



The Institution of
**Structural
Engineers**



Joint Board of Moderators

International Accreditation Preparation 2026

Revision history

Version	Revision	Date	Details of amendments
1	0	June 2026	

Introduction

The [Joint Board of Moderators](#) plays a vital role in assessing whether civil engineering-related qualifications in the United Kingdom (UK) meet the educational base for [Engineering Council](#) registration, whether at Chartered Engineer (CEng), Incorporated Engineer (IEng) or Engineering Technician (EngTech) level.

If requested, the JBM will also consider the accreditation of education programmes outside the UK. Its priorities, when considering such requests are, (1) to support UK institutions who operate overseas courses, whether with partners or in their own right, and (2) to maintain legacy commitments where long-standing partners have no access to alternative support.

Beyond those core commitments, JBM will consider each request in terms of its potential impact on resources for JBM services in the UK, JBM member institutions, and the Engineering Council's international priorities and commitments to international partners, and whether the request would help promote engineering education internationally.

Purpose of this guidance

The accreditation standards, assessment processes, and paperwork for Higher Education Providers (HEP) outside the United Kingdom are the same as for accreditation visits conducted in the UK. Please see the JBM's [accreditation guidance](#) for more details.

This document should be read in conjunction with [JBM Accreditation: Submission and Visit Preparation](#) and addresses only the additional requirements for accreditation outside of the UK.

Accreditation costs

Host HEPs are required to pay the full cost of accreditation visits, whether:

- An initial accreditation visit (i.e. to establish if accreditation can be granted or not)
- A renewal visit (i.e. to renew accreditation at the end of the recognition period, typically after 5 years)

The team of accreditation assessors will comprise two academic members, two industrial members, and a JBM visit secretary.

The travel and subsistence costs would normally cover:

- Travel for visiting team members (see accreditation visit team below)
- Business Class return air travel from UK (if flight is over three hours duration)
- Travel in the UK
- Travel in the host country
- Any transfers
- Visas, vaccinations, and other associated travel costs
- Accommodation at 4* hotel or above
- Meals and refreshments

Accreditation visit team

For an initial accreditation visit or a renewal visit, one academic member, one industrial member and the visit secretary will travel to HEP from the UK. The second academic member will join the visit remotely, and the second industrial member will normally be a local member. If a local industrial member is not available, a second industrial member will join the visit remotely.

For a review visit, one academic member, one industrial member and a visit secretary will participate remotely.

For a visit to consider postgraduate programmes only, one academic member, one industrial member and a visit secretary will travel to the HEP from the UK.

Accreditation process

HEPs outside the UK seeking accreditation must complete the [Non-UK University Enquiry to JBM](#) form. If the request for an accreditation visit is accepted by JBM and HEP agrees to meet the costs, the accreditation visit then proceeds through the following stages:

- **Scheduling the visit.** Visit dates are proposed to HEP by the JBM Secretariat. Once the visit date is confirmed, the JBM Secretariat will appoint JBM assessors to participate in the visit, which will include at least one academic member, one industrial member and a visit secretary from the UK and, where possible, at least one local industrial member, who is a member of one of JBM's constituent professional engineering institutions.
- **Communications.** The JBM visit secretary will be the focal point for all correspondence regarding the accreditation process, and they must be included in any correspondence with members of the visit team, to ensure evidence and decisions are fully recorded. The HEP must also nominate a single point of contact for correspondence with the JBM during the accreditation process.
- **Arranging travel.** The HEP is responsible for organising all travel and accommodation for the visit team, as well as covering associated costs such as UK travel, meals, and transfers. A minimum of **twelve weeks prior to the visit**, the HEP must share the proposed travel and accommodation arrangements with the JBM secretariat, as well as the visit team, for approval before any bookings are made.
- **Submitting evidence and agreeing the visit timetable.**

Eight weeks prior to the visit, the HEP must complete the following actions:

