How to submit a <u>successful</u> Study Abroad application

International Relations

13 October 2017

Universiteit Leiden
The Netherlands

STUDY ABROAD FESTIVAL

Topics

1. Timeline (university-wide)
2. Leiden Study Abroad online application
3. Leiden selection process
4. Tips to stand out
5. Application to partner university

1. Exchange timeline university-wide

Orientation & eligibility	
Application at Leiden:	until 1 December 23:59
Selection & placement offers	From 4 Dec until the last week before the holidays
Accept/decline your offer	2 weeks after you get your offer (mostly within the 1st week of January)
Nomination & info sessions	January - March/August-September (for 2nd semester)
Application to partner university	January - June/august-end October (for 2nd semester)
Acceptance	March – July /October-January (for 2nd semester)
pre-departure (mandatory)	April
Study abroad	
Share experience	returnee day: march?, pre-dep april, SAF october

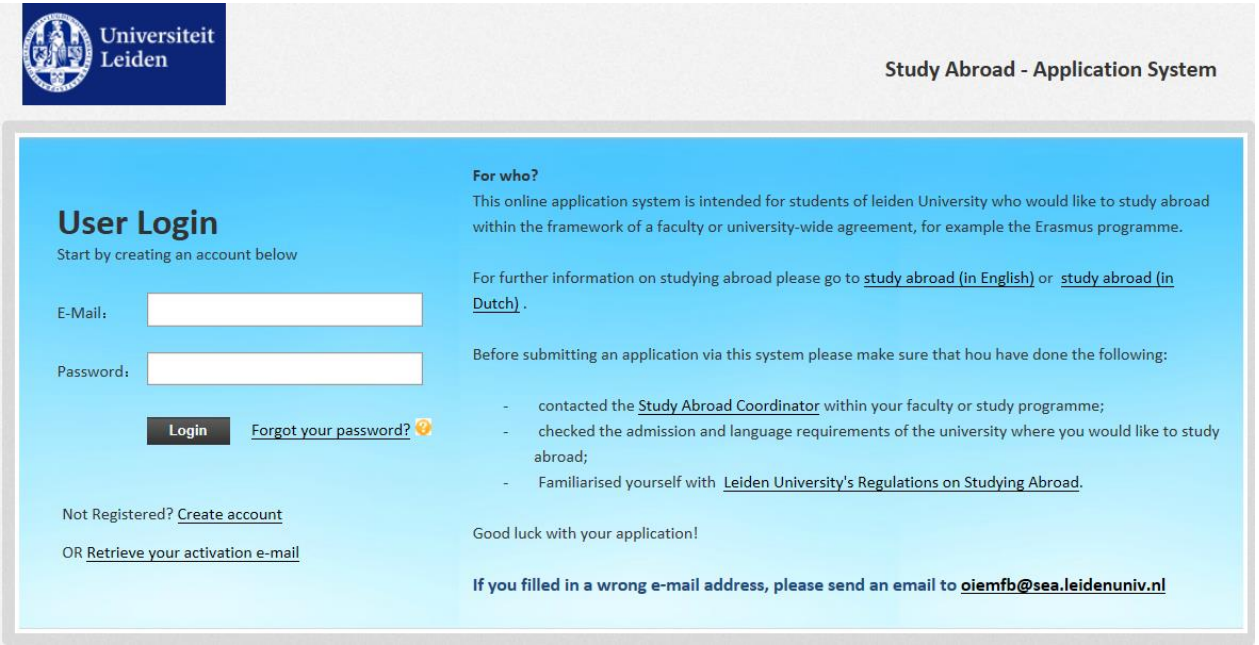
2. Leiden Study Abroad online application

A. Meet the deadline

- University wide agreements - deadline: **1 December 2017**
- Faculty agreements - deadline varies per faculty
- Online application

