

Joint Board of Moderators

International Accreditation Criteria

The Joint Board of Moderators accredits a number of degrees at universities outside the United Kingdom. The accreditation process and paperwork are the same as accreditation visits carried out in the UK.

1. All overseas requests for accreditation are reviewed on an individual basis.
2. Host universities are required to pay full cost of the accreditation visit.
3. The visiting team will comprise of two academic members, two practising members and a JBM secretary. Normally, at least one practising engineer is locally nominated by the ICE or IStructE country representatives.
4. Universities seeking accreditation must complete the Non-UK University Enquiry to JBM form for any request for accreditation to be considered.
5. Programmes are accredited for a maximum of five years. Another full accreditation visit is required after 5 years and the host university must pay the full costs associated with this visit.
6. Where a review visit is required, the host university must pay the full costs associated with the visit.

Costs:

If a visit were to be approved, it is the JBM policy that all Universities outside the UK meet the total cost of the accreditation visit. These costs include travel (business class flights, UK travel expenses and travel in the host country), accommodation and all other relevant expenses (meals, transfers etc). The visiting team will comprise of 2 academic members, 2 practising members and a JBM secretary who would all require accommodation during their stay in the host country.

The estimated costs would, normally include:

- Business Class return air travel from UK (if flight is over three hours duration)
- UK Travel
- Costs of any visa
- Travel in the host country
- Accommodation at 3* hotel or above
- Meals
- Transfers

Accreditation process:

- Universities seeking accreditation must complete the Non-UK University Enquiry to JBM form in the first instance. This form is sent to members of the JBM International Sub-Committee (ISC) for review.
- The ISC will then decide if the visit should take place.
- Visit dates are proposed to the university by the JBM Secretariat. Once the visit date is confirmed, the JBM Secretariat will try to find volunteer members to participate on the visit

which will include at least one academic member, one industrial member and a visit secretary. The ICE and IStructE will also seek at least one local industrial volunteer member through their country representatives.

- The university will then need to book flights and accommodation for the visit team members and also cover the costs of any UK travel, meals, transfers, etc.
- The university is required to send the accreditation submission document at least 8 weeks prior to the visit directly to the visit team members and also provide the proposed visit timetable. The timetable will need to be approved by the visit team leader.
- The JBM visit secretary will produce the visit report after the visit and this will be sent to the University for Factual Correction in due course.
- The final draft report will be considered by the ISC at its next subsequent meeting. Any recommendations on accreditation will need to be approved by the JBM Main Board.
- The ICE database, JBM List and Engineering Council database will be updated with the accreditation of the course if the recommendation is approved by the JBM.

Useful documents:

- [Accreditation submission document](#)
- [Guidance on the accreditation process](#)

Contact Us and Queries:

If you have any questions on the process or to request any forms and guidance, please email jbm@ice.org.uk or write to:

Joint Board of Moderators
Institution of Civil Engineers
1 Great George Street
London
SW1P 3AA

Please note that all correspondence regarding any aspect of the accreditation process should be sent to JBM. Universities must not enter into correspondence with members of the visiting panel.