General eligibility criteria for outgoing exchange students from Åbo Akademi University

The eligibility criteria have been compiled by the International Office and approved by the group for internationalisation at Åbo Akademi University. The eligibility criteria apply to all agreements at the International Office starting with the application round beginning in the autumn of 2013.

Åbo Akademi University wants to send the most suitable students to its partner universities. The basic criteria for participating in student exchange are as follows:

Exchange studies always refer to full-time studies at the host university during at least one term and a maximum of one academic year.

All degree students registered as present, who fulfil the application requirements, can apply. One should be registered as present at the time of handing in the application, as well as registered for degree studies (as present or absent) during the entire exchange.

Places in exchange programmes are primarily intended for students at the bachelor and master levels.

Students at the master level, who only take a master’s degree at Åbo Akademi University (with a bachelor’s degree from another university), should have passed at least 15 ECTS of their master’s degree studies at the last day of the application period.

Students at two-year master programmes can only apply to exchange programmes supported and coordinated by the department (NB! This does not apply to those studying at the master level).

Studies abroad shall be included in the degree at Åbo Akademi University either as intermediate studies, advanced studies or as a minor subject. Some studies can be included as optional studies. Preliminary study plans, pre-approved by the head of subject, are required already when applying. The student is responsible for following the study plan and informing the head of subject of any changes.

The applicant should provide a certificate of his/her language skills in the language of instruction at the host university (according to specific criteria for the different programmes), or a plan of how the applicant is planning to acquire sufficient language skills before the start of the studies at the host university.

The success in the studies at Åbo Akademi University also plays a certain role in the selection process. Possible requirements of a grade average minimum will be stated in the advertising of specific programmes/places.
Students who are at the end of their studies and/or cannot include their exchange studies in their degree that they are registered for, should be able to provide a specific justification for the studies abroad.

**Graded eligibility criteria for competitive situations**

The purpose of the eligibility criteria is to clarify what is considered additional qualifications when applying for studies abroad and competitive situations occur. A competitive situation refers to a situation where there is a greater amount of applicants than the number of places available at a certain university or exchange programme. An applicant at the bachelor level has to have a minimum of 60 ECTS taken at Åbo Akademi University at the last day of the application period. Students at the master level, who are only taking a master’s degree at Åbo Akademi University (with a bachelor’s degree from another university), should have passed at least 15 ECTS of their master’s degree studies at the last day of the application period. Applicants should also fulfil the minimum requirements of the host university.

When assessing the applicants, all the eligibility criteria will be put together. If it is not possible to distinguish between the applicants based on the graded eligibility criteria, a decision will be made by drawing lots. Applicants will be assessed based on the qualifications they have at the last day of the application period. Applications that are incomplete after the last day of the application period will not be considered. Decisions regarding the selection cannot be appealed against. No explanation will be provided in cases of turned down applications.

ECTS credits that have been registered up to the last day of the application period (according to submitted transcript from the study register STURE) will be taken into account when assessing the applicants. In addition to this, the following is also assessed: the written personal motivation letter/statement of purpose, the student’s justification for and benefit of studying abroad, the choice of university, and the connection of the planned studies to the student’s degree programme. Additionally, recommendation letters and possible engagements at Åbo Akademi University are also taken into consideration.

1. **Basic points: Points for rate of study** (the rate of your studies is calculated by dividing the amount of credits with the amount of terms you have been registered as present)
   - Extra points for applicants with at least 55 ECTS/year of study up until the last day of the application period, 2 points.

2. **Study results, maximum 5 points**
   - Applicants with a grade average of 2.5 get 2.5 points, applicants with a grade average of 3 get 3 points, and so forth.

3. **Relevant language skills, maximum 3 points**
• Certificate of language skills, grades in language courses. Additionally, the motivation letter is assessed if it is written in the language of instruction or in English.

4. **Student engagement at Åbo Akademi University, maximum 3 points**
   • Position of responsibility/Commission of trust, for example: student representative on department/faculty board or similar, tutor for exchange students, engagements in student associations, member of the Student Union board.

5. **Letters of recommendation, maximum 1 point**

6. **Personal eligibility (study plan and motivation letter), maximum 5 points**
   • Communicative skills – how well the student can express him/herself
   • Academic goals for the exchange: what does he/she want to achieve by studying abroad for his/her degree at Åbo Akademi University?
   • How well do the courses in the study plan fit the academic justification?
   • Previous experiences that have prepared the student for the planned exchange
   • Emotional stability and maturity
   • Willingness to share his/her experiences of studying abroad after the exchange
   • Ability to represent the home university and be an ambassador for Åbo Akademi University
   • Hobbies and interests that support integration at the host university and in the host country

7. **Other**
   • If applicants have the same amount of points, applicants with the fastest rate of study in combination with a grade average of at least 3.2 (e.g. for ISEP to North America), as well as a good justification for the exchange (according to the abovementioned criteria), will be prioritised.