

Course Information Form

This is a PDF sample version of the online course information form that Pledgers will need to complete when making a course application. The answers Pledgers provide to these questions will be used both for the Quality Check of courses prior to publication and for the course description in the course catalogue on the Deep Tech Talent Initiative website.

Please do not use this PDF to make a course application, you will be given access to the online form with instructions at the appropriate time.

Note that the online form is divided into five tabs, which correspond with the section headings in this document.

Mandatory questions in the form are marked with an asterisk.

General

Course ID

The following Course ID has been assigned by the system.

Course Image*

Please provide an image illustrating the course.

<Upload image button>

Course Fee*

Please indicate whether the course is a paid course or free of charge.

- ☐ Free course
- ☐ Fee applied

Total hours of learning*

How many hours of learning does the course contain in total?

(Note that to be published on the Deep Tech Talent Initiative platform, the course must contain at least 50 hours of learning, or at least 25 hours if aimed at learners under 18.)

Course Provider general URL*

Apply now (link)

<Apply Now button>

Group bookings (link)

<Select Link button>

Course certification provided*

Do learners who pass the Course receive a certificate of achievement and/or a qualification?

- ☐ Yes
- ☐ No

Course certification type*

Which types of certificate and/or qualification are issued to learners who pass the course?

Tick all answers that apply. If 'Other', please indicate the certificate/ qualification type in the text box.

- ☐ Certificate of Achievement from the Course Provider
- ☐ Academic Qualification
- ☐ ECTS (European Credit Transfer and Accumulation System) credits that can be put towards an Academic Qualification
- ☐ Professional Qualification
- ☐ Digital Badge
- ☐ Other, please specify

Course certification*

If the course is certified by an official body, please enter the title of the certification.

Descriptions

Venue*

The location of the course.

Content description*

Description of the course content. Will be shown on the course details page in the course catalogue.

Short description*

Shown in course sidebar.

Learning objectives*

The learning objectives of the course, preferably in a bullet list.

Skills addressed

Semicolon separated lists of keywords, preferably from the ESCO taxonomy.

Categorization

Countries*

In which country or countries will the course be delivered?

If the course is delivered in specific countries (rather than Europe-wide), please list each country in which the course will be delivered in the text box. If the course is delivered across Europe, you can state 'across all European countries' rather than listing each one.

Deep Tech fields covered*

Please select the Deep Tech categories with which your Course most closely aligns. Tick all answers that apply. (Note that any course published on the DTTI platform will need to be aligned with at least one of these categories.)

- ☐ Advanced computing / quantum computing
- ☐ Advanced manufacturing
- ☐ Advanced materials
- ☐ Aerospace, automotive and remote sensing
- ☐ Artificial intelligence and machine learning (including big data)
- ☐ Biotechnology and life sciences
- ☐ Communications and networks
- ☐ Cybersecurity and data protection
- ☐ Electronics and photonics
- ☐ Internet of things (IoT), World Wide Web Consortium (W3C), semantic web
- ☐ Robotics
- ☐ Semiconductors (microchips)
- ☐ Sustainable energy and clean technologies
- ☐ Virtual reality, augmented reality, metaverse
- ☐ Web 3.0

Course language*

In which language(s) will the course be delivered?

Please list all languages in the text box.

Course level*

Please select the level of learning with which the course most closely aligns.

- ☐ Upper Secondary equivalent
- ☐ Undergraduate equivalent
- ☐ Postgraduate equivalent

Learner pre-requirements*

Describe whether there are any pre-requirements learners have to meet (and if so, what they are).

(e.g. academic qualification, prior work experience, etc.)

Course format*

In what format is the course delivered?

- ☐ On-Site
- ☐ Online
- ☐ Hybrid

Target group*

- ☐ Upper Secondary
- ☐ Tertiary
- ☐ Postgraduate
- ☐ Vocational
- ☐ Continuing

Quality Check related

Course website

Please provide a link to the course website if different from the 'Apply now' link given in the 'General' tab.

