



**CIRCULAR LETTER TO 9 BOLOGNA DECLARATION SIGNATORY COUNTRIES (ALBANIA, ANDORRA, BOSNIA-HERCEGOVINA, CROATIA, THE HOLY SEE, THE RUSSIAN FEDERATION, SERBIA AND MONTENEGRO, SWITZERLAND, THE FORMER YUGOSLAV REPUBLIC OF MACEDONIA)**

**RE: CHECKING OF THE FIRST DRAFT OF THE COMPARATIVE OVERVIEW FOR *FOCUS ON THE STRUCTURE OF HIGHER EDUCATION IN EUROPE 2004/05***

Dear Colleagues,

The 2005 edition of this *FOCUS* publication will be among the documents distributed to ministers at the conference on the follow-up of the Bologna Process, which is to be held in Bergen (Norway) on 19-20 May. The information it contains must be totally sound and reliable, and your own assistance in this respect is of crucial importance. To ensure the level of quality required, it is planned that you should give your formal approval in two stages to this comparative overview, which will be contained at the beginning of the publication. The first of these stages is the subject of the present circular and has to be completed by 14 March. The second will occur towards the end of March (before Easter) and focus on the comparative overview as revised in accordance with your initial comments. In the meantime, we shall establish contact with you (through Sverre Rustad) before the end of March to secure formal approval of your national contribution (national description and diagramme). Given the very tight timetable it is recommended that you take the greatest possible care with this first stage of checking.

We are pleased to send you, for verification, the draft comparative overview concerned with the essential aspects of the follow-up of the Bologna Process, namely the introduction of the two-cycle structure and the inclusion of doctorates as the third cycle, the implementation of ECTS and the Diploma Supplement, and the main elements relating to the system of higher education quality assurance.

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and is administered by EU Solutions srl*

This first draft of the comparative overview has been prepared using information contained in the national descriptions which, in the case of certain countries, still contain omissions (insufficient or sometimes not very clear information). The document that we are sending you raises some further questions. We therefore ask you to check it very carefully indeed. In particular, you should determine whether your position in the various Figures and in the text is correct and, in the case of some countries, add to or supplement the information as appropriate with reference to the questions we have asked in footnotes or in the tables.

If the situation in your country is incorrectly described in any way whatever and as a result of mistaken information contained in the national description, would you please also indicate clearly the amendments that have to be made to this description. Similarly, if you propose the addition of information to the comparative overview, which is not yet included in your national contribution, it is essential that you also send us a text for insertion in the latter, so that the information contained in the overview is fully consistent with the content of national contributions.

We should be grateful if you would undertake checking of this penultimate draft version of the comparative overview and send your comments to Sverre Rustad ([Bologna@ufd.dep.no](mailto:Bologna@ufd.dep.no)) by **14 March 2005 at the latest**. Compliance with this deadline is essential if the publication is to be printed in time for the conference of ministers. If the deadline poses problems for you, therefore, please inform the Bologna Secretariat.

Your diagramme as well as your national descriptions containing all necessary amendments, including those deriving from revision of the comparative overview, will be sent you for final checking as they are completed.

Kindest regards,

Patricia Wastiau-Schlüter  
Head of the Eurydice European Unit

cc: AJH, AM (DG EAC)