

*Doc. Code: BFUGBoard\_IE\_HR\_34­­­\_5f*

**Terms of reference**

**of the Ad-hoc Working Group on the**

**Revision of the ECTS Users' Guide**

|  |
| --- |
| **Name of the (ad-hoc) working group**  **Revision of the ECTS Users' Guide** |
| **Contact person (Chair)**  Adam Tyson – European Commission ([adam.tyson@ec.europa.eu](mailto:adam.tyson@ec.europa.eu))  Klara Engels-Perenyi – European Commission ([klara.engels-perenyi@ec.europa.eu](mailto:klara.engels-perenyi@ec.europa.eu) ) |
| **Composition**  Armenia, Austria, Belgium/Flemish Community, Hungary, Italy, Lithuania, Norway, EUA,  *Council of Europe,* *EURASHE, ESU, ENQA (pending)*  A number of external experts will assist the Working Group. |
| **Purpose and/or outcome**  To prepare a revised version of the ECTS Users' Guide by mid-2014, by reflecting on policy development and implementation in the area of ECTS and learning outcomes since the previous revision of the ECTS Users' Guide in 2009, giving consideration to issues such as the following (and including in its scope further issues to be identified in consultation with the Working Group and external experts):   * Linking ECTS better with student workload and learning outcomes * ECTS in short-cycle provision, in 1st and 2nd cycle programmes of different length and in 3rd cycle * Including the attainment of learning outcomes in assessment procedures * Reflecting the developments in the area of the recognition of prior learning * Reflecting on the use of the Grading table in Annex 3 of the current ECTS Users' Guide |
| **References to the Bucharest Communiqué**  To consolidate the EHEA, meaningful implementation of learning outcomes is needed. The development, understanding and practical use of learning outcomes is crucial to the success of ECTS, the Diploma Supplement, recognition, qualifications frameworks and quality assurance – all of which are interdependent. We call on institutions to further link study credits with both learning outcomes and student workload, and to include the attainment of learning outcomes in assessment procedures. We will work to ensure that the ECTS Users’ Guide fully reflects the state of on-going work on learning outcomes and recognition of prior learning." |
| **Specific tasks**   * to identify in consultation with experts the key items to be reviewed * to develop a revised version of the Guide * to liaise with the Structural Working Group for their input * to consult with external stakeholders * to present a finalised draft to the Structural Working Group and the BFUG for adoption |
| **Reporting**  Minutes of working group meetings will be made available by the Bologna Secretariat.  BFUG Structural Working Group will receive regular reports and updates.  Progress reports will be submitted before the meetings of the Structural Working Group mid-2013 and end 2013/early 2014. The final report will be presented together with the revised ECTS Users' Guide mid-2014. |
| **Meeting schedule**  [tentative, to be decided at the first meeting]  Location of the meetings: Brussels  First meeting: February 2013  Second meeting: April 2013  Third meeting: June 2013  Fourth meeting: October 2013  Fifth meeting: January 2014  Sixth meeting: April 2014 |
| **Additional remarks** |