Regulations Governing the Review of Appeals of Institutional Accreditation Result and Other Quality Assurance Related Queries*.

Article 8

In order to manage accreditation, the Council has formulated *Enforcement Rules for the HEEACT Program Accreditation of Higher Education Institutions* and *Enforcement Rules for the Collection of HEEACT Program Accreditation Fees*.

Article 9

The Regulations are promulgated and implemented following the approval of the Board of Trustees. The same procedure will be followed for each amendment.



財團法人高等教育評鑑中心基金會

Higher Education Evaluation and Accreditation Council of Taiwan

Enforcement Rules for the HEEACT Program Accreditation of Higher Education Institutions

Approved at the 324th Executive Committee Meeting on September 12, 2017
Revisions approved at the 330th Executive Committee Meeting on April 13, 2018

Article 1

The Higher Education Evaluation and Accreditation Council of Taiwan (hereinafter “the Council”) formulated the Enforcement Rules in accordance with Article 8 of *Regulations Governing the HEEACT Program Accreditation of Higher Education Institutions* in order to manage work related to the accreditation of quality assurance.

Article 2

The accreditation schedule and related documents will be published on the website of the Council and updated when changes are made.

Article 3: Applying for accreditation

1. An applicant may be a single department, a graduate program, a degree-granting program, or a combined department/graduate program. The latter category is further subdivided into one department and one graduate program, or one department with more than one graduate program. An applicant must select the academic discipline to which it belongs from the Council’s list of academic disciplines;
2. An applicant must prepare the HEEACT Program Accreditation Application Form. An application may be for the accreditation of a department, discipline, or college/school. The institution to which the applicant belongs will collect the application packages of all its programs that are applying and mail them together to the Council; and
3. After receiving an application, the Council will notify the institution that the documents are being reviewed. The institution must submit its Self-Assessment Report and related fees by the deadline.

Article 4: Planning and Preparation

1. After receiving an application package, the Council will immediately begin planning operations for accreditation;
2. An Accreditation Recognition Committee, responsible for the academic discipline to which the applicant belongs, will be organized, and Reviewers will be appointed to serve on the On-Site Visit Panel (hereinafter “the Panel”); and
3. The Council will plan out administrative operations and may hold an information session at the institution based on an assessment of need.

Article 5: Review of the Self-Assessment Report

1. After receiving an applicant’s Self-Assessment Report, the Council will examine the format of the documents and may draw up a list of missing documents for the applicant to submit;
2. After documents have been reviewed to ensure they conform to the required format, they will be submitted to the On-Site Visit Panel for review. The On-Site Visit Panel may draw up a list of matters awaiting clarification;
3. After receiving the list of matters awaiting clarification, the applicant must provide a written response within seven days from the day after receiving the list; and
4. The On-Site Visit Panel will convene a meeting before conducting an on-site visit, in order to review and discuss the applicant’s Self-Assessment Report, its response to matters awaiting clarification, and the supplementary documents, and to finalize its written report on the document review. The On-Site Visit Panel may also draw up a list of further matters requiring clarification. If the On-Site Visit Panel believes that the supplementary documents are still insufficient to properly conduct an on-site visit, it may request the applicant to supply further documentation. Such a request may be made no more than once, and the date of the on-site visit may be delayed based on an assessment of the situation.

Article 6: Preparations for an On-Site Visit

1. After confirming the date of an on-site visit, the Council will notify the institution by mail to make preparations;
2. The Council will provide the institution with the list of Reviewers on the On-Site Visit Panel three working days before the on-site visit, and confirm with the applicant the itinerary and the list of personnel to be interviewed;
3. The applicant will prepare relevant documents for the on-site visit

- to substantiate the results of the Self-Assessment Report and its effectiveness in the different accreditation standards; and
4. Transportation, living arrangements, and related fees for Reviewers conducting the on-site visit will be arranged and covered by the Council.

Article 7: Execution of the On-Site Visit

1. The On-Site Visit Panel will conduct the on-site visit in accordance with the itinerary, and present the On-Site Visit Report as well as its recommendations for accreditation;
2. During the on-site visit, the applicant must ensure that any person not involved in the accreditation process does not participate. The applicant may not use any means to influence the visit, including audio recording, visual recording, photographs, or text. The On-Site Visit Panel and the applicant must strictly observe principles for avoiding a conflict of interest; gifts and improper entertainment are prohibited; and
3. If an on-site visit cannot be conducted on schedule because of an earthquake, flood, typhoon, or other force majeure, the Council may reschedule the on-site visit, and notify the On-Site Visit Panel and the applicant of response measures.

