



## **International VISION University – Erasmus+ student selection procedure**

### Introduction

As an accredited institution under the Erasmus Charter for Higher Education (2021–2027), International VISION University (IVU) in North Macedonia is committed to transparent, fair, inclusive, and merit-based procedures for selecting students for Erasmus+ mobility.

This procedure governs the selection of students for:

Student Mobility for Studies (SMS) under KA171

Student Mobility for Traineeships (SMT) under KA171

The procedure reflects IVU's Erasmus+ mission and vision, which emphasize inclusion, equal opportunities, digital transformation, AI-enhanced learning, international engagement, academic excellence, and the development of global-ready graduates capable of contributing to European and international academic and professional environments.

### Principles of the Selection Process

All mobility selections adhere to ECHE-aligned principles:

**Transparency:** All steps, deadlines, and criteria are published and accessible.

**Fairness & Equality:** All eligible students are treated equally regardless of background, gender, disability, socio-economic status, or nationality.

**Academic and Personal Relevance:** Selection is based on academic readiness, motivation, and the relevance of mobility to career and learning objectives.

**Inclusion:** Students with fewer opportunities are actively encouraged and supported.



Merit-Based with Holistic Consideration: Academic achievement, motivation, language skills, and alignment with EU priorities (digital, green, AI, inclusion) are evaluated.

Open Access: All eligible students may apply without restrictions or discrimination.

### Eligibility Criteria

To apply for Erasmus+ mobility, students must:

Be enrolled full-time in a study programme at IVU.

Have successfully completed at least one semester prior to departure (for SMS).

Be in good academic standing with no disciplinary sanctions.

Demonstrate adequate language proficiency required by the host institution or traineeship provider (typically CEFR B1/B2 or higher).

### Special Consideration:

Students from disadvantaged backgrounds, underrepresented groups, or with fewer opportunities.

Students whose academic programme aligns with EU priorities: digitalisation, AI, sustainability, inclusion, and civic engagement.

### Selection Criteria

Criterion	Weight	Description
Academic Achievement	30%	GPA, progression, performance in the study programme
Language Competence	20%	Language proficiency in host country or programme language (certificates or internal assessment)
Motivation Suitability	& 20%	Assessed via Motivation Letter, including alignment with IVU's Erasmus+ mission, EU values, and intercultural competence
Europass CV International Dimension	/ 20%	Demonstrated international engagement, leadership, civic responsibility, and commitment to EU priorities
Inclusion Considerations	10%	Extra weighting for students from disadvantaged backgrounds or



Criterion	Weight Description
	underrepresented groups

Priority in case of ties:

Students with fewer opportunities

First-time Erasmus+ participants

Mobility aligned with AI, digitalisation, sustainability, or strategic institutional priorities

Gender balance and fair distribution across departments

Application Procedure

Step 1 – Call for Applications:

IVU publishes an official call via email, university website, notice boards, and social media. It includes destinations, available places, deadlines, and selection criteria.

Step 2 – Submission of Application File:

Applicants submit

Application form (IVU template)

Europass CV

Motivation letter

Academic transcript

Proof of language proficiency

Supporting documentation for fewer-opportunities status (if applicable)

Step 3 – Preliminary Administrative Check:

IVU International Relations Office verifies eligibility and completeness of applications.

Evaluation and Selection

Selection Committee:

Erasmus+ Coordinator (Chair)



Academic Director

Programme/Department Coordinator or Lecturer

**Scoring & Ranking:**

Committee members independently score applicants; scores are aggregated and ranked.

**Final Decision:**

List of selected students

Reserve candidates

Non-selected applicants (with justification)

**Transparency & Communication:**

Results are communicated via email and published on the IVU student portal. Feedback requests are accepted within 15 days. Appeals are reviewed by the Erasmus+ Steering Committee, including members not involved in the original selection.

**Acceptance and Pre-Mobility**

**Selected students must:**

Confirm acceptance in writing

Attend mandatory orientation and intercultural preparation sessions

Participate in language preparation (EU Academy portal)

Complete Learning Agreements and Grant Agreements (Study or Traineeship)

Sign financial and administrative documents

Reserve students are offered mobility if a selected participant withdraws.

**Inclusion and Equal Access Measures**

To ensure equitable participation for students with fewer opportunities, IVU provides:

Targeted guidance and mentoring



Priority access to top-up funding

Simplified administrative procedures

Flexible academic arrangements

AI and digital tools for personalized learning and accessibility

#### Monitoring, Quality Assurance & Review

The International Relations Office and Quality Assurance Unit review this procedure annually, adjusting based on:

Student and staff feedback

Partner feedback

Audit and reporting outcomes

ECHE recommendations

#### Conclusion:

This procedure ensures that International VISION University selects students for Erasmus+ mobility in a fair, transparent, inclusive, and merit-based manner, while embedding AI, digitalisation, sustainability, and civic engagement into the mobility experience. It strengthens IVU's internationalisation, supports equitable access to European opportunities, and enhances academic and professional development for students, aligned with the core values of Erasmus+.