CREDIT CERTIFICATION REGULATIONS



EAHEA®

European Association for Higher Education Advancement

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1.0	June 2014	First edition.
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4.0	November 2026	Full revision: aligned with the General Provisions, the Commissions Charter and the current services and fees structure of EAHEA.

Regulations for Credit Certification

These Regulations set out how EAHEA certifies the credits of a course or a program of study. They are read together with the General Provisions, the Accreditation Quality Standards, the Master Guidebook of the EAHEA Credit Systems, the Logo & Emblem Usage Guidelines and the certification agreement that the institution accepts.

1. Credit Certification

1.1. Definition: EAHEA may certify the credits of a course or a program of study of at least 150 hours: its EAHEA credits, measured in the EAHEA Credit Systems (ECS), and its ECTS, CATS and USC credit equivalents. To obtain the certification, the institution demonstrates that the corresponding learning outcomes and hours of study of the course, training or program of study have been met.

1.2. Nature: Credit Certification is a certification of credits. It is not an accreditation of the institution, of the course or of the program, and it does not give the institution a place in the list of accredited institutions. The credit equivalents are indicative: the acceptance of credits is always the decision of the receiving institution, employer or authority.

2. Eligibility

2.1. Institutions: Credit Certification is open to any educational institution, wherever it is located, that holds an EAHEA Course Accreditation. An institution that does not hold a Course Accreditation first applies for it, and may ask for Credit Certification in the same application.

2.2. Required standards: The institution does not need to meet all the requirements of a complete accreditation. Twelve of the 26 items of the Accreditation Quality Standards are required: Identification; Legal Authorization; Accreditation, Recognition and References; Courses and Programs Description; Hours of Study; Course Objectives or Expected Learning Outcomes; Course Contents and Materials; Teaching Methodology; Teachers' Proficiency; Assessment and Evaluation; Certificate or Diploma; and Transcript or Equivalent.

3. Application and Review

3.1. Online application: The institution opens the online application page, fills out the Application for Credit Certification and submits the documents that the notice lists. It pays the whole fee, the Application Fee and the Certification Fee together, at once when applying. EAHEA does not start the review before the fee is paid.

3.2. Review: EAHEA applies the same procedures as in the accreditation process, with the limitations and adaptations that result from the European Higher Education Area guidelines on ECTS credits and from the rules of the EAHEA Credit Systems. Once the application is received, EAHEA guides the institution to adapt and meet those guidelines and rules.

3.3. Credit rules: The credits are calculated from the hours of study under the Master Guidebook of the EAHEA Credit Systems. A program of 150 hours or less is credited in Modular Units of Competency (MUC) at every level.

Professional Advancement Credits, Institutional Learning Credits and Executive Units of Competency apply only above 150 hours, and the level names follow the minimum workload that the Master Guidebook sets.

3.4. Decision and report: The decision follows the review of the Secretariat. The institution receives an evaluation report that notes any improvement or adaptation that is needed, and the Credit Certification Document once the whole process has been satisfactorily completed. Decisions are communicated in writing, with the reasons for a refusal.

4. The Credit Certification Document

4.1. Content: The Credit Certification Document states the EAHEA credits of the course together with its ECTS, CATS and USC credit equivalents.

4.2. Validity: The certification is valid for the period stated on the document, and it is renewed each period for the renewal fee. If the institution holds a valid Full Accreditation, Online Accreditation or Associate Membership on the renewal date, the partner discount shown on the Service Fees page applies to the renewal fee. A certification that is not renewed ends.

4.3. Changes: A major change to a certified course or program (the hours of study, the credits, the learning outcomes, the educational content, the name, the level or the delivery mode) is reviewed again, and a change fee is charged. A minor change needs only a notice.

5. Use of the Certification

5.1. Accurate use: The institution may state the credits shown on the Credit Certification Document for the certified course only, and may use only the badge designed for Credit Certification, in the promotional materials of that course. It does not use the badge on certificates or diplomas and does not state or suggest that the institution or the course is accredited, as the Logo & Emblem Usage Guidelines provide.

5.2. Suspension and revocation: EAHEA may suspend or revoke a Credit Certification for misleading statements about the credits, for a false document, for failure to pay the renewal fee and for the other grounds of the General Provisions.

6. Fees and Reconsideration

6.1. Fees: The price is that of the Service Fees page and is paid in full when the institution applies. Fees are not refundable, except an amount that was paid twice or by mistake.

6.2. Reconsideration: The institution may ask the Secretariat in writing, giving reasons, to reconsider a decision within thirty (30) days of the notice, as the General Provisions provide.

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