



**Erasmus+ KA171 (partner countries)**

**Selection procedure and process of recognition for outgoing students and staff**

Russian-Armenian University	
Responsible Unit	Department of International Cooperation
Address	123 Hovsep Emin St Yerevan 0051
Email	<a href="mailto:international@rau.am">international@rau.am</a>
Web address	<a href="https://rau.am/en">https://rau.am/en</a>
Regulations/Law/Rulebook for mobility	Regulation on Academic Mobility of RAU Students

**I. Selection procedure**

Selection of students	
Call for applications	Deadline for the fall semester - May 31 Deadline for the spring semester - November 30
Application documents	<ul style="list-style-type: none"> <li>➤ GPA (transcript of records)</li> <li>➤ Recommendation letter</li> <li>➤ Motivation letter</li> <li>➤ Resume (CV)</li> <li>➤ Contact information list</li> <li>➤ Language Certificate</li> </ul> *Some additional documents may be requested
Selection criteria/Score system	<b>The selection of participants is done respecting the following criteria:</b> <ul style="list-style-type: none"> <li>➤ Academic Performance</li> <li>➤ Motivation of the student</li> <li>➤ Recommendation Letter</li> <li>➤ Language proficiency</li> <li>➤ Resume (CV)</li> </ul> *Some additional criteria may be evaluated such as volunteering, involvement in student activities, etc.
Priority	Priority is given to those who have not participated in ICM and taking into consideration inclusion criteria
Selection Committee	Department of International Cooperation/ relevant Institute at the RAU

Selection of staff	
Call for applications	Ongoing
Commission/Responsible Unit	Department of International Cooperation/ relevant Institute at the RAU
Selection criteria	<p><b>The selection of participants is done respecting the following criteria:</b></p> <ul style="list-style-type: none"> <li>➤ Resume (CV)</li> <li>➤ Language proficiency</li> <li>➤ Motivation of the participant</li> <li>➤ Proposed Mobility Program draft (Overall objectives, Added value, Activities, Expected outcomes and impact)</li> </ul> <p>*Some additional criteria may be evaluated (Publications, Recommendation Letter)</p>
Priority/Restrictions	Priority is given to those who have not participated in ICM and taking into consideration inclusion criteria
Application documents	<ul style="list-style-type: none"> <li>➤ Resume (CV)</li> <li>➤ Language proficiency</li> <li>➤ Motivation letter</li> <li>➤ Proposed Mobility Program draft (Overall objectives, Added value, Activities, Expected outcomes and impact)</li> </ul> <p>*Some additional documents may be requested (List of publications, Recommendation Letter)</p>

## II. Recognition procedure

Recognition of student mobility	
Documents	<ul style="list-style-type: none"> <li>➤ Learning Agreement</li> <li>➤ Transcript of Records</li> <li>➤ *Additional documents may be requested in cases where the internal deadlines and semester dates of receiving and sending Institutions do not meet each other</li> </ul>
Procedure	The academic recognition process for mobility activities of Erasmus students is automatically started once the student is returned and submitted his/her final documents including a Statement.

	<p>The student who returned after completing his/her Erasmus period abroad submits to the Department of International Cooperation the Transcript of Records issued by the host university and its Statement on the further processing of his documents. A copy of this Transcript of Records and Statement is sent to the Department for the Educational Process Organization to proceed with the relevant Institute/ Faculty.</p> <p>The Department for the Educational Process Organization prepares the draft Order on academic recognition based on the appropriate tables from the Learning Agreement and the Transcript of Records given by the host University. The draft Order is then sent to the relevant Institute/Faculty that checks and signs the final Order.</p>
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Recognition of staff mobility	
Documents	<ul style="list-style-type: none"> <li>➤ Mobility Agreement</li> <li>➤ Report on the Trip</li> </ul>
Procedure	Staff Mobility recognition is based on the report and results achieved compared to the initial proposed mobility program activities.