

List of required documents and annexes to the EMOS application

For documents in national language, a translation in English (non-certified) must be provided

No	Name of document/annex/proof	Check (v)
1	<p>EMOS application form For electronic submission, the application forms as Word and Excel files Please compress voluminous files as .zip files.</p>	
2	<p>Eligibility/Accreditation – Proof that the current programme is authorised by the relevant State authorities in an eligible country: Copy of the authentic curriculum document in the original language and its translation in English.</p> <p><i>Note: if the received accreditation implies the compliance with the Bologna process, please explain in a separate letter with reference to national legislation if relevant.</i></p>	
3	<p>Eligibility/Bologna – Proof that the programme is in line with the Bologna process and the European Credit Transfer and Accumulation System (ECTS) or equivalent.</p>	
4	<p>Selection/Programme details (mostly covered in the online application form), supporting documents can be added on assuring that:</p> <ul style="list-style-type: none"> – Detailed explanation how each EMOS learning outcome is reached by the offered courses. – At least 50 ECTS or equivalent of the programme are linked to subjects of the EMOS learning outcomes. – At least 30 ECTS or equivalent are dedicated to the Master thesis on a topic related to official statistics and an internship steered and supported by an NSI, NCB, ONA or IO. – If necessary, explain clearly how the remaining 10 ECTS are allocated in order to reach the overall minimum of 90 ECTS. – Start not later than one year after application. 	
5	<p>Selection /Cooperation with NSI – Proof of established collaboration with the respective NSI or other statistical authority: Copy of the written agreement of cooperation with the respective NSI, NCB, ONA or IO with regard to internships and other support such as cooperation in teaching and Master theses.</p> <p><i>Note:</i></p> <ul style="list-style-type: none"> – <i>The document should be signed by the highest possible hierarchy (equivalent to Director General or Director General Statistics).</i> – <i>Cooperation with national authorities other than ONAs or IOs can also be established. In such a case the NSI should sign a document</i> 	

	<p><i>certifying that the organisation is involved in production of official statistics.</i></p> <p><i>– In formally justified cases the internship could be substituted by a research project (written report) on topics relevant to official statistics. In such a case the NSI or NCB has to certify the research project as a relevant topic for official statistics.</i></p>	
6	<p>Selection /Teacher profile</p> <p>– CVs of course leaders</p> <p><i>Note: applications must include CVs not older than one year of each responsible course leader, explaining their experience relevant to official statistics. CVs of the proposed lecturers may be requested at a later stage on a case-by-case basis, if necessary.</i></p>	
7	<p>Assets/Quality</p> <p>– Document certifying that the Master programme is regularly monitored by an effective quality assurance system.</p>	
8	<p>Assets/Inter-institutional cooperation:</p> <p>– Document certifying that the Master programme has established cooperation with higher education institutions at the European level or participates in international networks.</p>	