- i) Confirm the proposed visit timetable with the JBM secretariat (which, except in exceptional circumstances, should follow the format outlined in Annex A).
- ii) Upload the completed JBM [accreditation submission report](#) and all supporting information to the JBM SharePoint site. The SharePoint link will be provided by the JBM Secretariat.
- iii) Send the following information to the JBM Secretariat via email:
 - Final flight details
 - Final details of the JBM visit team's hotel booking, including:
 - booking reference(s)
 - location of the team's pre-visit evening meeting
 - arrangements for the team's dinner on the pre-visit evening
 - Contact details for the individual who will meet the JBM visit team on arrival at the host country, and at the HEP on the first day, including confirmation of the meeting point
 - Confirmation that a JBM visit team base room will be available throughout the visit
 - Directions to the HEP

Five weeks prior to the visit, the HEP must upload all required student output documents to the JBM SharePoint site using the link provided by the Secretariat (see Part D of the [JBM Accreditation: Submission and Visit Preparation for details](#)).

Annex A – Examples of visit schedule

Visit Schedule for GMT+8 hours (e.g., China)

Model A two-day visit:

(Note: time for remote academic at UK GMT is only shown when involvement is required)

Visiting Team at Local Time (GMT+8)	JBM visit team can agree to adjust the programme during their pre-visit meetings or at the visit.	Remote Academic Member in the UK at GMT
3 - 4 weeks before the visit (Time TBC)	Online meeting of JBM visit team to discuss submission and highlight any urgent issues which need addressing BEFORE the visit. Visit secretary will request any required information from HEP following the meeting.	(Time TBC)
Day before the visit (Time TBC)	Private meeting of the JBM visit team in the visit team room at the hotel Remote meeting facilities should be made available in the visit team room at the hotel	(Time TBC)
20:00	Dinner at hotel (JBM visiting team only)	Not applicable
Day one		
15:30	JBM visit team arrive at the HEP for pre-visit meeting in private base room A representative of the HEP will be required to meet the visit team to show members their private base room and facilities, and to deal with any requests for outstanding information.	
15:45 – 17:30	Meeting with senior academic team to include presentation covering: <ul style="list-style-type: none"> • Brief overview of submission • Curriculum rationale and summary of core topics • Thread leads to present each thread, (allow 10 mins/thread with 5 mins for questions) <p>Members of the senior academic team will be required to attend this meeting, including the head of faculty or cost centre (or equivalent), head of school or department, the staff member responsible for the leadership of the civil engineering discipline (where this is not the head of faculty/school/department), the staff member responsible for the management and operation of the programmes submitted for accreditation, the staff member responsible preparing the submission document and the thread leads.</p> <p>(It would be appreciated if the senior academic team could keep their diaries clear for a further 30 minutes in case this meeting runs overtime.)</p>	07:45 – 09:30

17:30 – 17:45	Break	09:30 – 09:45
17:45 – 18:30	Private meeting of JBM visit team Selected members of academic team may be called on during this time to cover initial questions based on the submission	09:45 – 10:30
18:30 – 19:00	Review of assessment including hard copies only available in person	10:30 – 11:00
19:00 – 19:15	Break	11:00 – 11:15
19:15 – 20:00	Two parallel meetings with representatives of the industrial advisory board (IAB) and recent graduates - visit team only The JBM visit team will wish to discuss with graduates their experience of the course and how it has prepared them for their future careers. The team will seek evidence of the support provided by the IAB (for instance mentoring, lecturing, assisting with site visits, work placements, internships, etc.) and, in particular, its contribution to: the strategic development of the civil engineering discipline, curriculum development, research, specialist consultancy activity, student design and research project work (particularly in years three and four of the CEng undergraduate programmes), the provision of specialist lectures. To note: The visit team will want to meet three or four recent graduates from each programme submitted for accreditation. Staff members will not be permitted to join this meeting (including those who are members of the IAB).	11:15 – 12:00
20:00 – 21:00	Evening meal for JBM visit team (attendance optional for HEP staff)	Not applicable
21:00 – 22:00	Meeting of JBM visit team to agree on which academic colleagues to hold meetings with tomorrow	13:00 – 14:00
Day two		
11:30	Private meeting of the visit team	Not applicable
11:45 – 12:45	Informal buffet lunch – JBM visit team and HEP staff An opportunity for the JBM visit team to meet the academic team, in addition to technicians, computing and library staff, and those from other schools/departments who contribute to the programmes submitted for accreditation, in an informal setting. Students should not be invited.	Not applicable
12:45 – 14:15	Tour of facilities Led by the relevant senior academic staff member, the tour should focus on teaching, learning and research facilities in relation to programmes submitted for accreditation. During the tour, the JBM visit team will also want to meet with the staff member(s) responsible for health and safety risk management in the laboratories.	Not applicable

