

GENERAL SERVICE REGULATIONS



EAHEA[®]
European Agency for Higher Education & Accreditation

1. Principles of Operation

- 1.1. To meet the criteria for internationally recognized accrediting agencies.
- 1.2. To accredit institutions and organizations offering higher education and training programs which have attained and maintained the standards, policies, and procedures established by EAHEA.
- 1.3. To identify and publicize those organizations and institutions that attain accredited status.
- 1.4. To promote the development and maintenance of high educational and ethical standards in higher education and training through standard-setting, evaluation, and consultation processes.
- 1.5. To implement the high-quality standards which are contained in the EAHEA Principles of Ethics.
- 1.6. To research higher education and training, distance learning, and online course programs.
- 1.7. To hold conferences, seminars, webinars, workshops, and meetings to support higher education and training.
- 1.8. To cooperate with other private and public agencies in any way that may lead to the improvement of higher education and training.
- 1.9. To undertake such other activities as the Commission may determine.

2. Accrediting Standards and Responsibilities

2.1. Adoption of Eligibility Requirements and Standards of Accreditation: The membership of EAHEA shall adopt eligibility requirements and standards for accreditation. Substantive changes to eligibility requirements and standards for accreditation shall require approval of a majority of the votes cast by the commissioners at a meeting at which a quorum is present. The Commission shall interpret and apply the eligibility requirements and standards for accreditation and shall be responsible for submitting proposed changes to the EAHEA membership for their approval.

2.2. Periodic Review: The eligibility requirements and standards for accreditation shall be re-evaluated periodically by the EAHEA membership. The Commission shall conduct a study of the standards for accreditation at least every five years to ensure that they are adequate to evaluate the quality of higher education provided by the institutions and organizations it accredits relevant to the continuing education needs of the students.

2.3. Implementation and Interpretation: The Commission may adopt such policies and procedures as it deems necessary about the sound implementation of the accreditation evaluation process. The Commission shall possess exclusive authority to interpret these Bylaws, the standards for accreditation, and the eligibility requirements.

2.4. Finality of Commission's Decisions: The Commission shall have sole authority to make decisions regarding the accredited status of any applicant or accredited member. Its decisions shall not be subject to review or approval by the membership of EAHEA.

2.5. Conflicts of Interest: No member of the Commission shall vote on any matter regarding the accreditation of any applicant with which the Commission member is affiliated in any capacity or where such vote would give rise to a conflict of interest.

3. Certificates of Accreditation

3.1. Certificates of Accreditation: The Commission shall provide for the issuance of certificates of accreditation in EAHEA in such form as may be determined by the Commission. Such certificates shall be signed by the Executive Director and the Secretary-General and shall be sealed with the seal of EAHEA. The name and title of each accredited member and the date of issuance of the certificate shall be entered on the records of EAHEA.

3.2. Issuance of Certificates of Accreditation: When an organization has been accredited by the Commission and has paid all relevant fees, a certificate of accreditation shall be issued to that organization.

3.3. Ownership of Certificates of Accreditation: Certificates of Accreditation shall remain the property of EAHEA and must be returned to EAHEA upon the termination of the membership represented by the certificate.

4. Payment of Fees

4.1. Fees: The Commission shall establish the amount, the dates for payment, and the manner of payment of all fees payable to EAHEA by its members.

4.2. Failure to Pay Fees: Failure of a member to pay any fees may jeopardize the accreditation status of the institution and make the institution subject to show cause and subsequent withdrawal or denial of accreditation.

4.3. Refund of Fees: Fees are not refundable unless otherwise determined by the Commission.

5. Litigation, Jurisdiction, Venue, Choice of Law, Exhaustion of Administrative Remedies, And Expenses

5.1. Suits Against EAHEA, Jurisdiction, Venue, Choice of Law, and Exhaustion of Administrative Remedies: Jurisdiction and venue of any suit, claim or proceeding, relating to membership, accreditation or accredited status, whether a claim for damages or injunctive or declaratory relief, brought by an accredited member, former member, or applicant for membership and accredited status, against EAHEA or a Commissioner, officer, Commission member, committee member or staff member acting in his or her official capacity shall be only in the Courts for the Tallinn/Estonia, whichever shall have subject matter jurisdiction. The law of Estonia shall govern the interpretation, validity, and performance of the terms of these Bylaws, as well as any disputes between accredited institutions or applicants for accreditation and EAHEA, regardless of the law that might otherwise be applied under any principles of conflicts of laws. Accredited members, former members, and applicants must exhaust all administrative remedies provided for in the EAHEA Documents and Bylaws before initiating any suit, claim, or proceeding in Court.

5.2. Reimbursement of EAHEA's Litigation Expenses: An applicant for membership, a member, or a former member shall reimburse EAHEA for all costs, expenses, and attorney's fees actually and reasonably incurred by EAHEA in defending any suit, claim or proceeding whether for damages or injunctive or declaratory relief brought by an applicant, member or former member against EAHEA or a Commissioner, officer, employee or agent of EAHEA acting in his or her official capacity where EAHEA or the Commissioner, officer, employee or agent shall have been adjudged to be the prevailing party in the suit, claim or proceeding.

5.3. Expenses: A member shall reimburse EAHEA for all costs, expenses, and attorney's fees incurred by EAHEA in the production of any of EAHEA's records relating to such member in response to lawful requests from parties in litigation, in preparation for possible litigation, or from government agencies to which that party is a party or becomes a party.

6. Seal

EAHEA shall adopt and maintain a corporate seal, which shall be in the form of a circle and shall have inscribed thereon the name of EAHEA and the words "Corporate Seal".

7. Waiver of Notice

Whenever any notice is required to be given under the provisions of the General Service Regulation of EAHEA, a waiver thereof in writing, signed by the person or persons entitled to such notice, whether before or after the time stated therein, shall be deemed equivalent to the giving of such notice.

8. Separability of Provisions

If any provision of this General Service Regulation shall operate in contravention of, or be rendered invalid by, any international law or regulation, such provision shall be constructed as invalid without affecting any other provision hereof, and all remaining provisions hereof shall continue in full force and effect.

9. Amendments to General Service Regulation

This General Service Regulation may be amended by the Commission Members of EAHEA. Any Commission Member may propose an amendment to the General Service Regulation and such proposal shall be submitted to the Commission Members at the next regular meeting of the commission. The General Service Regulation also may be amended by a two-thirds vote of the Commission at a meeting at which a quorum is present.



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