

My practical evaluation schedule

The 10 key stages to keep in mind!

November 2015

1

Presentation of the **2016-2017 evaluation campaign** (Group C) to the Presidents of the institutions to be evaluated

> [View presentation materials](#)

> [View infographic on Group C evaluations planned](#)

January-February 2016

2

On-site evaluation campaign **launch meetings** and reference documents uploaded to the website

> [Read the invitation letter, in French, from the President of HCERES dated 23/12/2015](#)

> [View the dedicated online area](#)

24 March 2016

3

Institutions submit the **lists of bodies to be evaluated** by 24 march 2016 at the latest.

> [How to send the lists to HCERES?](#)

1 June 2016

4

Institutions send a **generic e-mail address** by 1 June 2016 at the latest. This shall serve as a login username for applications and be used for sending to:

aide.pelican@collecte.evaluation-contractualisation.fr

30 June-1 July 2016

5

Half-day **presentations on the Pelican exchange platform** with a view to submission of evaluation files

> [How to submit my file?](#)

4 July 2016

6

Opening of PELICAN
Submission of evaluation files can begin.

> [Access the application](#)

13 October 2016

7

Closure of PELICAN
End of submission of evaluation files

from mid-October 2016

8

External evaluation:
creation of the committees of experts, on-site visits/evaluation based on file documents, drafting and publication of the evaluation report

from January 2017

9

Review of evaluation reports and submission of **comments from the evaluated body** via the HCERES electronic document management application (GED)

> [Access the application](#)

from February 2017

10

Publication of evaluation reports on the HCERES website (www.hceres.com)