14:15 – 14:45	<p>Meeting with head of department and programme leader(s)</p> <p>The JBM visit team will provide a summary of how the visit is progressing and confirm which staff members they want to meet during the day.</p>	Not applicable
14:45 – 15:15	<p>Meeting with vice-chancellor (or equivalent)</p> <p>If the vice-chancellor is not available, it will be acceptable for the pro or deputy vice-chancellor to attend on their behalf but the head of department or dean should not attend this meeting.</p> <p>In order to understand commitment to maintaining and supporting the civil engineering discipline, the visit team will want to discuss staffing levels, strategic development, investment in teaching and research activity, support for staff seeking to become and remain professionally qualified, interaction with local and regional industry, and future plans.</p>	Not applicable
15:15 – 15:30	Break	Not applicable
15:30 – 16:15	<p>Meeting with students – JBM visit team only</p> <p>The JBM visit team to meet students representing each year of all programmes submitted for accreditation, including those offered by part-time or distance-learning study (two students from each year of each programme). Where distance-learning programmes are to be considered, students may contribute remotely to the meeting. It is helpful if some of the students are members of the staff / student liaison committee.</p>	07:30 – 08:15
16:15 – 17:15	<p>Private meeting of the JBM visit team</p> <p>Where possible, the academic staff responsible for setting, supervising and assessing the students' work which has been presented for inspection should be available to meet the visit team if requested. In particular, the JBM visit team may wish to meet those members of staff who can answer questions concerning the JBM core subjects and threads.</p>	08:15 – 09:15
17:15 – 18:15	<p>Meetings with academic staff involved in programme delivery to finalise any issues which remain, including two specific meetings:</p> <p>17:15 – 17:45: Achievement of AHEP learning outcomes of each programme</p> <p>17:45 – 18:15: Achievement of JBM requirements (including threads and core subjects) with timetable for transition until end of 2028</p>	09:15 – 10:15
18:15 – 18:30	Break	10:15 – 10:30
18:30 – 20:30	Private meeting of the JBM visit team (with refreshment)	10:30 – 12:30
20:30 – 20:45	<p>Meeting with senior academic team – Brief overview of findings and next steps.</p> <p>To note: This meeting may be brought forward.</p>	12:30 – 12:45

	The JBM visit team will advise senior staff of any concerns or issues identified during the visit. Accreditation recommendations, along with recommendations and requirements to the department, will be shared so that appropriate action plan can be prepared and sent to JBM for discussion at the next subsequent Board meeting along with the visit report.	
20:45	Dinner (for visit team only)	Not applicable
	End of visit	

Visit Schedule for GMT+4 hours (e.g., Dubai)

Model A two-day visit:

(Note: time for remote academic at UK GMT is only shown when involvement is required)

Visiting Team at Local Time (GMT+4)	JBM visit team can agree to adjust the programme during their pre-visit meetings or at the visit.	Remote Academic Member in the UK at GMT
3 - 4 weeks before the visit (Time TBC)	Online meeting of JBM visit team to discuss submission and highlight any urgent issues which need addressing BEFORE the visit. Visit secretary will request any required information from HEP following the meeting.	(Time TBC)
Day before the visit (Time TBC)	Private meeting of the JBM visit team in the visit team room at the hotel Remote meeting facilities should be made available in the visit team room at the hotel	(Time TBC)
20:00	Dinner at hotel (JBM visiting team only)	Not applicable
Day one		
12:30	JBM visit team arrive at the HEP for pre-visit meeting in private base room A representative of the HEP will be required to meet the visit team to show members their private base room and facilities, and to deal with any requests for outstanding information.	Not applicable
12:45 – 14:30	Meeting with senior academic team to include presentation covering: <ul style="list-style-type: none"> • Brief overview of submission • Curriculum rationale and summary of core topics • Thread leads to present each thread, (allow 10 mins/thread with 5 mins for questions) Members of the senior academic team will be required to attend this meeting, including the head of faculty or cost centre (or equivalent), head of school or department, the staff member responsible for the leadership of the civil engineering discipline	08:45 – 10:30

