

Anthroposophic Council for  
Inclusive Social Development



Education  
Wellbeing  
Community

International Training Circle

Portfolio Questionnaire

**Adopted Version of 4.5.2017 (revised April 2019)**

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## Portfolio Questionnaire

International Training Circle

Anthroposophic Council for Inclusive Social Development

Goetheanum – School of Spiritual Science

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### 1 Professional Education Center

Name in original language:

Name in English translation:

Legal entity:

Year founded:

Street:

Country/post code/city:

Phone:

Fax:

Email:

Website:

Contact person:

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### 2 Application for recognition as

Basic (first professional) training

Continuing or further education

Foundation course

Type of process

Initial certification

Recertification

Course/program offered only one time

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### 3 Educational goals and objectives

We prepare individuals to work in the following fields of curative education and social therapy:  
(If you offer more than one program, please complete a separate questionnaire for each distinct type and format.)

(e.g. professionals in early childhood education, teachers, therapists) Our program description / statement of goals and objectives is enclosed.

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### 4 Who can participate in the program?

What prior educational level do applicants need to have (minimum requirements)?

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Is completion of a prior professional qualification required?      Yes      No  
Is a personal interview part of the application process?      Yes      No  
Entrance examination?      Yes      No  
What is the minimum age for enrollment?      years  
Is an internship or practicum required prior to admission?      Yes      No  
Minimum length of required internship/practicum? (weeks/months/years)

Are there any additional prerequisites?

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## 5 Program delivery

How long does the program take?      years  
How many cohorts do you run in parallel?  
How many places for students / trainees do you offer in total?

What is the total number of hours included in the program?

in academic lessons:	lessons @ 45 min /	lessons @ 60 min
in artistic lessons:	lessons @ 45 min /	lessons @ 60 min
in guided / supervised practice:	lessons @ 45 min /	lessons @ 60 min
in practical work:	lessons @ 45 min /	lessons @ 60 min
in other instructional formats:	lessons @ 45 min /	lessons @ 60 min

What curriculum do you follow?  
(Please enclose the curriculum or a summary.)

What supports do you provide to the students (e.g. mentoring)?

How are students included in the development of the program?

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## 6 Conclusion / Graduation

a. Is graduation subject to an internal or external examination process?

no examination process

internal examination process

external (state or academic) examination process

Please enclose a description of the contents of the examination process.

b. Graduates of the program receive the following state recognized qualification (original title):

c. Graduates of the program are entitled to work in the following fields:

d. How many students have successfully completed the program in the last three years?

Year : students | Year : students | Year : students

Please enclose a copy of the certificate that you award!

The qualification permits enrollment in the following further / post-graduate educational programs:

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## 7 Faculty

Who leads your professional education center?

Please include a list of faculty in the following format:

	Name	Profession / academic degree	Responsibilities
Permanent faculty			
Regular guest instructors			

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## 8 Quality development

Are you using a specific instrument / process for quality assurance?  
Is your professional education center certified according to a particular process?

## 9 Collaboration / networking

Which other professional education centers do you cooperate with? In what form?

Which training and education networks are you a member of (e.g. national associations)?

In which training and education-related committees and networks do you hold active roles (e.g. board memberships / trusteeships)?

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## 10 List of enclosures

Mission statement / concept

Curriculum

Financial statements (e.g. audited annual statements and reports)

History of the professional education organization (only for initial certification)

Professional education / training brochures

Organizational chart

Certificates of state / academic recognition / accreditation

Documents related to examination processes

Template / copy of certificate issued to graduates

List of faculty / staff

Annual reports

Response to recommendations (only for recertification)

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Additional remarks: