



Audits of higher education institutions 2019–2024

Re-audit process

Approved by the Higher Education Evaluation Committee
on 13 November 2019



1 Evaluation areas and criteria of the re-audit

If the Higher Education Evaluation Committee decides that the higher education institution (HEI) must be re-audited, the Evaluation Committee's decision will state the evaluation areas where improvements are necessary, and which will be assessed in the re-audit. In the re-audit, the HEI must have evidence that it has developed its activities in the evaluation areas of the re-audit at least to the level good.

The same criteria¹ are used in the re-audits as in the initial audit. The principles governing the appointment, work and decision-making of the audit team that are applied in the initial audit also apply to the re-audit.

2 Re-audit process

The re-audit includes following phases:

- The Finnish Education Evaluation Centre (FINEEC) organises a discussion meeting between the HEI and FINEEC approximately six months after the end of the initial audit.
- FINEEC signs an agreement on the re-audit with the HEI.
- The Higher Education Evaluation Committee appoints the re-audit team, which will usually include 3–4 members.
- The HEI uploads the self-assessment report on the assessed areas on to FINEEC's digital platform two months prior to the audit visit.
- FINEEC trains the re-audit team for the task. The training covers the tasks and operating principles of auditors. The main focus of the training is on the evaluation areas and implementation of the re-audit.
- FINEEC sends the audit visit programme to the HEI no later than one month prior to the visit.
- The re-audit team may ask the HEI for additional material deemed necessary prior to or during the audit visit.
- The re-audit team visits the HEI. The visit lasts usually 1–2 days.
 - The re-audit team may decide on an additional target during the visit.
 - The re-audit team gives preliminary feedback to the management of the HEI.

¹ Audit manual of higher education institutions 2019–2024 (2019). Finnish Education Evaluation Centre. Publications: 21.

- The re-audit team writes the re-audit report on the digital platform and presents its proposal on the re-audit result to the Higher Education Evaluation Committee.
- The Higher Education Evaluation Committee decides on the result of the re-audit.
 - If the HEI passes the re-audit, it will receive a quality label and will be entered in the register of audited HEIs which is maintained by FINEEC. The quality label is valid for six years.
 - Should the Higher Education Evaluation Committee decide that the HEI has not passed the re-audit, decisions about the following audit will be made together with the HEI.
 - An HEI re-audited by FINEEC may request a review of the assessment outcome.
- The re-audit report is published on FINEEC's digital platform.
- The HEI may arrange in cooperation with FINEEC a seminar at the HEI on the re-audit results within approximately a month of the decision of the Higher Education Evaluation Committee.
- The HEI and the re-audit team give feedback on the re-audit process to FINEEC. The feedback is used in the enhancement of FINEEC's activities.

3 Re-audit team

The Higher Education Evaluation Committee appoints a team with 3–4 four members for the re-audit. The language of the re-audit is the same as in the institution's initial audit. The re-audit team should preferably have at least one member from the initial audit team. The team's composition depends on the areas that were highlighted in the re-audit decision. The re-audit team should preferably comprise of experienced reviewers.

Prior to the appointment of the team, the HEI is given the opportunity to comment on the team's composition, especially as regards conflicts of interest.

A project manager from FINEEC in charge of the re-audit takes part in the team's activities as an expert of audits.

4 Re-audit material

The HEI uploads a self-assessment report compiled according to FINEEC's specific guidelines on to the audit platform. In its self-assessment, the HEI is asked to describe and assess both improvement measures taken since the initial audit and the current practices in relation to the assessed areas.

The HEI must present concrete examples of the improvement of activities and the current procedures. HEIs should be prepared to present evidence of the issues mentioned in the report during the visit.