**ANNEX 2**

**The Capacity Profile is composed of the following documents:**

|  |  |  |
| --- | --- | --- |
| **TT** | **List of documents** | **Note** |
|  | Introduction of organization structure and experience, including license/certificates | Free format |
|  | List of programs assessed over the last 3 years | Template 1 |
|  | List of experts from the Accreditation Organization | Template 2 |
|  | List of Accreditation Council members | Template 3 |
|  | List of Proposed Experts for the Assessment of DAV Programs | Template 4 |
|  | Assessment procedure guideline |  |
|  | CVs of proposed experts for the Assessment of DAV Programs |  |
|  | Copies of Degrees and Accreditation Cards of proposed experts |  |

*Template 1*

**List of programs assessed over the last 3 years**

The accreditation agency (please specify the organization’s name) has assessed the following programs from (month/year) to (month/year).

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Program’s title** | **University, Country** | **Year** |
| 1 | Bachelor in International Economics | UEH, Vietnam | 2022 |
| 2 |  |  |  |
|  |  |  |  |
|  |  |  |  |

*Template 2*

**List of Experts from Accreditation Organization**

|  |  |  |
| --- | --- | --- |
|  | **Name** | **Title and Affiliation** |
| 1 | Prof. … | Dean, Faculty ….., University … |
| 2 |  |  |
| 4 |  |  |
| 5 |  |  |
| 6 |  |  |

*Template 3*

**List of Accreditation Council Members**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Name** | **Title and Affiliation** | **Title in the council** |
| 1 | Prof. … | Dean, Faculty ….., University … | President |
| 2 |  |  | Vice-President |
| 3 |  |  |  |
|  |  |  |  |
|  |  |  |  |

*Template 4*

**List of Proposed Experts for the Assessment of DAV Programs**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **TT** | **Name** | **Academic degree & rank** | **Affiliation** | **Accreditation Assessor ID Card or equivalent** |
| 1 | Prof. … | Phd in ….,  Professor | University … |  |
| 2 |  | Phd in ….,  Associate Professor |  |  |
| 3 |  |  |  |  |
| 4 |  |  |  |  |