	<p>(where this is not the head of faculty/school/department), the staff member responsible for the management and operation of the programmes submitted for accreditation, the staff member responsible preparing the submission document and the thread leads.</p> <p>(It would be appreciated if the senior academic team could keep their diaries clear for a further 30 minutes in case this meeting runs overtime.)</p>	
14:30 – 14:45	Break	10:30 – 10:45
14:45 – 16:00	<p>Private meeting of JBM visit team</p> <p>Selected members of academic team may be called on during this time to cover initial questions based on the submission</p>	10:45 – 12:00
16:00 – 17:00	Break	12:00 – 13:00
17:00 – 18:00	<p>Two parallel meetings with representatives of the industrial advisory board (IAB) and recent graduates - visit team only</p> <p>The JBM visit team will wish to discuss with graduates their experience of the course and how it has prepared them for their future careers. The team will seek evidence of the support provided by the IAB (for instance mentoring, lecturing, assisting with site visits, work placements, internships, etc.) and, in particular, its contribution to: the strategic development of the civil engineering discipline, curriculum development, research, specialist consultancy activity, student design and research project work (particularly in years three and four of the CEng undergraduate programmes), the provision of specialist lectures.</p> <p>To note: The visit team will want to meet three or four recent graduates from each programme submitted for accreditation. Staff members will not be permitted to join this meeting (including those who are members of the IAB).</p>	13:00 – 14:00
18:00 – 19:00	<p>Meeting with students – JBM visit team only</p> <p>The JBM visit team to meet students representing each year of all programmes submitted for accreditation, including those offered by part-time or distance-learning study (two students from each year of each programme). Where distance-learning programmes are to be considered, students may contribute remotely to the meeting. It is helpful if some of the students are members of the staff / student liaison committee.</p>	14:00 – 15:00
19:00 – 19:30	Meeting of JBM visit team to agree on which academic colleagues to hold meetings with tomorrow	15:00 – 15:30
20:15	Evening meal for JBM visit team (attendance optional for HEP staff)	Not applicable
Day two		
09:30 – 10:00	Meeting with head of department and programme leader(s)	Not applicable

	The JBM visit team will provide a summary of how the visit is progressing and confirm which staff members they want to meet during the day.	
10:00 – 11:30	<p>Tour of facilities</p> <p>Led by the relevant senior academic staff member, the tour should focus on teaching, learning and research facilities in relation to programmes submitted for accreditation.</p> <p>During the tour, the JBM visit team will also want to meet with the staff member(s) responsible for health and safety risk management in the laboratories.</p>	Not applicable
11:30 – 12:00	<p>Meeting with vice-chancellor (or equivalent)</p> <p>If the vice-chancellor is not available, it will be acceptable for the pro or deputy vice-chancellor to attend on their behalf but the head of department or dean should not attend this meeting.</p> <p>In order to understand commitment to maintaining and supporting the civil engineering discipline, the visit team will want to discuss staffing levels, strategic development, investment in teaching and research activity, support for staff seeking to become and remain professionally qualified, interaction with local and regional industry, and future plans.</p>	Not applicable
12:00 – 13:00	<p>Informal buffet lunch – JBM visit team and HEP staff</p> <p>An opportunity for the JBM visit team to meet the academic team, in addition to technicians, computing and library staff, and those from other schools/departments who contribute to the programmes submitted for accreditation, in an informal setting. Students should not be invited.</p>	Not applicable
13:00 – 13:30	<p>Private meeting of the JBM visit team</p> <p>Where possible, the academic staff responsible for setting, supervising and assessing the students' work which has been presented for inspection should be available to meet the visit team if requested. In particular, the JBM visit team may wish to meet those members of staff who can answer questions concerning the JBM core subjects and threads.</p>	09:00 – 09:30
13:30 – 14:00	<p>Review of assessment including hard copies only available in person</p>	09:30 – 10:00
14:00 – 15:00	<p>Meetings with academic staff involved in programme delivery to finalise any issues which remain, including two specific meetings:</p> <p>14:00 – 14:30: Achievement of AHEP learning outcomes of each programme</p> <p>14:30 – 15:00: Achievement of JBM requirements (including threads and core subjects) with timetable for transition until end of 2028</p>	10:00 – 11:00
15:00 – 17:00	<p>Private meeting of the JBM visit team (with refreshment)</p>	11:00 – 13:00

