EAB Visit Timeline

Pre-visit

Ideally, 18 months or more before visit

Initial enquiry/request for a visit is made by the university – ACC1 form is submitted to EAB Secretariat with three suggested dates

EAB Secretariat informs professional engineering institutions (PEIs) of request to participate in EAB visit

PEIs confirm participation and date

EAB Secretariat confirms PEI participation and date and emails links to full submission documents (ACC2) to university

At least 12 weeks before visit

University sends full submission documents (ACC2) to EAB Secretariat

At least one week before the visit

Visit Panel members send questions / discussion topics to EAB Secretariat. Visit Chair decides which questions should be sent on to university.

Within 3 weeks of receiving ACC2

PEI staff send questions for university regarding programme details to EAB Secretariat

Within 5 working days of receiving ACC2

EAB Secretariat forwards submission to Visit Panel members and PEI staff

Visit

EAB Visit
(2 days)

Post-visit

Within 5 working days of receipt

EAB Secretariat makes factual changes to report and sends to PEIs for consideration by PEI accreditation committees

Within 4 week deadline

University returns completed action plan and visit report to EAB Secretariat

4-5 weeks after the visit

EAB Secretariat sends visit report for factual checking and action plan for completion to university

Amended draft visit report is sent to Visit Chair for approval

Within 2 weeks

EAB Secretariat drafts visit report and circulates to Panel for comment

Usually 3–6 months after the visit

PEI Accreditation Committees consider EAB visit report and completed university action plan

On receipt of decision (committees typically meet quarterly)

EAB Secretariat informs university of individual PEI decisions when received.

PEIs may decide to:
1. Accredit
2. Seek further information before accrediting
3. Not accredit

Within 15 working days of receipt

EAB Secretariat issues final decision letter once all PEI decisions have been received and any further input needed from PEIs has been provided.

Final decision letter is sent to the university