



RE-ACCREDITATION PROCEDURE for TRAINING INSTITUTES

The EAGT training standards require that after 5 years, an accredited institute must apply for re-accreditation. This procedure is to; verify that the institute continues to fulfil EAGT training standards, and to support the institute in its process of maintaining a high quality of development. It is also an important moment of contact in the continuing relationship between accredited institutes and EAGT. Re-accreditation also provides feedback not only for the institute, but also for the work of the TSC and for the EAGT's development. Indeed, accreditation processes are important moments of contact between EAGT and institutes: not only owners, but also teachers, supervisors, therapists, students and graduates. TSC has looked for a balance between saving costs and time and maintaining a direct and supportive contact with the institute.

This process is different from the first accreditation because there is a previous connection between TSC and the institute and TSC already has the documents pertaining to the institute's structure and functioning.

This is the re-accreditation procedure:

1. The institute will **receive an invitation and a questionnaire** for re-accreditation from the EAGT office manager six months before the expiring date of the current accreditation.
2. TSC will appoint **one expert** that follows the institute's re-accreditation process.
3. When the questionnaire is completed, the institute will send **one copy to the EAGT** office manager and **one copy to the appointed TSC expert** at least **two months** before the following TSC meeting.
4. The expert will make a **short report** based on the information and the dialogue with the institute and advise or not advise re-accreditation. The expert can make recommendations or conditions
5. In addition to a representative of the training institute, the expert will ask the EAGT office manager to invite a representative of the NOGT (where the institute runs training programs) to the next TSC meeting.
6. This report will be discussed at a specified time during the **next meeting** of the **TSC**. The participants of the meeting are: the TSC, the representative of the institute, a representative of the NOGT of the country where the institute runs training programs.
7. After the meeting, the **TSC will make a decision** about the re-accreditation and, if necessary, offer recommendations or conditions for the re-accreditation.

In some cases and for specific reasons, TSC can decide to appoint an expert to visit the institute. In this case, as for the first accreditation, the expert makes a report that will be discussed during the following TSC meeting. The NOGT's representative is invited to participate to the discussion.

The involved costs for the re-accreditation procedure will be covered by the Training Institute. The fee is of € 300,- (€ 200,- for EAGT and € 100,- for the NOGT). If the institute does require a visit, the costs will be similar to the first accreditation.

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