B. Required documents

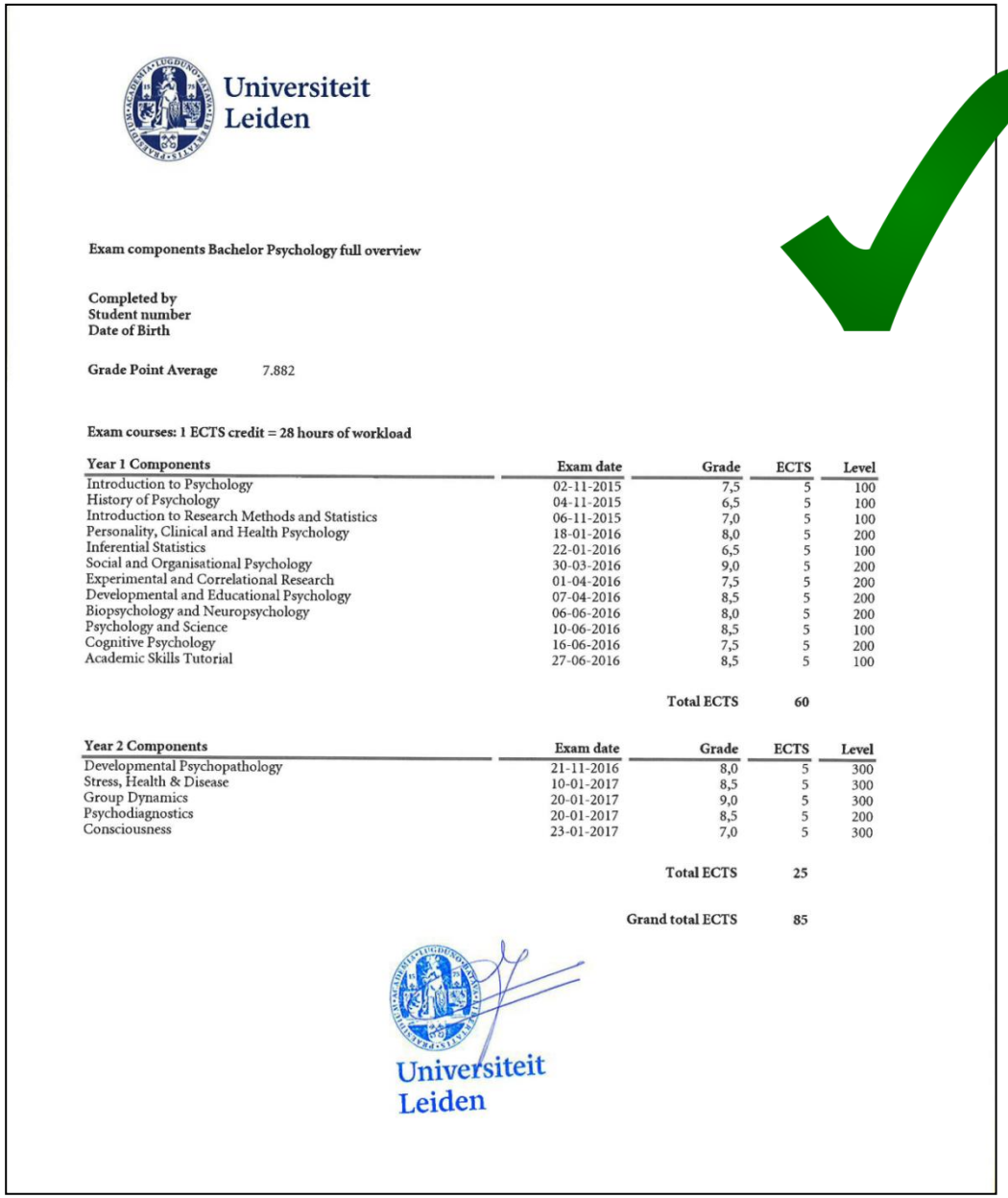
- Certified transcript
- Motivation letter (in English)
- Choices of partner universities



Certified transcript

- Certified: signed and stamped
- Grade point average (GPA)
- We do not accept print screens of uSis!
- Order at Education administration office
- Apply on time!