(N.B. If the course is in development and doesn't yet have a website, please indicate when the content will be available to view online.)

EQF Course level*

To which level of learning in the European Qualification Framework (EQF) is the course content equivalent?

(Note that DTTI courses must be equivalent to EQF Level 3 or above. As a rule, EQF 3 relates to the level learners achieve during the final years of secondary school or vocational and skills training at a similar level. Levels 4-6 relate to the level of learning a learner acquires during their undergraduate studies, with level 6 representing degree level or professional and skills training at a similar level. Levels 7-8 relate to learning equivalent to postgraduate studies or highly advanced professional training. See <https://europa.eu/europass/en/europass-tools/european-qualifications-framework> for more information.)

- ☐ EQF 3
- ☐ EQF 4-6
- ☐ EQF 7-8

Course type*

What type of course is it?

- ☐ Academic (higher education)
- ☐ Academic (school)
- ☐ Professional training

Work-based learning*

Does the course include work-based and/or practice-based learning?

(If 'no', please tick the 'no' box. If 'yes', please tick all relevant types of learning and/or list them under the 'other' category)

- ☐ No
- ☐ Applied learning at work
- ☐ Work experience, internship, etc.
- ☐ Experiential learning (e.g. lab work, site visits, etc.)
- ☐ Other, please specify

Assessment*

How is the course assessed?

Tick all answers that apply.

- ☐ Computer-marked activities
- ☐ Activities marked/ assessed by an educator who taught the Course
- ☐ Activities marked/ assessed by an internal assessor who has not taught the Course
- ☐ Activities marked/ assessed by an external assessor

Intellectual Property*

Please confirm that the course only contains or uses protected Intellectual Property or copyrighted content and materials that are lawfully granted.

☐ I confirm that the course only contains or uses protected Intellectual Property or copyrighted content and materials that are lawfully granted.

Provision of course and learner data*

Do you commit to providing the following course-related data on a regular reporting cycle?

The following data are required for DTTI monitoring and evaluation purposes. Note that data must be provided at the individual learner level and anonymised (e.g. in a spreadsheet where each row contains the data relating to one student).

- Course Starters
- Course Completers
- Course Passers
- Course Withdrawers
- Gender of each learner (Male/ Female/ Other)
- Nationality of each learner

☐ Yes

☐ No

Provision of further information for evaluation

In principle, are you willing to provide additional information on request for the purposes of course evaluation?

(For example, course-level information about learner satisfaction, employability outcomes, etc.)

☐ Yes

☐ No

External quality assurance*

Is the course subject to quality assurance by an external agency or agencies?

(If 'yes', please answer the next two questions about the type of QA agency and agency name(s). If 'no', please skip to the 'Internal quality assurance' questions)

☐ Yes

☐ No

Type of external quality assurance

Which type(s) of agency provide external quality assurance for the course?

Tick all answers that apply.

- ☐ National higher education quality assurance agency
- ☐ National secondary education quality assurance agency
- ☐ Other type of qualification assurance agency

QA agency name(s)

Please list the names of external agencies involved in quality assurance of the course.

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Internal quality assurance: course design*

Has the course been designed and approved through a documented quality control process within your organisation?

(i.e. through an internal quality control process)

- ☐ Yes
- ☐ No

Internal quality assurance: course delivery*

Is the course delivery regularly monitored and reviewed through a documented internal quality control process?

- ☐ Yes
- ☐ No

Partnerships*

Is the course delivered directly by the Pledger organisation or through/ with partners?

(If the course is delivered entirely or partly through partners, please answer the next two questions. If the course is delivered entirely by the Pledger organisation, please skip to the question about Deep Tech Talent Initiative 'transversal dimensions')

- ☐ Entirely by the Pledger organisation
- ☐ Entirely through partner organisation(s)
- ☐ Partly by the Pledger organisation and partly through a partner/ partners

Partner names

Please list the names of any partner organisations involved in delivery of the course and describe briefly which element(s) of course delivery they are responsible for.