Article 8: Guidelines for Providing Feedback

After receiving the On-Site Visit Report, an applicant may submit an Application for Providing Feedback to the On-Site Visit Report within ten working days from the day after receipt. After soliciting the opinions of the On-Site Visit Panel, the Council will submit all related information to the Accreditation Recognition Committee to serve as a reference for determining accreditation results.

Article 9: Confirming the Report and Accreditation Results

1. The Accreditation Recognition Committee, responsible for the academic discipline in question, will be convened to finalize the On-Site Visit Report and accreditation results; and
2. The Council will notify the Board of Trustees of the situation vis-à-vis accreditation, and notify the applicant by mail of the On-Site Visit Report and accreditation results.

Article 10: Announcement of Accreditation Results

1. There are three possible accreditation results: accredited for a period of six years, accredited for a period of three years, or re-accreditation required;

2. Accreditation status is effective from the date that accreditation results are announced;
3. The accreditation status of an applicant that passes re-accreditation begins from the date that its accreditation status is announced and lasts for whatever time remains of the accreditation cycle;
4. If an applicant accredited for a period of three years applies to extend its accreditation status and is granted a result of accredited for a period of three years, the new result serves as an unbroken extension of the original period of accreditation;
5. If an applicant disputes the accreditation result, it may lodge an appeal at the Council within thirty days, beginning the day after results were announced. The Council will convene the Appeal Review Committee to handle the appeal; and
6. The accreditation results of an accredited program will be published on the Council's website and on the Taiwan Quality Institution Directory (TQID) website and promoted at appropriate occasions.

Article 11: Follow-Up Procedures after the Announcement of Accreditation Results

1. The first three years after accreditation results are announced from the self-improvement stage;
2. Accredited for a period of six years: Following the three-year self-improvement stage, the institution will submit its Self-Improvement Plan and Progress Report to the Council, which will be used as a reference during the following cycle of accreditation;
3. Accredited for a period of three years: An applicant wishing to extend its accreditation status must apply to do so six months before its accreditation status expires. An application to extend accreditation may be made only once. Following the three-year self-improvement period, the institution will submit its Self-Improvement Plan and Progress Report to the Council. The Council will review the documents and, based on need, may conduct an on-site visit in order to extend accreditation status. An applicant that is not granted an extension may not apply to restart the accreditation procedure; and
4. Re-accreditation required: After implementing improvements and reorganizing its information, the applicant may apply to restart the accreditation procedure within one year. Such an application may be made only once per accreditation cycle. An applicant making the application after the one-year deadline will be considered a

new applicant.

Article 12: Change of Program Information

1. If an applicant changes its name or organizational structure, it must submit an Application to Change Program Information and provide documents related to its new name and specifics of its reorganization, as well as the letter of permission from the Ministry of Education, in order to confirm that the applicant still conforms to accreditation guidelines; and
2. After receiving the application package, the Council will convene a meeting in order to conduct a preliminary review aimed at judging whether or not a document review or on-site visit is required, and then inform the applicant of the decision via mail. The Council will collect the fees for follow-up procedures based on the result of the initial review.

Article 13

The Enforcement Rules are promulgated and implemented following the approval of the Executive Committee. The same procedure will be followed for each amendment.



財團法人高等教育評鑑中心基金會

Higher Education Evaluation and Accreditation Council of Taiwan

Guidelines Governing the Appointment of Accreditation Recognition Committee Members and On-Site Reviewers for the HEEACT Program Accreditation of Quality Assurance

Revisions approved at the 14th meeting of the fourth-term Board of Trustees on September 14, 2017

Revisions approved at the 16th meeting of the fourth-term Board of Trustees on March 19, 2018

Revisions approved at the 2nd meeting of the fifth-term Board of Trustees on September 19, 2018

1. The Higher Education Evaluation and Accreditation Council of Taiwan (hereinafter “the Council”) formulated the Guidelines in order to effectively manage the appointment of Accreditation Recognition Committee Members and Reviewers to conduct accreditation of quality assurance for which the Council was commissioned, as well as to handle related training and reappointment.
2. The powers of the Accreditation Recognition Committee and Reviewers are as follows:
 - (1) Accreditation Recognition Committee Members: an Accreditation Recognition Committee for each academic discipline is composed of one Council representatives and four other experts from the relevant academic discipline. The chair should be elected by the committee members. The Committee assists the Council to make revisions on the accreditation process; recommend candidates to serve as Reviewers; and review and determine accreditation results for programs belonging to the academic discipline, for which it is responsible; and
 - (2) Reviewers: conduct the on-site visit and perform other evaluation and accreditation-related work in accordance with the Council’s regulations and annual work plan.
3. Members of the Accreditation Recognition Committee must possess a professional reputation within their academic discipline, and meet one of the requirements below. A Member must either:
 - (1) Have academic prestige within his/her respective field as well

as previous experience as a primary administrator, administrative Trustee, Trustee of an academic program, or an equivalent position; and

- (2) Have professional prestige within his/her respective industrial field as well as previous experience in an executive position or an equivalent position.

