

ICM Student recruiting summary



ICM contact seminar in Warsaw (10-12.04.2019)



- S.11 Gr.6 p.1
- Interview requirements:
 - flexible (soft skills)
 - Inter-cultural experience
 - Involvement of ex-mobility students
 - Non experienced but with soft skills
 - Grades !!!
 - Motivation
 - Language skills
 - recommendation letter / CV / motivation letter
 - Preparation:
 - Partner countries PDO event
 - Programme countries orientation week
 - Seminar of SAFETY
 - Connecting with other alumnij
 - VISA support
 - Buddy system
 - ESN, IRO, ISA, Non university student, alumnij
 - Friendly, motivated, Normal, enthusiastic

- S.11 Gr.4 p.1-3
- ### RECRUITMENT
- CRITERIA: - ACADEMIC PROFILE (MATCH SUBJECT AREAS)
- ACADEMIC MERIT
 - LANGUAGE PROFICIENCY (CERTIFICATE OR EXAM)
 - MOTIVATION LETTER + CV
 - INTERVIEW
- SELECTION PROCEDURE:
- OFFICIAL DOCUMENT ACCEPTED BY SENIOR FACULTY / IEO / VICE-RECTOR FOR INTERNATIONAL RELATIONS
 - APPROVED OF / CONSULTED WITH HOST UNIVERSITY
 - CLEAR, OBJECTIVE
 - COMPLAINT PROCEDURE INCLUDED
 - HARMONISE! (e.g. 15 host universities AND ONE PROCEDURE FOR YOUR STUDENTS)
 - HOST UNIVERSITY INVOLVED (?)

- S.11 Gr.2 p.1
- ### 1. Recruitment of STUDENTS:
- OPEN CALL FOR APPLICATIONS
 - LIST OF DOCUMENTS:
 - CV
 - MOTIVATIONAL LETTER
 - TRANSCRIPT (CGPA)
 - REFERENCE LETTER (2)
 - ENGLISH LEVEL (B2-C1)
 - PASSPORT
 - EVALUATION COMMITTEE
 - HEAD OF DEPARTMENTS
 - SHORT LISTING
 - SKYPE CALL INTERVIEW / SESSION (with the partner evaluation committee)
 - FINAL SELECTION

- S.11 Gr.2 p.2
- Main conclusions:
1. Involve people with special needs, vulnerable groups - Asperger syndrome e.g.
 2. PPP to be developed on inter-cultural and safety issues - ^{NEOS} / ^{UKS}
 3. ICM info point with different guides, brochures, leaflets on before & after mobility

- S.11 Gr.2
- ### RECRUITMENT OF STUDENTS
- transparent procedure of selection (incl. KPI's)
 - to decrease the level of subjectivity during the decision process
 - academic success (hard-skills)
 - social activity (e.g. former buddy)
 - English (German, etc...) proficiency
 - motivation from student / recommendation from chair/dean
 - interview

Recruitment of students issues

Clear and transparent official document in university (procedure) of student selection (including diversity, vulnerable groups and students with special needs) needed to be developed

- It should be developed in advance with the host-university -> *taking into account local peculiarities*
- It should be publicly available at earliest -> *decreasing the level of subjectivity during the decision process*

• Hard-skills

- Academic success (grade point average GPA, CGPA, etc.)

• Soft skills

- Language proficiency (host country language, or one of the international languages). (Certificates are preferable, but not required).
- Motivation from student (e.g. in form of letter)
- CV
- Reference letter (from department / dean / external body)
- Social activity proof (e.g. ex-buddy, volunteering, participation in student union, pro-active organization of events, etc.)
- Face to face interview in home institution
- Telco interview with host institution representative

• ICM info point in HEI with all needed documentation on international mobility (guidelines, brochures, leaflets) before, during and after mobility -> *supporting the student through the mobility lifecycle*

• Familiarization with special guideline on inter-cultural (religious, political, ethical) and safety issues (developed by NEOs or NAs)



Questions, comments?