

**LIFELONG LEARNING PROGRAMME DESCRIPTION FORM**

**Lifelong Learning Programme with ECTS credits**

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| GENERAL INFORMATION ON THE LIFELONG LEARNING PROGRAMME  |
| *Programme title* |       |
| *Type of programme**(select a programme type)*  | [ ]  a) Bridging programme [ ]  b) Professional training programme with ECTS credits[ ]  c) Accredited study programme with ECTS credits  |
| *Field of the programme* *(scientific/artistic)*  |       |
| *Level of programme* *(if applicable)* |       |
| *Programme scope (ECTS credits)* |       |
| *Duration of the programme* |       |
| *Provider of the programme* |       |
| *Implementer(s) of the programme* |       |
| *Programme coordinator* |  |

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| 1. **Introduction**
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| *1.1. Reasons for starting the programme.* |
|       |
| *1.2. Assessment of usefulness in relation to the needs of the labour market in the public and private sectors.*  |
|       |
| *1.2.1. Connection with the local community (economy, entrepreneurship, civil society).*  |
|       |
| *1.2.2. Alignment with the requirements of professional associations (recommendations).*  |
|       |
| *1.2.3. List potential partners/users outside the higher education system that have expressed interest in this programme.* |
|       |
| *1.3. Institutional strategy for the development of lifelong learning programmes (alignment with the institution's strategy).* |
|       |
| *1.4. Other important information – according to the proponent.* |
|       |

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| 1. **DESCRIPTION OF THE LIFELONG LEARNING PROGRAMME**
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| *2.1. Learning outcome(s) of the programme*  |
|       |
| *2.2. Enrolment requirements*  |
|       |
| *2.2.1. List the study programmes of the proponent or other institutions in the Republic of Croatia that allow enrollment in the proposed programme (to be filled out only for programmes under point b) Bridging programmes in the process of obtaining an academic title (if applicable).*  |
|       |
| *2.3. List of courses and/or modules (if any) with the number of class hours and the number of ECTS credits (Table 1).* |
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| **LIST OF COURSES/MODULES**  |
| **Semester/trimester** (if applicable)**:** |
| MODULE | COURSE | COURSE HOLDER | L | E | S | ECTS |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

*Note*: *A course description must be provided for each course (Table 2). L – Lectures, T – Tutorials, S – Seminars.* |
| *2.4. Programme structure, attendance schedule, and students’ obligations.*  |
|       |
| *2.4.1. Enrolment requirements for the next semester or trimester.**(must be filled out for programmes listed under point b) Bridging programmes in the process of obtaining an academic title)*  |
|       |
| *2.5. Explain the multidisciplinarity/interdisciplinarity of the programme (if applicable).*  |
|       |
| *2.6. Mode of delivery of the programme (it is possible to specify multiple modes of delivery).* |
| [ ]  classroom teaching [ ]  online teaching [ ]  hybrid teaching  |
| *2.6.1. Explain the purpose of delivering the programme in an online or hybrid mode.* |
|       |
| *2.6.2. Explain the existence of conditions required for delivering the programme in an online or hybrid mode (availability of e-learning systems, infrastructure, etc.)*  |
|       |
| *2.7. Language of programme delivery*  |
| [ ]  Croatian language [ ]  English language [ ]  other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| *2.8. Requirements for the completion of the programme*  |
|       |
| *2.9. Mode of monitoring quality and effectiveness of the programme (reference to the applicable procedures)* |
|       |
| **Annex 1: Material and Personnel Requirements for Programme Implementation** |
| **Annex 2: Financial plan**  |

Table 2. Course description

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| GENERAL INFORMATION  |
| *Course instructor*  |       |
| *Name of the course*  |       |
| *ECTS credits* |       |
| *Type of instruction and number of class hours*  | Lectures  | Exercises | Seminars |
|       |       |       |
| *Delivery of the course in a foreign language (select and specify the language)*  | [ ]  YES:      *(specify the language)*[ ]  NO |
| *Semester**(if applicable)* |       |
| COURSE DESCRIPTION  |
| *1.1. Course objective(s)*  |
|       |
| *1.2. Expected learning outcome(s) of the course*  |
|       |
| *1.3. Course content – related to the learning outcome(s) of the course*  |
|       |
| *1.4. Course enrolment requirements (if applicable)* |
|       |
| *1.5. Planned method of instruction*  |
| [ ]  classroom instruction [ ]  online instruction [ ]  hybrid instruction *1.5.1. Instruction delivery:*

|  |  |  |
| --- | --- | --- |
| *Classroom instruction*  | *Online instruction* | *Hybrid instruction* |
| [ ]  lectures [ ]  seminars and workshops [ ]  tutorials [ ]  field work[ ]  individual assignments [ ]  multimedia and online resources [ ]  laboratory work[ ]  mentorship[ ]  other\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | [ ]  lectures[ ]  seminars and workshops[ ]  tutorials [ ]  fieldwork[ ]  multimedia and online resources[ ]  mentorship [ ]  other\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | [ ]  lectures[ ]  seminars and workshops[ ]  tutorials [ ]  field work[ ]  individual assignments [ ]  multimedia and online resources[ ]  laboratory work[ ]  mentorship[ ]  other\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

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| *1.6. Student’s responsibilities*  |
|       |
| *1.7. Monitoring[[1]](#footnote-1) student work(if required, a category may be added)*  |
| *Class attendance* |  | *In-class activities*  |  | *Seminar paper* |  | *Experimental work* |  |
| *Written exam* |  | *Oral exam* |  | *Essay* |  | *Research* |  |
| *Project* |  | *Continuous knowledge assessment*  |  | *Report (Presentation)* |  | *Practical work*  |  |
| *Portfolio* |  |  |  |  |  |  |  |
| *1.8. Evaluation and assessment of students' performance*  |
|       |
| *1.9. Mandatory reading (at the time of submitting a programme proposal)*  |
|       |
| *1.10. Optional reading (at the time of submitting a programme proposal)* |
|       |
| *1.11. Quality assurance methods that ensure the acquisition of expected course learning outcomes* |
|       |

1. For each method of monitoring student work, indicate the corresponding share of ECTS credits allocated to each activity, ensuring that the total number of ECTS credits matches the credit value of the course. Use empty fields for additional categories. [↑](#footnote-ref-1)