4. A Reviewer conducting an on-site visit of a general university, vocational school, or technical college must have professional prestige within his/her academic discipline and meet one of the requirements below. A Reviewer must either:

- (1) Hold the position of associate professor or above; experience as a primary academic administrator, administrative director, or director of an academic program is preferred; and
- (2) Possess significant industry experience and have previous experience in an executive position.

If there is an insufficient number of instructors holding the position of associate professor, due to the nature of the academic discipline to which a junior college belongs, an instructor holding the position of assistant professor may be appointed instead after the appointment has been approved at a Board of Standing Committee' Meeting.

5. Appointment procedures for Accreditation Recognition Committee Members and Reviewers are as follows:

- (1) Accreditation Recognition Committee Members: Candidates will be recommended by the Board of Trustees and the Council. After review and confirmation, the appointment will be reported to the Board of Standing Committee and then approved by the Board of Trustees;
- (2) Reviewer candidates: Candidates will be recommended by institutions and the Council. After review and confirmation by the Council, the subsequent appointment will be reported to the Board of Standing Committee and approved by the Board of Trustees; and
- (3) Reviewers: Candidates must complete Council training before serving as Reviewers and conducting an on-site visit.

If a vacancy opens for one of the positions described in subparagraphs one or two above, a replacement candidate may be appointed based on need. It will be reported to the Board of Standing Committee and then to the Board of Trustees for record-keeping. The replacement member will serve out the remainder of

the original Member's term.

6. Accreditation Recognition Committee Members and Reviewers serve the following term-lengths:
 - (1) The term of an Accreditation Recognition Committee Member lasts until the accreditation results are announced for the programs which underwent the accreditation process. Once a term expires, a Committee Member may be reappointed after the approval of the Board of Trustees. If an appeal by an institution/program is deemed valid, Members of the original Accreditation Recognition Committee will review the appeal; and
 - (2) A Reviewer's term lasts until accreditation results are announced. Once the term expires, a Reviewer may be reappointed after approved by the Board of Trustees.
7. The decision to reappoint a Reviewer will be based on a consideration of the following:
 - (1) The effort invested in accreditation-related work;
 - (2) Professional attitude during the on-site visit;
 - (3) Identification with the Council's accreditation philosophy;
 - (4) Adherence to the Council's principles of ethics, confidentiality and the avoidance of conflicts of interest;
 - (5) Adherence to the Council's ethical guidelines for Reviewers;
 - (6) Feedback from personnel at the institution/program evaluated;
 - (7) Personal health conditions; and
 - (8) Other factors.
8. Accreditation Recognition Committee Members and Reviewers must adhere to principles of ethics and the avoidance of conflicts of interest. A Member or Reviewer who violates these principles must be requested to amend their actions, and the matter will be taken into account when considering reappointment.
9. The Guidelines are promulgated and implemented following the approval of the Board of Trustees. The same procedure will be followed for each amendment.



財團法人高等教育評鑑中心基金會

Higher Education Evaluation and Accreditation Council of Taiwan

Enforcement Rules for the Collection of HEEACT Program Accreditation Fees

Approved at the 324th Executive Committee Meeting on September 12, 2017
Revisions approved at the 330th Executive Committee Meeting on April 13, 2018
Revisions approved at the 344th Executive Committee Meeting on September 10, 2019

Article 1

The Enforcement Rules were formulated in accordance with Article 8 of *Regulations Governing the HEEACT Program Accreditation of Higher Education Institutions*.