17:00 – 17:15	<p>Meeting with senior academic team – Brief overview of findings and next steps.</p> <p>To note: This meeting may be brought forward.</p> <p>The JBM visit team will advise senior staff of any concerns or issues identified during the visit. Accreditation recommendations, along with recommendations and requirements to the department, will be shared so that appropriate action plan can be prepared and sent to JBM for discussion at the next subsequent Board meeting along with the visit report.</p>	13:00 – 13:15
17:15	End of visit	

Visit Schedule for GMT-5 hours (e.g., Trinidad and Tobago)

Model A two-day visit:

(Note: time for remote academic at UK GMT is only shown when involvement is required)

Visiting Team at Local Time (GMT-5)	JBM visit team can agree to adjust the programme during their pre-visit meetings or at the visit.	Remote Academic Member in the UK at GMT
3 - 4 weeks before the visit (Time TBC)	<p>Online meeting of JBM visit team to discuss submission and highlight any urgent issues which need addressing BEFORE the visit.</p> <p>Visit secretary will request any required information from HEP following the meeting.</p>	(Time TBC)
Day before the visit (Time TBC)	<p>Private meeting of the JBM visit team in the visit team room at the hotel</p> <p>Remote meeting facilities should be made available in the visit team room at the hotel</p>	(Time TBC)
20:00	Dinner at hotel (JBM visiting team only)	Not applicable
Day one		
08:00	<p>JBM visit team arrive at the HEP for pre-visit meeting in private base room</p> <p>A representative of the HEP will be required to meet the visit team to show members their private base room and facilities, and to deal with any requests for outstanding information.</p>	Not applicable
08:15 – 10:00	<p>Meeting with senior academic team to include presentation covering:</p> <ul style="list-style-type: none"> • Brief overview of submission • Curriculum rationale and summary of core topics • Thread leads to present each thread, (allow 10 mins/thread with 5 mins for questions) <p>Members of the senior academic team will be required to attend this meeting, including the head of faculty or cost centre (or</p>	13:15 – 15:00

	<p>equivalent), head of school or department, the staff member responsible for the leadership of the civil engineering discipline (where this is not the head of faculty/school/department), the staff member responsible for the management and operation of the programmes submitted for accreditation, the staff member responsible preparing the submission document and the thread leads.</p> <p>(It would be appreciated if the senior academic team could keep their diaries clear for a further 30 minutes in case this meeting runs overtime.)</p>	
10.00 – 11.30	<p>Private meeting of JBM visit team</p> <p>Selected members of academic team may be called on during this time to cover initial questions based on the submission</p>	15:00 – 16:30
11:30 – 12:30	<p>Informal buffet lunch – JBM visit team and HEP staff</p> <p>An opportunity for the JBM visit team to meet the academic team, in addition to technicians, computing and library staff, and those from other schools/departments who contribute to the programmes submitted for accreditation, in an informal setting. Students should not be invited.</p>	Not applicable
12:30 – 14:00	<p>Two parallel meetings with representatives of the industrial advisory board (IAB) and recent graduates - visit team only</p> <p>The JBM visit team will wish to discuss with graduates their experience of the course and how it has prepared them for their future careers. The team will seek evidence of the support provided by the IAB (for instance mentoring, lecturing, assisting with site visits, work placements, internships, etc.) and, in particular, its contribution to: the strategic development of the civil engineering discipline, curriculum development, research, specialist consultancy activity, student design and research project work (particularly in years three and four of the CEng undergraduate programmes), the provision of specialist lectures.</p> <p>To note: The visit team will want to meet three or four recent graduates from each programme submitted for accreditation. Staff members will not be permitted to join this meeting (including those who are members of the IAB).</p>	17:30 – 19:00
14:00 – 14:30	<p>Meeting of JBM visit team to agree on which academic colleagues to hold meetings with tomorrow</p>	19:00 – 19:30
15:00 – 15:15	<p>Break</p>	Not applicable
15:15 – 16:45	<p>Tour of facilities</p> <p>Led by the relevant senior academic staff member, the tour should focus on teaching, learning and research facilities in relation to programmes submitted for accreditation.</p> <p>During the tour, the JBM visit team will also want to meet with the staff member(s) responsible for health and safety risk management in the laboratories.</p>	Not applicable

