Exit statement by the Head of Delegation/ET Chair

[Please do not share a copy of this document with the program]

Good afternoon. On behalf of the team, I would like to thank you for your hospitality and for being the host for the last three days. We came here to verify the information provided in the self-assessment reports of your X and Y programs *[Add more programs if there are more than two programs under evaluation]*. We met with stakeholders and visited your facilities. Please note that our observations were already shared with the Program Heads in the debriefing sessions. We have evaluated your programs in the ten criteria set out in the BAETE manual. Each criterion has been evaluated holistically. Now, we will share our findings as per section 5.6.3 of BAETE Accreditation Procedure (ACC-MAN-04). The findings are classified into compliance, concern, weakness and deficiency.

Before we share our findings, let me reiterate the BAETE definition of the evaluation terms.

Compliance	Compliance indicates that a program satisfies the BAETE benchmark requirements of a criterion, policy or procedure
Concern	A concern indicates that a program satisfies the BAETE benchmark requirements of a criterion, policy or procedure, but the potential exists for the situation to change, resulting in future non-compliance.
Weakness	A weakness indicates that a program lacks the strength of compliance with a criterion, policy, or procedure, compromising the program's quality.
Deficiency	A deficiency indicates that a criterion, policy, or procedure either does not exist or is in the elementary stage.

Please refer to section 5.7 of the BAETE manual Accreditation Procedure (ACC-MAN-04), where the definitions of the evaluation terms are provided.

As the Head of the Delegation I will share our findings for criteria 1 and 2 for both/all programs. After that I will share findings for program-X for criteria 3 to 10. And then I will hand it over to my college for sharing finings for program -Y for criteria 3 to 10.

Criteria 1-10: If the program complies with any criteria please mention that the program complies with it (without further explanation). If the program is evaluated either of the concern/weakness/deficiency ***mention for each*** *1) State verbatim the portion of the criterion or policy that relates to the shortcoming. 2) State the evidence that resulted in the shortcoming 3) evaluation for the criteria concern/weakness/deficiency.*

Now I request ET Chair-2 to share their findings for criteria 3-10.

Criteria 3-10: If the program complies with any criteria please mention that the program complies with it (without further explanation). If the program is evaluated either of the concern/weakness/deficiency ***mention for each*** *1) State verbatim the portion of the criterion or policy that relates to the shortcoming. 2) State the evidence that resulted in the shortcoming 3) evaluation for the criteria concern/weakness/deficiency.*

For more than two programs other ET Chairs shall follow the same procedure

==== the evaluation ends====

Head of Delegation Continues:

Once the ET reports are finalized, the BAETE office will forward you the ET report for fact-checking. So, you will have an opportunity to provide your feedback on our findings before the Board considers your program for accreditation. If you have further queries on the process or status of your application, please communicate with the BAETE secretariat. I should also mention that the ET can only recommend, and the final decision is with the Board. **I hereby close this exit meeting**. Thank you.

Note:

1. *For single program evaluation, the ET Chair has only one program's evaluation to share. For finalizing this template, the ET Chair/ Head of Delegation should replace the yellow marked sections of the document with the appropriate information.*
2. *The text in italics in the document should be removed after finalizing the contents of the document.*