



Approved
in 02.02.2022
Doctor, associate professor
Todorich L.P.
Protocol №
February 2022



INTERNAL AUDIT PROGRAM OF THE QUALITY MANAGEMENT COUNCIL ON THE FACULTY OF ECONOMICS ON 2021-2022 SCIENTIFIC. YEAR

№	Name of the event	Terms conduct	Notes
1.	Checking the availability of curricula for the 2nd semester 2021 - 2022 academic year and compliance with the Instructions for the design of the curriculum / module	Until the end of September	
2.	In order to prepare for state accreditation of educational programs implemented at the university, to conduct a check of documentation at the Faculty of Economics	At the end of the year	
3.	Examination of examination materials of the department for conducting winter examination session	Until December 10	
4.	Checking the availability of curricula for the II-th semester 2021 - 2022 academic year and compliance with the Instructions for the design of the curriculum for the discipline / module	Until the end of January	
5.	Examination of examination materials of the department for the conduct of the annual examination session	Until May 10	
6.	Examination of examination materials of the department for conducting examinations for GEC	Until the end of April	
7.	Checking the status of documentation in practice: - familiar; - production; - licensed; -professional.	until the end of March until the end of February until the end of February until the end of October	
8.	Checking the availability of methodical instructions on the writing and design of diploma work for the specialties of the Faculty of Economics		
9.	Checking the availability of methodical instructions on the writing and registration of master's dissertations in the specialties of the Faculty of Economics		
10.	Checking the filling of academic journals of the Faculty of Economics	At the end of the year	
11.	Checking compliance with the schedule of teachers on duty at the Department of Economics and filling in the magazine	At the end of the year	
12.	Inspection of visits and analysis of classes of PPS of the Faculty of Economics	At the end of the year	
13.	Visits and analysis of open classes of members of the Department of Economics	At the end of the year	
14.	Checking the completion and maintenance of journals accounting for the implementation of the curriculum, attendance and progress	At the end of the year	
15.	Checking the performance of corrective actions by teachers on the notes found during the course of internal audits	At the end of the year	
16.	Schedule verification during the period 2021-2022 uch. years	At the end of the year	

№	Name of the event	Terms conduct	Notes
17.	Verification of documentation related to the conduct of state examinations at the Faculty of Economics	The beginning of May	
18.	Registration of the journal of registration of internal documents	February	
19.	Verification of documents related to the conduct of state examinations	The beginning of May	
20.	Analysis of courses on the platform Moodle according to the questionnaire presented by teachers (self-assessment of the course) on the specialties of the department	March, May, September	

Authorized for quality at the Faculty of Economics
doctor of economic sciences

Muska /Muska S.F./