18:45 – 21:30	Evening meal for JBM visit team (attendance optional for HEP staff)	Not applicable
Day two		
08:00 – 08:30	Meeting with head of department and programme leader(s) The JBM visit team will provide a summary of how the visit is progressing and confirm which staff members they want to meet during the day.	13:00 – 13:30
08:30 – 09:30	Meeting with students – JBM visit team only The JBM visit team to meet students representing each year of all programmes submitted for accreditation, including those offered by part-time or distance-learning study (two students from each year of each programme). Where distance-learning programmes are to be considered, students may contribute remotely to the meeting. It is helpful if some of the students are members of the staff / student liaison committee.	13:30 – 14:30
09:30 – 10:00	Meeting with vice-chancellor (or equivalent) If the vice-chancellor is not available, it will be acceptable for the pro or deputy vice-chancellor to attend on their behalf but the head of department or dean should not attend this meeting. In order to understand commitment to maintaining and supporting the civil engineering discipline, the visit team will want to discuss staffing levels, strategic development, investment in teaching and research activity, support for staff seeking to become and remain professionally qualified, interaction with local and regional industry, and future plans.	14:30 – 15:00
10:00 – 11:00	Private meeting of the JBM visit team Where possible, the academic staff responsible for setting, supervising and assessing the students' work which has been presented for inspection should be available to meet the visit team if requested. In particular, the JBM visit team may wish to meet those members of staff who can answer questions concerning the JBM core subjects and threads.	15:00 – 16:00
11:00 – 11:30	Review of assessment including hard copies only available in person	16:00 – 16:30
11:30 – 12:30	Meetings with academic staff involved in programme delivery to finalise any issues which remain, including two specific meetings: 11:30 – 12:00: Achievement of AHEP learning outcomes of each programme 12:30 – 13:00: Achievement of JBM requirements (including threads and core subjects) with timetable for transition until end of 2028. .	16:30 – 17:30
12:30 – 13:00	Lunch for JBM visit team	17:30 – 18:00

13:00 – 15:00	Private meeting of the JBM visit team	18:00 – 20:00
15:00 – 15:15	<p>Meeting with senior academic team – Brief overview of findings and next steps.</p> <p>To note: This meeting may be brought forward.</p> <p>The JBM visit team will advise senior staff of any concerns or issues identified during the visit. Accreditation recommendations, along with recommendations and requirements to the department, will be shared so that appropriate action plan can be prepared and sent to JBM for discussion at the next subsequent Board meeting along with the visit report.</p>	20:00 – 20:15
15:15	End of visit	

Model B one day visit (such as single MSc programme)

(remote academic member is not required)

Visiting Team at Local Time	JBM visit team can agree to adjust the programme during their pre-visit meetings or at the visit.	
3 - 4 weeks before the visit (Time TBC)	<p>Online meeting of JBM visit team to discuss submission and highlight any urgent issues which need addressing BEFORE the visit.</p> <p>Visit secretary will request any required information from HEP following the meeting.</p>	
Day before the visit (Time TBC)	<p>Private meeting of the JBM visit team in the visit team room at the hotel</p> <p>Remote meeting facilities should be made available in the visit team room at the hotel</p>	
20:00	Dinner at hotel (JBM visiting team only)	
Day one		
08:30 – 08:45	<p>JBM visit team arrive at the HEP for pre-visit meeting in private base room</p> <p>A representative of the HEP will be required to meet the visit team to show members their private base room and facilities, and to deal with any requests for outstanding information.</p>	
08:45 – 09:30	<p>Meeting with senior academic team to include presentation covering:</p> <ul style="list-style-type: none"> • Brief overview of submission • Curriculum rationale and summary of core topics • Thread leads to present each thread, (allow 10 mins/thread with 5 mins for questions) <p>Members of the senior academic team will be required to attend this meeting, including the head of faculty or cost centre (or equivalent), head of school or department, the staff member responsible for the leadership of the civil engineering discipline (where this is not the head of faculty/school/department), the staff member responsible for the management and operation of the programmes submitted for</p>	

