



Application for New Members

This application is based on the CLCC Quality Guidelines. These are available for review on our website and we encourage all applicants to read both thoroughly before applying.

Please answer each question below fully, with respect to your organization, or those which your organization supports. Please write your answers in a separate document and submit your final copy as a PDF, along with:

- A. Documentation to confirm your organisation’s status as a legal entity.
- B. A brief letter, signed by your organisation’s competent authority, that confirms your commitment to adhere to the Quality Guidelines and Bylaws.
- C. Documentation indicating the locations in which your organisation operates; the number of students previously served and currently served; and any future projections.
- D. Your programme(s) or course(s) curriculum, study regulations, credentialing mechanism, and your role in delivering or supporting the course.

Indicator 1: Access to Higher Education

<p>Recognition of Prior Learning with/without Official Documentation</p> <ul style="list-style-type: none"> 1.1 How is prior learning recognized? 1.2 Are there alternative means of qualification for admission? 1.3 Does your institution exercise flexibility within institutional policy guidelines? 1.4 Are you an academic institution or an NGO? If an academic institution, clearly describe type of accreditation. If an NGO, clearly describe any and all links to an accredited academic institution for the purpose of awarding credit.
<p>Formal Academic Credit Corresponding to National/International Frameworks</p> <ul style="list-style-type: none"> 1.5 Describe credit award calculations and procedures. 1.6 Indicate which regional, national, and international framework your institution applies.
<p>Credit Transfer Modalities</p> <ul style="list-style-type: none"> 1.7 Describe student mobility options, including virtual mobility. 1.8 Describe portability of credits.
<p>Financing Access to Connected Learning</p> <ul style="list-style-type: none"> 1.9 Describe any and all costs associated with student access, registration for courses, and exams. 1.10 Indicate any and all financing options for students. 1.11 Describe the not-for-profit status of your institution or organization.

Indicator 2: Learning Pathway Design

Modularity & Flexibility

- 2.1 Describe entry and exit options.
- 2.2 Describe qualification framework(s) you apply.

Learning Outcomes

- 2.3 Describe how learning outcomes fit into the qualification framework(s).
- 2.4 Describe how learning outcomes contribute to the development of relevant skills: transversal skills/ soft skills /learning fundamentals.

Indicator 3: Connected Learning Pedagogies

Optimal Learning Environments (OLE) and Connected Learning

- 3.1 Describe how you have designed your OLE regarding:
 - a. the learning community
 - b. contextual and cultural responsiveness
 - c. academic rigor
- 3.2 Describe the policies you apply on access, protection, technology use, and management of the learning environment.
- 3.3 Describe how you have designed the connected learning environment in terms of being:
 - a. Interest-powered
 - b. Peer supported
 - c. Academically oriented
 - d. Openly networked
 - e. Production oriented
 - f. Shared purpose oriented

Learner-Centered Design

- 3.4 Describe how context informs learner needs.
- 3.5 Describe the role of the learner in connected learning.

Retention and Completion Rates

- 3.6 Provide retention and completion rates for individual courses, course sequences, academic certificates, and degrees for the past 2 years.

Onsite and Online Learning Support & Facilitation (Blended Learning)

- 3.7 Describe your use of blended learning.

Responsible Integration of Technology & Pedagogy

- 3.8 Describe your selection and use of educational technology.

Creation of Learning Materials Adapted to Technological Constraints

- 3.9 Describe how you create learning materials and how constraints of low-resource environments are considered.

Infrastructure Design and Maintenance

- 3.10 Describe design and use of local infrastructure for use by learners.

Indicator 4: Academic Support

Entry Assessments for Informing Program Design for Academic Support 4.1 Describe all prerequisites and standards for entry into your program. 4.2 Describe what flexibility is offered in terms of meeting prerequisites and standards for admission.
Targeted Learning Support throughout Program Delivery 4.3 Describe resources available for individualized student learning support. 4.4 Describe resources available and techniques applied for collaborative learning and peer support. 4.5 Describe learner feedback mechanisms. 4.6 Describe assessment and methods of tracking student performance and progress. 4.7 Describe any additional learning support your program offers either on-line or on-site.
Technology and Software Related to Learning Design and Support 4.8 Describe any technology on-boarding programs you offer. 4.9 Describe any additional (intermediate, advanced) educational technology training your program offers.
Protection 4.10 Describe how your program provides for protection of student rights, security (including digital security), and welfare; be specific with respect to international standards.
Orientation & Counseling 4.11 Describe procedures for student orientation in your connected learning program. 4.12 Describe what resources are available for student counseling (academic and psycho-social).
Scaffolded Learning Design, Student Independence, and Continued Learning Post-Program 4.13 Describe how the curriculum and pedagogy support autonomous learning as related to the 3 topics above.

Additional Considerations:

- i. Is there anything you wish to share that has not been covered above?
- ii. What specifically can your organization bring to the CLCC?
- iii. If there are any of the guidelines above that you are not currently meeting, how are you planning to do so in future?