



INQAAHE

International Network for Quality Assurance Agencies in Higher Education

INTERNATIONAL NETWORK FOR QUALITY ASSURANCE AGENCIES IN HIGHER EDUCATION

Application Form for Financial support INQAAHE-GIQAC

QA representatives wishing to apply for financial support from INQAAHE-GIQAC to attend the 11th Biennial Forum in Windhoek should complete the following application form.

1. Name of applying agency
2. Address, contact details, e-mail, website etc.
3. Indicate if your organization is a member of a regional network (AfriQAN, EAQAN, APQN etc)
4. Personnel involved (from the applying agency and/or other agencies)
Provide name(s) and short CV (maximum 1 page)
5. Describe the learning objectives that you would like to achieve by attending the forum
6. Indicate how the forum might contribute to the work of your agency
7. Budget for the activity (broken down by travel, accommodation and registration costs)
8. Amount requested from INQAAHE-GIQAC
9. Amount to be contributed by the applying agency
10. Amount to be contributed by other bodies

Procedures for Applications

- Applications should be submitted to the Secretary of the Network by 22 February
- Applications must be made by a full member agency on behalf of itself or one or more of its staff or members of its Council or Board, or a group of such agencies

- The applying agency is expected to contribute funds and/or other support to the project.
- Applications are considered by a subgroup of the Board of INQAAHE, which makes recommendations to the Board.
- Applicants will be notified of the results of their application by 8 March
- After the completion of the project, a evaluation form must be submitted to the Secretary of the Network indicating what benefits have or will accrue and whether the objectives were achieved. The Secretariat will distributed the evaluation form after the forum. Payment will take place after completing this form.