(Please write the partner name(s) followed by a short description of their responsibilities. Example descriptions: Production of Course Materials; Teaching; Assessment; Learner Support; Evaluation of Course delivery, etc.)

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Partner quality review

Please describe briefly how and how often you review the quality of any elements of the course delivered by a partner.

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DTTI transversal dimensions*

The DTTI also aims to contribute to three 'transversal dimensions' for Deep Tech (below). To which of these dimensions does the course contribute?

Tick all answers that apply.

(Note that if you tick the 'Global challenges / UN Sustainability Goals, you will be able to specify with which goals the course most closely aligns in the next question.) For more on the UN's 17 sustainable development goals, see <https://sdgs.un.org/goals>

- ☐ Innovation and entrepreneurship in Deep Tech context (e.g. training in skills relating to ideation, market validation and verification, business planning, IPR, regulatory environment, etc.)
- ☐ Inclusion of women as Deep Tech scientists, researchers or innovators and/or inclusion of the following groups: people from disadvantaged backgrounds; people from minority ethnic groups; people with disabilities; unemployed people re-entering the job market
- ☐ Global challenges / UN sustainable development goals within the Deep Tech context

UN Sustainable Development Goals

With which UN sustainable development goals does the course most closely align?

(If it does not align, please tick the 'None of the categories below' box. If it does align, tick either one, two or three categories.)

Please select at most 3 options.

- ☐ None of the categories below
- ☐ No poverty
- ☐ Zero hunger
- ☐ Good health and wellbeing
- ☐ Quality education
- ☐ Gender equality
- ☐ Clean water and sanitation
- ☐ Affordable and clean energy
- ☐ Decent work and economic growth
- ☐ Industry, innovation and infrastructure
- ☐ Reduced inequalities
- ☐ Sustainable cities and communities
- ☐ Responsible consumption and production
- ☐ Climate action
- ☐ Life below water
- ☐ Life on land
- ☐ Peace, justice and strong institutions
- ☐ Partnerships for the goals

Course structure

Describe briefly (up to 300 words) the course structure.

(i.e. how the course breaks down into blocks of learning or modules)

Teaching design

Describe briefly (up to 400 words) how the course will be taught and delivered.

(e.g. how much of the course will be taught directly by a teacher in a live context, how much will be delivered through online content, etc.)

Assessment design

Describe briefly (up to 300 words) how the course learning outcomes will be assessed.

(e.g. describe the types of assessment activity, how they will be marked and graded, whether feedback will be provided)

Learner feedback, complaints and appeals

Describe briefly (up to 400 words) the processes you have in place for learners to feed back on the course, and if necessary, make a complaint or appeal.

(e.g. learner survey, process for appealing a mark or grade, etc.)

Quality control processes*

Describe briefly (up to 500 words) the quality control processes for the course design and delivery.

Please provide some additional evidence to support answers to the questions around quality assurance in the 'Course Details' tab. This may include brief descriptions of:

- What checks and approvals the course goes through in the design stage
- How and how often the course delivery is reviewed
- Processes for implementing changes and improvements
- Any external quality assurance processes that the course undergoes

Management of teaching quality*

Describe briefly (up to 400 words) how the quality of teaching on the course is managed.

(e.g. recruitment criteria for teachers/ educators, how they are reviewed, etc.)

Course delivery pattern

How many times per year will the course be run?

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Full, reliable and true information*

Your organisation is expected to provide full, reliable and true information relevant to the course, without knowingly withholding information that might impact on its acceptance on the Deep Tech Talent Initiative platform. The same extends to information given about partners, contractors and subcontractors involved in the training, its delivery or management.

☐ I confirm that the information provided about the course is true and correct.

Dates

Dates

Add all relevant dates for the course.

1	Start date	
	End Date	
	Application deadline	