

**Evaluation of Selection Criteria for Nomination Process
for Outgoing Exchange Students**

During the selection process, each applicant will receive a **maximum score of 100 points (+20 bonus points)** depending on his/her scores in the following five categories. A ranking list will be created on the basis of the individual scores. The partner university choices of highly ranked students will be considered with a higher priority.

1. Overall Impression of Application (maximum of 25 points)

All documents complete and fully completed	25
Sufficient research of partner universities listed as Top 3 choices	
Appropriate format for CV, etc.	
All documents legible (including copies)	
Unbound	
Correct spelling	

2. Academic Performance (maximum of 30 points)

- o Grade average will be calculated according to grades in current transcript (and/or high school diploma for AKM students and if otherwise necessary)
- o Failed classes will also be considered when calculating the grade average (e.g. grades 1,0 and 5,0 amount to an average grade of 3,0)

Average Grade	Points	Average Grade	Points
1,0 – 1,1	30	2,7	14
1,2	29	2,8	13
1,3	28	2,9	12
1,4	27	3,0	11
1,5	26	3,1	10
1,6	25	3,2	9
1,7	24	3,3	8
1,8	23	3,4	7
1,9	22	3,5	6
2,0	21	3,6	5
2,1	20	3,7	4
2,2	19	3,8	3
2,3	18	3,9	2
2,4	17	4,0	1
2,5	16	<4,0	0
2,6	15		

3. Skills of Host University’s Language of Instruction (maximum of 30 points)

- Students must be aware that it is absolutely crucial that their language skills are at a very advanced level in order to follow classes and be able to pass the exams (the lower the language skills, the more challenging the classes and the more difficult it will be to pass them)
- Sufficient proof required of the language of instruction (usually English, but students are free to study in any other language which is offered at the host university and in which they have advanced language skills)
- The following proof may be accepted: proof of language class according to transcript, official English language tests, proof of successful completion of language courses (off-campus), proof of internships or other long-term stays in an English speaking environment, etc.
- **Regardless of the evaluation of this selection criterion, students must make sure that they possess the language skill level which is required by the potential host university**

Level of Language Class at SRH (according to transcript)		Points
C1.1 and higher (incl. students studying in ENG)	30	A certain amount of points may be added or subtracted depending on grade, language skills according to application documents and potentially other forms of proof
B2.2	24	
B2.1	18	
B1.2	12	
B1.1	6	
Below B1.1	Study abroad not recommended in this language of instruction	

4. Letter of Motivation (maximum of 15 points)

Content (as requested in application form)	Points
Why do you wish to study abroad?	2,5
Why are you interested in attending a particular university?	2,5
How do you plan to prepare for your stay abroad?	2,5
What challenges do you anticipate and how would you cope with them?	2,5
How do you expect this stay abroad to affect your further studies and your future career?	2,5
Appropriate length, additional information, rhetoric, style, reasoning, structure	2,5

5. Bonus Points: Social and Ecological Commitment (maximum of 20 bonus points)

Volunteer work in social and/or ecological organizations or projects such as UNICEF, WWF, local organizations (e.g. senior homes, animal shelters), etc.	Up to 20 points depending on responsibilities, length and frequency of involvement, number of hours contributed, etc. – may only be awarded if sufficient proof is submitted
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