

CET Program Assessment Procedures

CET Academic Programs is committed to maintaining impeccable quality at each of its program locations. CET solicits feedback from faculty, study abroad professionals, students and staff to continually assess its programs, and takes every evaluation seriously. CET staff members strive to fine-tune each program, responding quickly and creatively to challenges. The resulting quality is evidenced by the list of top-tier colleges and universities that entrust their students to CET.

CET employs the following assessment methods:

Site Visit Evaluations **Completed by: Faculty and Study Abroad Professionals**
Representatives of US institutions frequently visit CET sites. Visitors are generally given *carte blanche* to sit in on classes, attend excursions, explore facilities and speak with students without staff present. While CET provides visitors with a list of questions for consideration, use of these questions is optional and many visitors rely on their own evaluation forms. CET asks visitors to share their assessments after return to the United States.

Program Reports **Completed by: CET Staff**
CET staff members regularly assess the programs under their purview. Resident staff submit midterm and final reports about all facets of the program—from facilities to academics to excursions—to the CET home office. US-based staff typically visit programs once per year, usually more.

Program Evaluations **Completed by: CET Students**
CET students are asked to formally evaluate their program at three junctures: midway through the program, at the end of the program but before departure, and after return to the United States. The first two evaluations solicit specific feedback about issues such as pre-departure operations, academics, local roommates, excursions, facilities, on-site support, etc. The final evaluation is more reflective and asks questions about the overall study abroad experience, culture and re-entry shock, and the influence of study abroad on the student's academic and personal life. Student evaluation summaries are available on request.

Annual Meetings **Completed by: Program Advisory Boards**
Each CET program maintains an advisory board comprised of US faculty and study abroad specialists. Advisory boards meet annually to review the programs, and provide CET staff guidance about curriculum, teaching standards and academic management. Board members frequently visit sites to conduct teacher training and program evaluations. Advisory board members are listed on the CET website.