Loopbaan	Nummer studiedeel	Omschrijving	Toetsdatum	Offic. cijfer	Eenh. behaald
Bachelor	PSYC 6463PS004D	Clin. Neuropsych. Part. Gr.	21-04-2017	8,1	
Bachelor	PSYC 6463PS004Y	Clinical Neuropsychology	21-04-2017	8,0	10.00
Bachelor	PSYC 6462PS001T	Persp. op Carrièreplan. Toets	07-04-201		
Bachelor	PSYC 6462PS001Y	Perspectief op Carrièreplan	07-04-2017		
Bachelor	PSYC 6463PS006T	Clin Child & Adoles Psy Test	07-04-2017	7,	
Bachelor	PSYC 6463PS006Y	Clinical Child & Adoles Psych	07-04-2017	8,0	10.00
Bachelor	PSYC 6463PS004T	Clinical Neuropsychology Test	04-04-2017	7,7	
Bachelor	PSYC 6463PS006D	Clin Child & Adole Ps Part. Gr	23-03-2017	8,8	
Bachelor	PSYC 6462PS004D	Psychometrie Deelcijfer	27-01-2017	9,0	
Bachelor	PSYC 6462PS004Y	Psychometrie	27-01-2017	8,	5.00
Bachelor	PSYC 6462PS002D	Consciousness Deelcijfer	23-01-2017	7,5	
Bachelor	PSYC 6462PS002Y	Consciousness	23-01-2017	7,0	5.00
Bachelor	PSYC 6462PS005D	Groepsdynamica Deelcijfer	20-01-2017	9,5	
Bachelor	PSYC 6462PS005Y	Groepsdynamica	20-01-2017	9,0	5.00



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Exam components Bachelor Psychology full overview

Completed by
Student number
Date of Birth

Grade Point Average 7.882

Exam courses: 1 ECTS credit = 28 hours of workload

Year 1 Components	Exam date	Grade	ECTS	Level
Introduction to Psychology	02-11-2015	7,5	5	100
History of Psychology	04-11-2015	6,5	5	100
Introduction to Research Methods and Statistics	06-11-2015	7,0	5	100
Personality, Clinical and Health Psychology	18-01-2016	8,0	5	200
Inferential Statistics	22-01-2016	6,5	5	100
Social and Organisational Psychology	30-03-2016	9,0	5	200
Experimental and Correlational Research	01-04-2016	7,5	5	200
Developmental and Educational Psychology	07-04-2016	8,5	5	200
Biopsychology and Neuropsychology	06-06-2016	8,0	5	200
Psychology and Science	10-06-2016	8,5	5	100
Cognitive Psychology	16-06-2016	7,5	5	200
Academic Skills Tutorial	27-06-2016	8,5	5	100
		Total ECTS	60	

Year 2 Components	Exam date	Grade	ECTS	Level
Developmental Psychopathology	21-11-2016	8,0	5	300
Stress, Health & Disease	10-01-2017	8,5	5	300
Group Dynamics	20-01-2017	9,0	5	300
Psychodiagnostics	20-01-2017	8,5	5	200
Consciousness	23-01-2017	7,0	5	300
		Total ECTS	25	
		Grand total ECTS	85	

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Motivation letter

Imagine….

…you are a member of the selection committee. You have received 15 applications for this one amazing university. Unfortunately you can only select 2 students!

What would you find important?

Keep the following in mind:

1. It is a highly ranked university, one of the best in the world.
2. You find it very important to maintain good relations with your partner universities.
3. Its department of Marine Biology is very well known.

Motivation letter – What is important?

Well informed

Prepared

Study plan

Research on destination

Short

Motivation

Region

1 A4

Concise

Academic reasons

Specific

Student reports

Enthusiasm

Expectations

Future career

Personal

Course selection

Language proficiency

Clear

Motivation letter – What does help…

- Enthusiastic and personal letters
- Well-considered and specific academic motivation
- Short (1 A4)

Questions that might help:

➢What would you like to do? (Academics)

➢Why there? (Selection of universities)

➢Why would you make a great candidate?

NB: Letters should be written in English!

TIPS!

- Imagine yourself in position of the selection committee
- Decide what you want from a study abroad experience
- Do your research!
- Ask for feedback from others
- Rewrite!

Motivation letter – … and what does not?

- Non-academic related motivations
- Statements such as.. If you do not select me, I can not pursue my dreams
- Practical questions in your letter
- Generalizations – Be specific!

