

Annex 2 - Review Team Size and Length of Review Visit

In accordance with the Overall Project Contract 'For the provision of quality assurance expertise to support the creation of external quality review materials; peer reviewer training, and; external review of higher education institutions in Albania' signed between the Ministry of Education and Sport and QAA, the composition of the review team and the duration of the review visit for each HEI are set as follows:

HEI	Visit length (days)	QAA peer reviewers	Albanian reviewers	peer
Academy of applied sciences 'REALD'	2	2	1	
Academy Of Film & Multimedia Marubi	1.5	2	1	
Agricultural University of Tirana	3	4	2	
Albanian Military Academy	1.5	2	1	
Albanian University	2	3	1	
Aldent University	2	2	1	
Catholic University 'Zoja e Keshillit te Mire'	2	2	1	
Epoka University	2	2	1	
European University of Tirana	2	3	1	
HEI 'Bedër University'	2	2	1	
HEI 'Canadian Institute of Technology'	1.5	2	1	
HEI 'Luarasi'	2	2	1	
HEI 'Marin Barleti University'	2	2	1	

HEI 'Mediterranean University of Albania'	2	2	1
HEI 'Metropolitan University of Tirana'	1.5	2	1
HEI 'Nehemia Gateway University'	2	2	1
HEI 'Pavarësia'	2	2	1
HEI 'Tirana Business University'	2	2	1
HEI 'Wisdom University'	2	2	1
HEI 'Logos'	2	2	1
Institute of Albanology Studies	2	2	1
Medical University, Tirana	2.5	4	2
New York University of Tirana	2	2	1
Polis University	2	2	1
Polytechnic University of Tirana	3	4	2
Professional academy of Business	2	2	1
University of Arts	2	3	1
University of Durrës	2	4	2
University of Elbasan	2	4	2
University of Gjirokastra	2	3	1
University of Korca	2	2	1

University of Shkodra	2	4	2
University of Sports, Tirana	2	2	1
University of Tirana	3	4	2
University of Vlora	2	4	2

Annex 3 - Timeline for Institutional Review

This Annex sets out the activities that need to be carried out to prepare for and take part in the review process. It is aimed primarily at HEIs.

The standard timelines are given below, but are indicative only. PAAHE will provide each HEI with the timetable for its review.

Stage	Working weeks	Activity
Early preparation for Institutional Review		PAAHE sends letter of confirmation that review will take place and provides contact details for the Review Manager; the confirmation letter also states date of the visit and the date for submission of the Self-Evaluation Documents
	1 working day after receipt of the confirmation letter	HEI starts preparation of the Self-Evaluation Documents
Prior to the review visit	13 weeks before the review visit	<p>Discussion between Review Manager and HEI about the review process</p> <p>HEI may request a briefing meeting with Review Manager at any stage before submitting the Self-Evaluation Documents but ideally, this should be held 1 or 2 weeks after receiving the confirmation letter</p>