Article 2

HEEACT Program Accreditation fees are classified into the following twelve categories:

1. Application fee: covers administrative costs, the initial document review, and associated costs. The application fee is calculated based on the number of programs at an institution applying for the accreditation;
2. Document review and on-site visit fee: covers administrative costs, the document review, the on-site visit, and related expenses of the applied program. The document review and on-site visit fee is paid per program;
3. Re-Accreditation fee: covers administrative costs, the document review, the on-site visit, and associated costs of restarting the accreditation procedure after a program was initially granted a result of “re-accreditation required”;
4. Document review and on-site visit postponement fee for a newly accredited program: this fee covers the additional document review, on-site visit, administrative costs, and related fees for a new class under the program;
5. Document review fee required for the extension of accreditation status: if a program was accredited for a period of three years and applies to extend its accreditation status, this fee covers the costs of the document review, administrative costs, and related costs;
6. On-site visit fee required for the extension of accreditation status: if a program was accredited for a period of three years and applies to extend its accreditation status, this fee covers administrative costs and related expenses associated with the on-site visit;

7. Appeal hearing fee: covers the review of an appeal as well as administrative costs and related expenses;
8. Accreditation certificate replacement fee: covers the administrative costs of replacing an accreditation certificate for a program during an accreditation cycle;
9. Initial document review fee required for a change of program information: covers the initial document review, administrative costs, and related fees for a program that was accredited and is changing its name or reorganizing;
10. Document review fee required for a change of program information: covers the document review, administrative costs, and related fees for a program that was accredited and is changing its name or reorganizing;
11. Document review and on-site visit fee required for a change of program information: covers the document review, on-site visit, and related fees for a program that was accredited and is changing its name or reorganizing; and
12. Consultation fees: covers any on-campus consultations required after the two free consultations provided by the Council.

Article 3

All fees must be paid in New Taiwanese Dollars. Remittance or transfer fees must be paid by the institution/program applying. A breakdown of fee payments is provided in the table below.

Article 4

Fees must be paid by the deadline set by the Council. Failure to pay by the deadline without a valid reason will incur an overdue charge. The overdue charge is calculated as one percent of the fee for every seven working days past the deadline.

Article 5

Applicants must select one of the payment options below:

1. Check: the check must be made out to the Higher Education Evaluation and Accreditation Council of Taiwan; and
2. Remittance: Beneficiary Bank: Chang Hwa Commercial Bank; Account Number: 5130-01-002957-00; Name of Beneficiary: Higher Education Evaluation and Accreditation Council of Taiwan.

Article 6

If an applicant cancels the application after paying an accreditation fee, it must notify the Council in writing within seven working days from

the day after the fee was paid. The Council will provide a refund of fifty percent (50%). No refund will be granted for a late application.

Article 7

A program that was accredited for a period of three years may pay the document review fee required for the extension of accreditation status, or on-site visit fee, required for the extension of accreditation status. This payment can be made at the same time as the application to extend accreditation status is submitted.

Article 8

A program that was granted an accreditation result of “re-accreditation required” may pay the re-accreditation fee when applying to restart the accreditation procedure.

Article 9

An accredited program that applies for a replacement copy of its accreditation certificate must pay the accreditation certificate replacement fee when applying. An application to replace an accreditation certificate may be made only once and must be made during the valid accreditation cycle.

Article 10

If an applicant lodges an appeal, the appeal hearing fee must be paid at the same time as the official appeal application is mailed.

Article 11

The Enforcement Rules are promulgated and implemented following the approval of the Executive Committee. The same procedure will be followed for each amendment.



財團法人高等教育評鑑中心基金會

Higher Education Evaluation and Accreditation Council of Taiwan

Guidelines Governing the Overseas Program Accreditation and Quality Assurance Training Program

Approved at the 345th Executive Committee Meeting on October 9, 2019

1. To effectively conduct overseas program accreditation and quality assurance (QA) training, the Higher Education Evaluation and Accreditation Council of Taiwan (HEEACT) has stipulated the Guidelines Governing the Overseas Program Accreditation and Quality Assurance Training Program (hereinafter referred to as “the guidelines”).
2. After the director receives the overseas accreditation and QA training application and request, the HEEACT shall immediately initiate the commission receiving operation mechanisms and establish an Overseas Quality Assurance Operation Committee.
3. The Overseas Quality Assurance Operation Committee includes the executive directors, deans, researchers, and relevant case officers, who are responsible for relevant accreditation and planning processes. The committee will conduct a comprehensive evaluation of the institution’s properties, scale, language, location, commissioning client, operation mode, and the charge of the commissioned task. The HEEACT will complete the relevant resolutions within 2 months.
4. After confirming to undertake the application, if no other major issues are pending to be discussed, the HEEACT shall complete the contract signing process within 3 months and list the commission as an ongoing QA project. The project process shall be reported during each office affair joint meeting and executive team meeting for management purposes.
5. Overseas Program accreditation:
 - (1) Overseas accreditation shall be conducted according to the Regulations Governing the HEEACT Program Accreditation of Higher Education Institutions. In principle, the overseas

