APPLICATION TO SIGN THE MAGNA CHARTA UNIVERSITATUM

You are asked to complete the following form and email it with the following documents to the Magna Charta Observatory Administrator at magnacharta@unibo.it

Documents to be attached:

a)   A formal request to become a signatory signed by the senior academic post holder (Rector, President or Vice-Chancellor)

b)   Evidence in the form of certified minutes from the senior academic body *and* the ultimate governing body that the application has their full support

c)   Statements of support from 3 universities, at least two of which should be outside their own country, which are already signatories of the Magna Charta Universitatum.

Application form
Please continue answers at the end of the form if there is not sufficient room in any field

1.   Introductory information about your institution

   a.   Name

   b.   Year of formation/foundation
   c.   Country of origin/registration
   d.   Name of Rector/Head of institution
   e.   Postal address

   f.   Telephone number
   g.   Email address
   h.   Website
   i.   Press officer's name
   j.   Press officer's email address

2.   Legal status of your institution

   a.   (Public/Private/Other)

b.   Instrument of establishment (Act of Parliament/Charter/Other)

c.   Issuing authority and date of issue

3.   Governing structures

a. Ultimate governing body (Council/Board of Trustees/Regents etc., which makes strategic and status related decisions)

 i. Name ˙

 ii. Number of members

iii. Proportion of members who are internal (employed by the university) and external

iv. Proportion of members who are academics

 v. Proportion of members who are students

b. Highest academic body (Senate/Academic Board etc., which makes decisions concerning curricula, staff promotions etc.)

 i. Name

 ii. Number of members

iii. Proportion of members who are internal (employed by the university) and external

iv. Proportion of members who are students

4.   Please describe how students are involved in institutional governance and decision making.

5. Please describe how academic staff are involved in institutional governance and decision making

6. How much freedom do members of academic staff have in determining what research and teaching is undertaken? What procedures and structures are in place for reviewing or regulating these issues?

7. What kind of policies and structures, standards and guidelines exist in your institution in order to ensure adequate respect of academic freedom?

8. How much institutional autonomy does your institution have vis-à-vis national and/or founding authorities? (legal, academic, (staff appointments, student admissions, curriculum, quality assurance,) organisational, financial, human resources, etc and the basis of the autonomy) What kind of accountability measures exist? Are there any respects in which your university does not have complete autonomy?

9. Have there been any occasions when the principles of academic freedom and/or of institutional autonomy were not fully respected in your institution? Are you aware of any emerging difficulties? If so, please describe.

10. What policies and structures, standards and guidelines exist in your institution to ensure academic integrity?

11. What policies and structures, standards and guidelines exist in your institution to ensure quality of teaching, learning and research?

12. Size of your university
    a. Number of students (undergraduate ..../ postgraduate ....)
    b. Number of Academic staff
    c. Annual income from all sources (in €)

13. Sources of funding

    a.   % from state/government

    b.   % from student fees

    c.   % from other national bodies (please give details)

    d.   % from private sources

14. What are the mission and the vision of your institution?

15. Briefly describe institution's teaching, research and other activities (e.g. degrees offered).

16. Briefly describe how teaching and research are linked in practice, i.e. how is the inseparability of teaching and research ensured.

17. Please list international networks and organisations which your institution takes part in.

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Signature