

Quality Assurance Council

Quality Audit of Sub-degree Operations of Hong Kong Baptist University: 16 - 19 January 2018

Schedule of Key Dates

Notes :

- 1 Documents should be provided at the latest by the dates indicated.
- 2 Please refer to the Audit Manual for more specific details of each event.

13 April 2017 :	HKBU submits the goal statement to QAC Secretariat.
11 September 2017 :	HKBU submits Institutional Submission and supporting materials to QAC Secretariat.
16-17 November 2017 :	Mutual Briefing.
Week commencing 27 December 2017 :	QAC Secretariat confirms the audit programme with HKBU. HKBU submits information for audit trails and further information requested by the Panel.
16-19 January 2018 :	Audit Panel visit to HKBU (normally 3 days).
Week commencing 29 January 2018 :	QAC Secretariat sends principal findings of the audit to HKBU.
Week commencing 26 February 2018 :	QAC Secretariat sends draft Audit Report to HKBU for comment.
Week commencing 12 March 2018 :	HKBU provides comments on any factual errors or errors of misinterpretation in the draft Audit Report to QAC Secretariat.
9 April 2018 :	QAC Secretariat sends final Audit Report to HKBU.
23 April 2018 :	HKBU provides Institutional Response to Audit Report to QAC Secretariat.
September 2018 :	QAC formally considers Audit Report and Institutional Response, and forwards to UGC for consideration.
September/October 2018 :	QAC publishes Audit Report.
December 2018/ January 2019 :	HKBU submits Action Plan to QAC Secretariat.
March/April 2020 :	HKBU submits 18-month Progress Report to QAC Secretariat.