- accreditation shall last for 18 months from the contract signing day to the result announcement. This duration may change depending on the commissioning unit's requirements;
- (2) The charge for overseas program accreditation for each program is NT\$800,000 at minimum. However, this charge may change according to the scale and location of the commission project; and
 - (3) The overseas program accreditation results are announced on the HEEACT website and the Taiwan Quality Institution Directory website.
6. Overseas QA training courses:
- (1) In principle, the overseas QA training courses should start within 12 months after the signing date of the contract. The design and modification of the course content shall be conducted according to the commissioning unit's requirements; and
 - (2) Overseas QA training courses may have different charges according to the course contents. The charge for each case shall be approved by the executive director.
7. The guidelines are promulgated and implemented following the approval of the Executive Committee. The same procedure will be followed for each amendment.

Section IV: Recognition of Self-Accreditation



財團法人高等教育評鑑中心基金會

Higher Education Evaluation and Accreditation Council of Taiwan

Regulations Governing the Recognition of Self-Accreditation

Approved at the 15th meeting of the fourth-term Board of Trustees on December 14, 2017

Approved at the 18th meeting of the fourth-term Board of Trustees on June 11, 2018

Revisions approved at the 3rd meeting of the fifth-term Board of Trustees on December 18, 2018

Article 1

The Higher Education Evaluation and Accreditation Council of Taiwan (hereinafter “the Council”) formulated these Regulations in order to support universities and colleges in effectively undertake the recognition of self-accreditation of higher education institutions.

Article 2

Recognition of self-accreditation means that a higher education institution has created self-accrediting mechanisms, corresponding to Council guidelines; conducted accreditation; and then submitted accreditation results to the Council for recognition.

Article 3

A higher education institution applying for recognition of self-accreditation must meet one of the following conditions:

1. The institution is a university or college whose pilot self-accrediting mechanisms and accreditation results were previously granted recognition from the Ministry of Education, Taiwan;
2. The institution is a university of technology or technical college whose pilot self-accrediting mechanisms and accreditation results were previously granted recognition from the Ministry of Education, Taiwan;
3. At least eighty percent of the institution’s programs that were evaluated during the most recent cycle of program accreditation was with the result of ‘Accredited’;
4. At least eighty percent of the institution’s programs that were evaluated during the most recent cycle of comprehensive

accreditation of the professional categories were with the result of 'Accredited'; and

5. At least eighty percent of the institution's programs that were evaluated during the most recent cycle of comprehensive accreditation of the professional categories were accredited with the result of 'Level-One'.

Article 4

A higher education institution is the basic unit for applying for the recognition of self-accrediting. For recognition of the self-accreditation mechanism, it is based on the rules and regulations the university or college established for such a process. Recognition of the self-accreditation result is aimed at ensuring that the procedures are utilized and results are produced through self-accreditation correspond to the institution's Self-Accreditation Action Plan.

Article 5

A higher education institution may apply to the Council in two stages: the first stage is for the recognition of self-accrediting mechanisms; the second stage is for the recognition of accreditation results.

1. Higher education institutions applying for recognition of self-accrediting mechanisms must submit a Self-Accreditation Action Plan. Self-accreditation procedures must correspond with the requirements below:

- (1) Regulations governing self-accreditation have been formulated and approved by the administrative meetings or academic affairs meetings;
- (2) A steering committee has been established to oversee self-accreditation. The composition and duties of the steering committee, as well as the term lengths of members, must be clearly specified in regulations. A minimum of three-fifths of Steering Committee members must be external members;
- (3) The position of the on-site reviewer must be held by an instructor with teaching and research experience at a higher education institution, or, based on need, by an industry representative from a relevant field. A minimum of two-thirds of appointed reviewers must be external. The appointment of reviewers must adhere to principles of professional ethics and the avoidance of conflicts of interest. The number of reviewers required for each standard of the application must be clearly specified in the related regulations;
- (4) Categories and standards of self-accreditation must include

goals and curriculum; faculty and teaching; students and learning; and institutional effectiveness and self-improvement mechanisms;