Selection of partner universities

- List max. number of partners (3-10; varies / faculty)

  Adding more partners increases your chances of being able to go on exchange; however you should be just as prepared to go to the number 3, 5 or 10 partner on your list as number 1, so make sensible choices.
- Combining faculty and uni-wide partners? → 2 separate applications.

  Once you have accepted one offer, you will have to decline the other one.

3. Leiden selection process

1. Who selects?
   - University – wide agreements: IR mobility team
   - Faculty – international coordinators / studyadvisors / exam commitees
2. Based on
   - GPA & first choice
   - Motivation
   - Study plan, language skills, study progress and completed ECTS

Selection Process

Keep in mind the following:

- Limited number of places per semester (see worldmap, updated start nov)
- We receive a lot of applications, especially for very popular destinations.

How do we select:

- GPA (we start with highest ranking, but this is not final)
- We read all motivation letters
- We try to place you at your first choice (when places are filled, then 2nd, .. 10th)

Chances of being selected

Depends on:
- Available spots per semester
- Number of students who apply
- To which partners you apply: if your first choices are very popular destinations, you will need a very good motivation and very high GPA (often above 8,0).
- Competition (GPAs/motivation).
- If we cannot place you, we will work together with you to try to find a good alternative. Since we don't know the number of applications we can't guarantee a new offer.
- Second round for open places (we will announce this on Facebook & website)

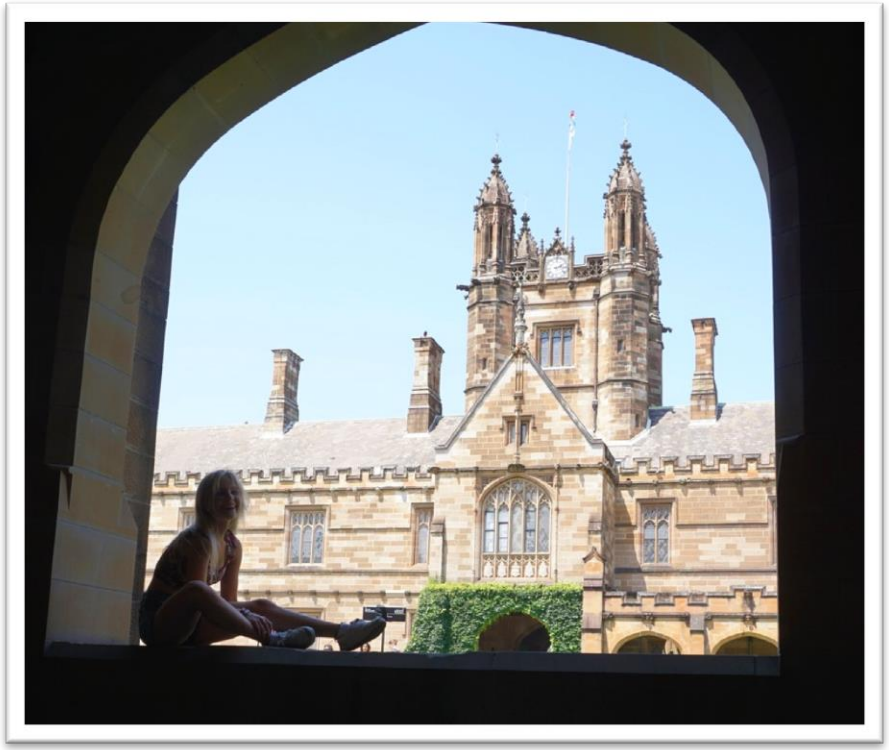
4. Tips to stand out

- Work on your grades – GPA is important!
- Well-considered motivation
- Start in time and meet our deadlines
- Keep your promises

The competition is high, and we need to know we are sending good students to our partners. Students who fail to meet deadlines or do not respond to messages in a timely manner don't go. We need to select students who are on top of things, and who we are convinced will be respectful and prompt towards our partners.

5. Application to partner university

- More information follows after accepting our offer
- Follow specific procedure and deadlines for your partner university
- You might need additional documents!
  - Updated certified transcript
  - Recommendation letter from a member of staff
  - Language test result (start in time!)
- Accept offer of admission from partner university



Questions?

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