	<p>accreditation, the staff member responsible preparing the submission document and the thread leads.</p> <p>(It would be appreciated if the senior academic team could keep their diaries clear for a further 30 minutes in case this meeting runs overtime.)</p>
09:30 – 09:45	<p>Private meeting of JBM visit team</p> <p>Selected members of academic team may be called on during this time to cover initial questions based on the submission</p>
09:45 – 11:15	<p>Tour of facilities</p> <p>Led by the relevant senior academic staff member, the tour should focus on teaching, learning and research facilities in relation to programmes submitted for accreditation.</p> <p>During the tour, the JBM visit team will also want to meet with the staff member(s) responsible for health and safety risk management in the laboratories.</p>
11:15 – 11:30	Break
11:30 – 12:00	Review of assessment including hard copies only available in person
12:00 – 13:00	<p>Informal buffet lunch – JBM visit team and HEP staff</p> <p>An opportunity for the JBM visit team to meet the academic team, in addition to technicians, computing and library staff, and those from other schools/departments who contribute to the programmes submitted for accreditation, in an informal setting. Students should not be invited.</p>
13:00 – 13:30	<p>Meeting with representatives of the industrial advisory board (IAB) and recent graduates - visit team only</p> <p>The JBM visit team will wish to discuss with graduates their experience of the course and how it has prepared them for their future careers. The team will seek evidence of the support provided by the IAB (for instance mentoring, lecturing, assisting with site visits, work placements, internships, etc.) and, in particular, its contribution to: the strategic development of the civil engineering discipline, curriculum development, research, specialist consultancy activity, student design and research project work (particularly in years three and four of the CEng undergraduate programmes), the provision of specialist lectures.</p> <p>To note: The visit team will want to meet three or four recent graduates from each programme submitted for accreditation. Staff members will not be permitted to join this meeting (including those who are members of the IAB).</p>
13:30 – 13:45	Break
13:45 – 14:45	<p>Meeting with students – JBM visit team only</p> <p>The JBM visit team to meet students representing each year of all programmes submitted for accreditation, including those offered by part-time or distance-learning study (two students from each year of each programme). Where distance-learning programmes are to be considered, students may contribute remotely to the meeting. It is helpful if some of the students are members of the staff / student liaison committee.</p>

14:45 – 15:00	<p>Private meeting of the JBM visit team</p> <p>Where possible, the academic staff responsible for setting, supervising and assessing the students' work which has been presented for inspection should be available to meet the visit team if requested. In particular, the JBM visit team may wish to meet those members of staff who can answer questions concerning the JBM core subjects and threads.</p>
15:00 – 16:00	<p>Meetings with academic staff involved in programme delivery to finalise any issues which remain, including two specific meetings:</p> <p>15:00 – 15:30: Achievement of AHEP learning outcomes of each programme</p> <p>15:30 – 16:00: Achievement of JBM requirements (including threads and core subjects) with timetable for transition until end of 2028.</p>
16:00 – 17:00	<p>Private meeting of the JBM visit team</p>
17:00 – 17:15	<p>Meeting with senior academic team – Brief overview of findings and next steps.</p> <p>To note: This meeting may be brought forward.</p> <p>The JBM visit team will advise senior staff of any concerns or issues identified during the visit. Accreditation recommendations, along with recommendations and requirements to the department, will be shared so that appropriate action plan can be prepared and sent to JBM for discussion at the next subsequent Board meeting along with the visit report.</p>
17:15	<p>End of visit</p>