- (5) The self-accreditation schedule must include the on-site visit and mechanisms to provide feedback. The on-site visit must include a brief presentation given by the applicant program; document review; inspection of site and facilities; and meetings and discussions with relevant personnel. In order to protect the rights and interests of the program being evaluated, feedback mechanisms must clearly stipulate which documents are required and which department is responsible for handling feedback;
 - (6) There are support systems in place, as well as a budget to finance regular funding, personnel, and administrative support for the management of self-accreditation. Training mechanisms are in place for all university personnel involved in the self-accreditation process (including planners and administrators);
 - (7) There are clear practices to manage self-accreditation results, announcements, and follow-up procedures; and
 - (8) There are a routine review and improvement of the planning, implementation, and assessment of self-accreditation.
2. After the Council has recognized self-accrediting mechanisms, the applicant institution must conduct self-accreditation in accordance with its Self-Accreditation Action Plan and then submit a Self-Accreditation Report in order to start for the recognition of its accreditation results. The Self-Accreditation Report must include the following information:
- (1) Self-accreditation regulations and complete minutes of meetings which discussed the revision, announcement, and promotion of regulations;
 - (2) The invitation, in accordance with self-accreditation regulations, of steering committee members and on-site reviewers, and a complete list of all steering committee members and reviewers, as well as their academic backgrounds, professional experience, and the details of their appointment;
 - (3) Current situation vis-à-vis self-accreditation, including time management, support systems, and scheduling mechanisms;
 - (4) Accreditation results of the department, graduate institute, or program need to be provided by the universities or colleges to the Council. The needed documents include a copy of the on-

site visit report and a clear explanation of judging criteria used to determine the accreditation result. In addition, accreditation results are made publicly available in accordance with the details specified in the Self-Accreditation Action Plan;

- (5) A clear explanation of how the department, graduate institute, or program is following-up on the accreditation result and making improvements; and
- (6) The individual or department commissioned to review and revise self-accreditation procedures and to track and assist with improvements made by the department, graduate institute, or program based on accreditation results.

Article 6

After receiving an application for the recognition of self-accrediting, the Council will handle the application in accordance with the following regulations:

1. Initial Review: The university or college need to submit an application, a Self-Accreditation Action Plan, and a Self-Accreditation Report for recognition, the Council will complete an initial review to ensure that all required documents and information are present. If any documents are missing, the institution will be notified to submit them within seven days;
2. Review: The Self-Accrediting Mechanism Recognition Working Group or Accreditation Result Recognition Working Group will conduct a review of written documents or attend the brief presentation given by the program as a means to determine an initial recognition result; and
3. Recognition: The Council will confirm the recognition result submitted by the Self-Accrediting Recognition Committee, and then mail written notification of the result to the institution.

Article 7

The Council must convene a Self-Accrediting Recognition Committee to manage the recognition of self-accreditation mechanisms and result. Under the Self-Accrediting Recognition Committee, two types of working groups should be set up, including Self-Accrediting Mechanism Recognition Working Groups and Accreditation Result Recognition Working Groups. Self-Accrediting Mechanism Recognition Working Groups will be assessing the Self-Accreditation Action Plans and Accreditation Result Recognition Working Groups will be assessing the Self-Accreditation Reports for recognition. These

assessment reports will then be submitted back to the Self-Accrediting Recognition Committee for final recognition result.

1. The Council will assemble an Accreditation Recognition Committee to manage the recognition of accreditation results. The Accreditation Result Recognition Committee is composed of seven to nine members, based on the size and type of institution. Two members will be Council representatives. Five to seven representatives will be the public and private associations of the universities and college of Taiwan. The position of Chair is held by a Council representative. Members of the Self-Accrediting Mechanism Recognition Committee or Accreditation Result Recognition Committee serve one term of two years and may be reappointed;
2. Each Self-Accrediting Mechanism Recognition Working Group will be formed by three to five professionals for the field of the program. The working group members will be assigned according to mission in order to accomplish the accreditation process of the university and college; and
3. Each Accreditation Result Recognition Working Group will be formed by three to nine professionals for the field of the program. The working group members will be assigned according to mission in order to accomplish the accreditation result recognition process of the university and college.

Article 8

The Self-Accrediting Recognition Committee may only convene a meeting if more than two-third of members are present. In principle, a decision is passed by consensus. When necessary, a decision may be passed by vote. A decision must earn the support of a minimum of two-thirds of members in attendance.

Article 9

Recognition is valid for a period of six years.

Article 10

A higher education institution whose accreditation results are not granted recognition may lodge an appeal through the applicant program, or as required based on accreditation standard. The Council will handle the appeal in accordance with the *Regulations Governing the Review of Appeals of Institutional Accreditation Results and Other Quality Assurance Related Queries*.

Article 11

After the Council has granted recognition for the self-accrediting mechanisms and accreditation results of an institution, including all accreditation results of each program, the higher education institution must set up a quality assurance section on the quality assurance webpage of its website to announce its self-accrediting mechanisms and accreditation results.

Article 12

All recognized self-accreditation results will be announced publicly in the Taiwan Quality Institution Directory.

Article 13

Associated fees for the recognition of self-accreditation are managed in accordance with *Enforcement Rules for the Collection of Recognition Fees*.

