



UMEÅ UNIVERSITET

Rule – ELIGIBILITY AND SELECTION RULES FOR APPLICATION TO UNIVERSITY-WIDE EXCHANGE PLACES

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1. Description

This rule describes the eligibility requirements and selection criteria for university-wide exchange places. The rule applies to all university-wide exchange agreements, with the exception of agreements for north2north, which has its own eligibility and selection criteria.

2. Background

Umeå University has department, faculty and university-wide exchange agreements. University-wide agreements are managed by the International Office at the University Administration and are open to students from all faculties at Umeå University. Students can apply for an exchange place if they are studying at undergraduate or master's level at Umeå University.

3. Eligibility rules and selection criteria

3.1 General eligibility

To be eligible for an exchange place via university-wide agreements, the applicant must:

- be a registered student at Umeå University at the time of application or be registered as taking a break in studies during the academic year when the application is submitted;
- have completed at least 15 credits from Umeå University at the time of application;
- have completed at least 60 credits from Umeå University before departing for the exchange;
- have a performance level of over 75 percent at Umeå University, i.e. the applicant may not have more than 25 percent of courses not completed;
- have planned the exchange in consultation with the relevant department to ensure that it is possible to have the studies credited towards their education.

3.2 Language requirements

In addition to the basic eligibility requirements, the applicant is to have documented language skills in the language of instruction as required by the host university.

When applying to the International Office, applicants must be able to demonstrate one of the following language skills in English:

- at least the grade of Pass with Credit (VG) from the A course of upper-secondary school or at least the grade of B from course 5 of upper-secondary school.
- at least a grade of Pass (G) from the B course of upper-secondary school or at least a grade of C from course 6 of upper-secondary school.
- at least a grade of E from course 7 of upper secondary school.
- another valid language test with B2 level (CEFR) based on the language tests referred to by University Admissions for applications to Swedish higher education institutions from international students.

- For international students on programmes taught through the medium of English at Umeå University, a copy of the English language proficiency certificate used to apply for their programme is also accepted.

3.3 Selection criteria

Students at Umeå University applying for the exchange places available through university-wide agreements need to meet basic eligibility requirements for exchanges. There are often more eligible students applying for exchange places under the university-wide exchange agreements than there are available spots. For this reason, applications are scored according to set selection criteria and ranked according to this scoring.

Exchange participants are determined based on this ranking. The ranking is based on the points given to the applicant's application, with 10 points being the highest possible number of points. Selection of exchange participants is based on the applicants' rank in the list and is compared with the available spots at the universities the applicant indicated in their application. Students can list up to four universities in their application.

Applying students are awarded points on their application based on the following criteria, divided into five categories. A student can receive a maximum of 10 points. Available exchange spots are assigned based on points given to the applications, where the applicants with the highest points are selected first.

1. Completed credits at Umeå University at the time of application (maximum 3 points). The student receives points as follows:
 - 3 points: at least 120 credits completed
 - 2 points: 60–119 credits completed
 - 1 point: 15–59 credits completed
2. Performance level at Umeå University at the time of application (maximum 3 points). The student's pace of study (calculated based on the number of credits the student has registered for in relation to the number of credits actually completed) results in the following points awarded:
 - 3 points: 91–100 percent
 - 2 points: 81–90 percent
 - 1 point: 75–80 percent
3. Course selection for all universities applied for (maximum 1 point)
The student is awarded points as follows based on course selection for their chosen universities:
 - 1 point: course selection for all chosen universities
 - 0 points: no course selection for all chosen universities.
4. Participation in the Buddy Programme (maximum 2 points)
The student receives points as follows for participation in the Buddy Programme:
 - 2 points: Group leader in the Buddy Programme
 - 1–2 points: participation in the Buddy Programme as a buddy results in 1 point per semester, though there is a maximum of 2 points for two semesters.
 - 0 points: Did not participate in the Buddy Programme
5. Complete application (maximum 1 point).
The student is given points for a complete application. A complete application means that:

the application is submitted on time, that a complete study plan is attached with preliminary course choices and that a certificate of participation in the Buddy Programme is attached if participation is noted in the application. The student is given points as follows:

- 1 point: Complete application
- 0 points: The submitted application is not complete.

3.4 Award of exchange spots

An application can be awarded a maximum of 10 points. A ranking list of all eligible applicants is drawn up based on the following criteria: completed credits, performance level, course selection, participation in the Buddy Programme and complete application. The ranking is based on the points given to the applicant's application, with 10 points being the highest possible number of points. Applicants are selected for exchange places based on their rank in the list, which is compared with the available spots at the universities the applicant indicated in their application.

3.4.1 In case of a tie in points

In the event of a tie, students are ranked according to their scores for the individual criteria in the order in which they are listed. First, scores for completed credits are compared, and if the scores for credits are equal, performance level is assessed. If the points for the pace study are equal, then the points for the following criteria are compared in this order: course selection, participation in the Buddy Programme and finally points for the complete application.

If the scores of two or more students are the same after reviewing all criteria, the ranking between them is decided by drawing lots.