



Requirements and selection criteria for nomination and application to the university wide (central) agreements 2018/19

Dnr SU FV-6.2.1-2810-17

REQUIREMENTS

General eligibility requirements

General eligibility requirements apply for students wishing to apply for nomination to exchange places at Stockholm University's university wide agreements, the academic year 2018/2019. Applicants must meet the following requirements:

- **Registration.** Registration of current studies documented at Stockholm University in LADOK autumn semester 2017. Ongoing approved leave from studies does not count as registration. Registration in LADOK will be controlled upon nomination.
- **Higher Education Credits.** Minimum 45 Higher Education Credits (HECs) from Stockholm University reported in LADOK on the last day of the application period, **5 December, 2017**. Credits transferred from other institutions are not taken into account.
- **Exchange studies.** The planned exchange period shall be full time studies and credits shall be transferred to Stockholm University upon return. A preliminary course selection shall be agreed upon by the International Coordinator/Study Councillor at your department or International Degree Officer at the Student Services. The preliminary course selection shall be included in the application.
- **Current nomination.** Students that have already been nominated to exchanges studies through a bilateral university wide agreement or network are not eligible to apply.

Special requirements

The receiving partner institutions can require:

- Course prerequisites
- Minimum grade average
- Documented language skills (for example TOEFL/IELTS, high school grade or similar)
- Minimum one year completed studies at Stockholm University before starting the exchange



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Selection Criteria

Applications are judged on the following criteria in the order below:

- 1) **Complete application.** Incomplete and/or late applications will not be considered. The complete application by **December 5 (23:59pm)** AND (pdf-version of online application including preliminary course selection and personal letter) must reach **Registrar, registrator@su.se, no later than December 7, 2017.** Write the "Dnr" in the subject field of the e-mail.
- 2) **Previous exchange studies.** Students, who have not previously participated in any kind of exchange program at Stockholm University, are given priority. Previous participation in an exchange program will be controlled in LADOK. Previous exchange students cannot apply to an institution where he or she has already done an exchange period through Stockholm University.
- 3) **Study results.** In case of competition with more applicants than available places the selection is made primarily by:
 - **Number of Higher Education Credits at Stockholm University** (however maximum 120 HECs) taken and registered at Stockholm University during the period *31 August, 2015 – 5 December, 2017* (i.e the academic years 2015/2016 and 2016/2017 as well as fall 2017 up to 5 December, 2017) documented in LADOK. Transferred credits are not taken into account.

Applicants are divided into four categories:

- category 1: 120-101 HECs
- category 2: 100-81 HECs
- category 3: 80-61 HECs
- category 4: 60-45 HECs

Category 1 gives priority before category 2 and so on.

and secondly by:

- **Grade point average**, i.e. grades from all finished courses at Stockholm University registered in LADOK between 31 August, 2015 – 5 December, 2017 (i.e the academic years 2015/2016 and 2016/2017 as well as fall 2017 up to 5 December, 2017).
- 4) **Personal Letter.** Assessment is done by the aim of exchange studies, experience from for example engagement in organizations, work and/or language skills. Please note that no certificates shall be attached to the application.