Article 14

The Regulations are promulgated and implemented following the approval of the Board of Trustees. The same procedure will be followed for each amendment.



財團法人高等教育評鑑中心基金會

Higher Education Evaluation and Accreditation Council of Taiwan

Enforcement Rules for the Collection of Self-Accreditation Recognition Fees

Approved at the 325th Executive Committee Meeting on October 31, 2017

Revisions approved at the 330th Executive Committee Meeting on April 13, 2018

Revisions approved at the 338th Executive Committee Meeting on January 3, 2019

Revisions approved at the 346th Executive Committee Meeting on November 5, 2019

Article 1

The Enforcement Rules were formulated in accordance with Article 14 of *Regulations Governing the Recognition of Self-Accreditation*.

Article 2

Recognition fees are classified into the following nine categories:

1. Self-Accreditation Recognition Application fee: covers administrative costs, the initial document review, and associated costs. The application fee is charged to the higher education institution as a whole. There are two types of application fee: (1) for institutions who previously participated; and (2) for new applicants;
2. Self-Accreditation Recognition Application Fee for the recognition review of self-accrediting mechanisms and accreditation results: covers administrative costs, document review, the review of the presentation, and other relevant costs. The fee is paid by the department, graduate institute, or program applying for recognition;
3. Self-Accreditation Re-Recognition of self-accrediting mechanism fee: covers the costs of restarting the recognition procedure if the self-accrediting mechanism of a higher education institution was granted a result of "Denial";
4. Self-Accreditation Result Recognition postponement fee: covers the costs of restarting the procedure to grant recognition of self-accreditation results after a department, graduate institute, or program adds a new program or program level;
5. Follow-up Recognition fee: covers the costs of restarting recognition procedures after follow-up efforts at the institution produce a new accreditation result for a department, graduate institute, or program.
6. Appeal hearing fee: covers the review of an appeal as well as

- administrative costs and related expenses;
7. Recognition certificate replacement fee: covers the administrative costs of replacing a recognition certificate while the period of recognition is still valid;
 8. The fee to alter the scope of recognition: covers associated fees to alter the scope of recognition after a department, graduate institute, or program which earned recognition changes its name or reorganizes; and
 9. Consultation fees: covers any on-campus consultations required in excess of the free consultations provided by the Council.

Article 3

All Self-Accreditation Recognition fees must be paid in New Taiwan dollars. Remittance or transfer fees must be paid by the institution/program applying. A breakdown of fee payments is provided in the table below.

Article 4

Self-Accreditation Recognition Fees must be paid by the deadline set by the Council. Failure to pay by the deadline, without a valid reason provided, will incur an overdue charge. The overdue charge is calculated as one percent of the fee for every seven working days past the deadline.

Article 5

Self-Accreditation Recognition applicants must select one of the payment options below:

1. Check: the check must be made out to the Higher Education Evaluation and Accreditation Council of Taiwan; and
2. Remittance: Beneficiary bank: Chang Hwa Bank; account number: 5130-01-002957-00; the name of beneficiary: Higher Education Evaluation and Accreditation Council of Taiwan.

Article 6

If an applicant institution/program cancels the application after paying a recognition fee, it must notify the Council in written format within seven working days from the day after the fee was paid. The Council will provide a refund of fifty percent (50%). No refund will be granted for a late application.

Article 7

A department, graduate institute, or program that applies for a

replacement copy of its recognition certificate must pay the replacement fee when applying. An application to replace a certificate may be made only once and must be made while the period of recognition is still valid.

Article 8

If an applicant failed to be recognized and lodges an appeal, the appeal hearing fee must be paid at the same time as the official appeal application is mailed.

Article 9

The Enforcement Rules are promulgated and implemented following the approval of the Executive Committee. The same procedure will be followed for each amendment.

Section V: Recognition of Quality Assurance Agencies



財團法人高等教育評鑑中心基金會

Higher Education Evaluation and Accreditation Council of Taiwan

Guidelines Governing the Recognition of Overseas and Domestic Quality Assurance Agencies

Approved in the 5th meeting of the fifth board of trustees on July 1, 2019

Article 1

The Guidelines Governing the Recognition of Overseas and Domestic Quality Assurance Agencies are established by the Higher Education Evaluation and Accreditation Council of Taiwan (hereinafter “the Council”) to implement the Ministry of Education Guidelines Governing the Regulation of Domestic and Overseas Quality Assurance Agencies.

