

Sample Justification form for the expertise and independence of the assessment panel

I. Basic data

Administrative data concerning the programme(s)¹

Nomenclature of the programme as in CROHO	M Real Estate
CROHO registration number	X
Orientation and level of the programme	Master's programme (professional orientation)
Degree and title	Master of Real Estate (MRE)
Specialisations / "tracks"	Financing & Development
Educational format(s) ²	Competence-oriented education
Number of credits	60
Location(s)	X
Mode(s) of study	Full-time / part-time / work-based learning

Nomenclature of the programme as in CROHO	M
CROHO registration number	X
Orientation and level of the programme	Master's programme (professional orientation)
Degree and title	Master of Studies in Real Estate (MSRE)
Specialisations / "tracks"	n.a.
Educational format(s) ³	Competence-oriented education
Number of credits	60
Location(s)	X
Mode(s) of study	Part-time

Administrative data concerning the institution

Name of institution	X
Status of institution (publicly funded or higher education entity)	X
Result of institutional quality assurance assessment	Assessment has not yet been conducted; institution will apply on [date] or will not apply.
Data regarding contact within the institution	Name, tel. no
E-mail address for copy of application	X

II. List of panel members and secretary

Name (including title(s))	Role (chair / member / student-member / secretary)	Expert in the field (yes / no)
1. Ms A	Chair	Yes
2. Mr Prof. Dr B	Member	Yes
3. Ms Prof. Dr C	Member	Yes
4. Mr D	Student-member	No

III Secretary / Co-ordinator

Ms	Secretary	Certified on 17 November 2010
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¹ Panel members may be asked to assess multiple programmes within a cluster; please complete 1 form and repeat the required data.

² This refers to, for example, distance learning, workplace-related teaching, flexible teaching, competence-oriented education or education for excellent students.

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IV Brief job descriptions of panel members

1. Ms A is a partner and senior consultant at Woningbouw BV and member of the Board of the trade association.
2. Mr Prof. Dr B is a professor of Real Estate Economics, Finance Department, at Business School T.
3. Ms Prof. Dr C is deputy director of Asset Management with the *Nederlands Busvervoer Pensioen Fonds*, a member of the audit committee of the *KBC groep*, and responsible for the academic details of the Finance, Real Estate and Personal Financial Planning master's programmes at institution X.
4. Mr D has completed the Business Economics programme at the Erasmus University Rotterdam; since September 2010, he has been enrolled in the master's programme Real Estate at X.

V List of expertise within the panel ⁴

Expertise	The expertise is demonstrated by:
a. Expertise regarding the developments within the discipline	Ms A is a member of the Board of the trade association. Mr B holds a PhD in the field of X and teaches at X (similar programme). He publishes a great many articles and is a regular contributor to conferences.
b. International expertise	Ms C gives guest lectures at Antwerp University, Berlin Technical University and the University of New York. Mr B has gained international expertise through his experience as a university professor in Belgium (Antwerp University), the Netherlands (Erasmus University Rotterdam), South Africa (USB Stellenbosch) and Australia (Griffith University Brisbane).
c. Practical expertise in the professional field relevant to the programme	Ms A was asked to sit on the panel on account of her professional expertise in the field of real estate. She has gained ample experience in this sector and has been a partner and senior consultant at Woningbouw BV since 2008. Ms C is, in addition to her educational activities, involved in the professional field as a deputy director of asset management with the <i>Nederlands Busvervoer Pensioen Fonds</i> .
d. Experience in teaching and educational development at the relevant programme level and expertise regarding the educational format(s) practised by the programme ⁵	Mr B has experience in teaching and educational development as a university professor (since 2005) and as chairman of the board of examiners for the X, Y and Z programmes (2005 – 2009). Ms C's educational expertise pertains to subjects in the domains of Financial Economics, Financial Management, Financial Risk Policy, Investment Theory and related domains, in which she has also gained her professional expertise. In 2006, she contributed to the development of a competence-oriented curriculum for the master's programmes of Finance, Real Estate and Personal Financial Planning.
e. Review or audit expertise	Ms A has experience in reviewing housing corporations. Mr B sat on the assessment panel for the X, Y and Z programmes in 2008. Ms C has audit expertise on account of her experience as a member of the audit panel of the <i>KBC groep</i> . Mr D participated as a student-member in the assessment of the X programme in 2009.
f. Student-related expertise	Mr D has completed the Business Economics

⁴ Note: the secretary is NOT a panel member.

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	programme at the Erasmus University Rotterdam; since September 2010, he has been enrolled in the master's programme Real Estate at X.
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Appendices

- 1) Letter from the institution: the letter signed by the board of the institution requesting assessment of the programme in question by the panel;
- 2) Curricula vitae of the panel members, stating education and training received and relevant work experience;
- 3) Declaration of independence: "Independence and Confidentiality" form signed by each panel member prior to the assessment process.

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