Article 2

Terms used in these guidelines are defined as follows:

1. Domestic quality assurance agency: National academic agencies approved and registered by the Republic of China (R.O.C.) government or national civic organizations or professional agencies with founding missions related to higher education quality assurance that has been approved and registered; and
2. Overseas quality assurance agency: Quality assurance agency with founding missions related to higher education quality assurance that has been approved and registered by foreign governments or international organizations.

Article 3

Recognition Committee for quality assurance agencies (hereafter “the Recognition Committee”) comprises seven to nine members and includes representatives from the Ministry of Education, the Association of National Universities of Taiwan, the Association of Private Universities and Colleges, the Association of National Universities of Science and Technology of Taiwan, the Association of

Private Universities and Colleges of Technology and the Council.
The Recognition Committee panel chair position shall be held by the Council representative.

Article 4

Recognition Committee members serve one term of 3 years and maybe reappointed.

If a committee representative is absent during the hired period due to any contingencies, the position shall be filled by a succeeding committee member. If committee members who are not committee representatives are absent during the hired period due to any contingencies, the Council shall hire new committee members to fill the vacancy. Newly hired and substitute committee members shall serve for the term of the original committee member.

Article 5

The Recognition Committee should only hold meetings if more than two-thirds of committee members are present.

Recognition decisions are generally passed based on a consensus. Voting methods may be employed when necessary. However, a recognition decision may only be passed with the support of over two-thirds of the present committee members.

Article 6

A domestic quality assurance agency may be recognized if it meets the following requirements:

1. It has established clear and professional accreditation mechanisms; and
2. It has accredited a higher education institution, college, department, or degree program within the past 3 years.

The Council shall conduct on-site review result decision-making for a domestic quality assurance agency that does not meet the aforementioned second requirement.

Article 7

Domestic quality assurance agency must submit the following documents when applying for recognition:

1. Application form;
2. Authenticated proof of legal personality or printed copies of people's organization registration certificate;
3. Copies of Organization regulations and the appointment proof the agency representative; and

4. The following documents that describe the recognition standards:
 - (1) Governance and operation;
 - (2) Quality assurance;
 - (3) Accreditation standards;
 - (4) Accreditation implementation;
 - (5) Reviewers;
 - (6) Accreditation result decision-making process and follow-up procedures;
 - (7) Information publication and transparency; and
 - (8) Performance and reputation.

Article 8

An overseas quality assurance agency may be recognized if it meets the following requirements:

1. The agency has been recognized by the following organizations and has implemented clear and professional accreditation mechanisms:
 - (1) The education ministries or higher education quality assurance network of the agency country; and
 - (2) International higher education quality assurance networks.
2. It has accredited a higher education college, department, or degree program within the past 3 years; and
3. It has an international reputation in its professional accreditation field.

Article 9

Overseas quality assurance agency shall commission Taiwan universities or colleges to submit recognition applications according to the conditions stipulated in Article 8.

Article 10

Applicants for quality assurance agency recognition must first pay the Council regulated basic operation fee. Applicants may not request refunds under any circumstances.

The Council will not receive applications from applicants who failed to pay the regulated basic operation fee before the deadline.

Article 11

Quality assurance agencies may apply for recognition from the Council every year in March, June, September, and December.

The review process consists of three stages:

1. Initial review stage: The Council will conduct an initial review within 10 days of receiving the application using the submitted

required documents. If any of the required submitted documents are missing, the Council shall notify the applicant organization to provide it within 10 days;

2. Review stage: The Recognition Committee will perform a document review. The Council will request the applicant agency representative to hold a presentation and may conduct an on-site visit review if necessary; and
3. Recognition decision-making stage: The Recognition Committee will determine the recognition decision. The Council will notify the applicant agency of the results.

The Council will complete the decision-making process within 3 months of receiving the recognition application. If necessary, the Council will extend this period by 1 month and notify the applicant agency of this time extension.

Article 12

The recognition is valid for up to 5 years. During this period, the Council Recognition Committee may conduct a document review or make on-site visits.

The Council may cancel its recognition of domestic quality assurance agencies that have severely violated Article 7, paragraph 4, during the aforementioned review or visit process.

Article 13

The Council may cancel its recognition of overseas quality assurance agencies that have violated Article 8, paragraph 1, during the recognition validity period.

Article 14

The guidelines are implemented after being approved by the board of trustees.



HEEACT

© 2020 Higher Education Evaluation and Accreditation Council of Taiwan, HEEACT
C. 7 F., No. 179, Sec. 1, Heping East Road, Da'an District, Taipei City 106, Taiwan (R.O.C.)
E: international@heeact.edu.tw | W: www.heeact.edu.tw