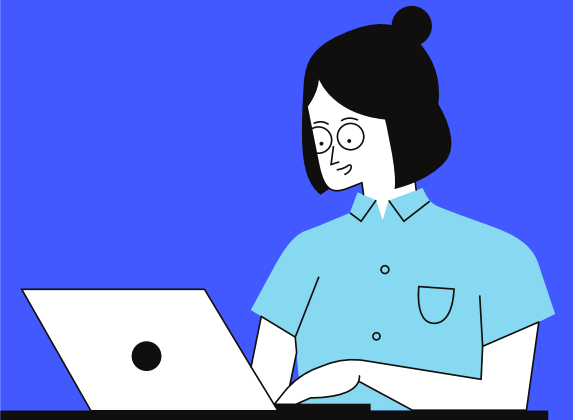# MAKING INFORMATION AVAILABLE ONLINE
TO PROMOTE STUDENT MOBILITY IN THE ASEAN PLUS THREE REGION
A GUIDE FOR UNIVERSITIES

WHAT IS THE PURPOSE OF THE GUIDE? ✕

Developed by APTWG, this checklist of recommended contents is expected to support universities in ensuring that relevant information is available online, thereby student mobility could be further promoted.

This list is non-binding, and universities are invited to use this for supporting recruitment of international students.

WHY IS STUDENT MOBILITY IMPORTANT? ✕

In this globalized world, increasing numbers of students are studying across borders. **Promoting student mobility is important, because...**

#1 STUDENT

Study abroad can open up opportunities for students to broaden their perspectives, learn about different cultures, understand more about their own, and develop personal networks, to name a few.

Study abroad can also promote their employability in the global market by helping them acquire competencies to become an active part of the global community.

#2 UNIVERSITIES

Universities can create a better educational environment to prepare students with skills and attitudes necessary in this diverse society.

#3 GOVERNMENTS

It contributes to a country's efforts to achieve economic development and harmonious relationships with other countries based on mutual understanding.

WHY DOES POSTING INFORMATION ONLINE CONTRIBUTE TO STUDENT MOBILITY?

✕

The digital population is expanding
As technology advances, the rapid growth of the digital and social media, as well as an increase in mobile activity is expected. According to our survey conducted in March 2020, about 80% of students researched online when considering studying abroad.

◄ #1

#2 ►
Online information is the first source for exploring study abroad options
Since university websites are often the first source of reference for a student searching study abroad programs, online information is an important tool.

WHAT IS THE WORKING GROUP ON STUDENT MOBILITY AND QUALITY ASSURANCE OF HIGHER EDUCATION AMONG ASEAN PLUS THREE COUNTRIES (APTWG)?

✕

APTWG was formed under the ASEAN Plus Three Education Ministers Meeting in 2012, to achieve mutual understanding, peace and development for the future generations in the ASEAN Plus Three region through greater promotion of balanced student mobility and quality assurance.

BEFORE DEVELOPING A WEBSITE,
ask yourself...

✕

► What are the strengths of our university, and how can they be best highlighted?

How do you structure a website to ensure easy access to the needed information? ◄

► How can you ensure that information is regularly updated? How can the updating process be integrated as a routine procedure?

A Check List of Recommended Information
to be posted online for universities

✔

1. GENERAL INFORMATION ☐ ✕

1-1 Name of Institution ☐

1-2 Type of Institution ☐
Public/private, religious affiliation

1-3 Overview of the Institution ☐
History, profile, vision and mission, characteristics (strengths, unique points), statistical information (number of students, faculty, international students, etc.)

1-4 Campus Location ☐
Access map, transportation guide

1-5 Contact Information ☐
Admissions office, international office

OPTIONAL   Accreditation Status ☐
License, external evaluation result

☐ 2. ACADEMIC PROGRAMMES ✕

2-1 Academic Organisation ☐
Schools/faculties/departments

2-2 Academic Calendar ☐
Enrollment period, yearly schedule, national holidays

2-3 Degree Programmes ☐
Programmes / Programmes offered in English

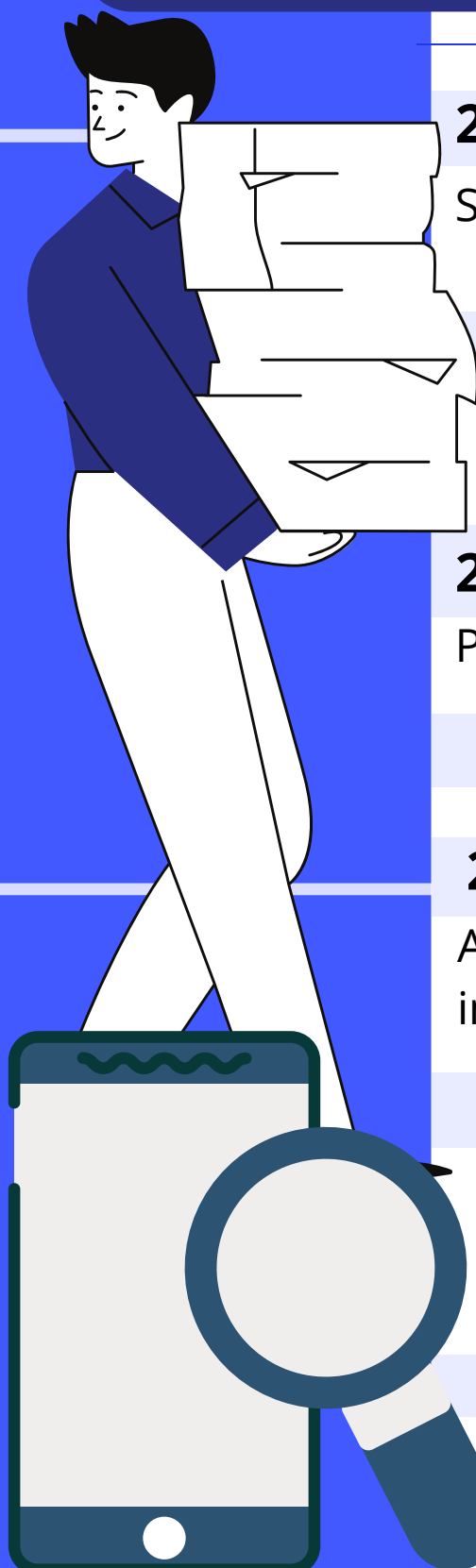**2-4 Tuition and Other Fees** ☐

2-5 Faculty Members (Teachers) ☐
Area of research , profile, contact information, research introduction of labs

2-6 Course List ☐
Including language of instruction, syllabus, credits, lecture style (in-person / online), student workload, expected learning outcomes, etc.

Evaluation Scheme OPTIONAL ☐
Credit system, grading system

A Check List of Recommended Information
to be posted online for universities

✔

3. APPLICATION FOR DEGREE SEEKING STUDENT ☐ ✕

3-1 Application Procedure ☐
Required documents for application, selection process, application assistance

3-2 Application Schedule ☐
Submission deadlines, admission notice date, etc.
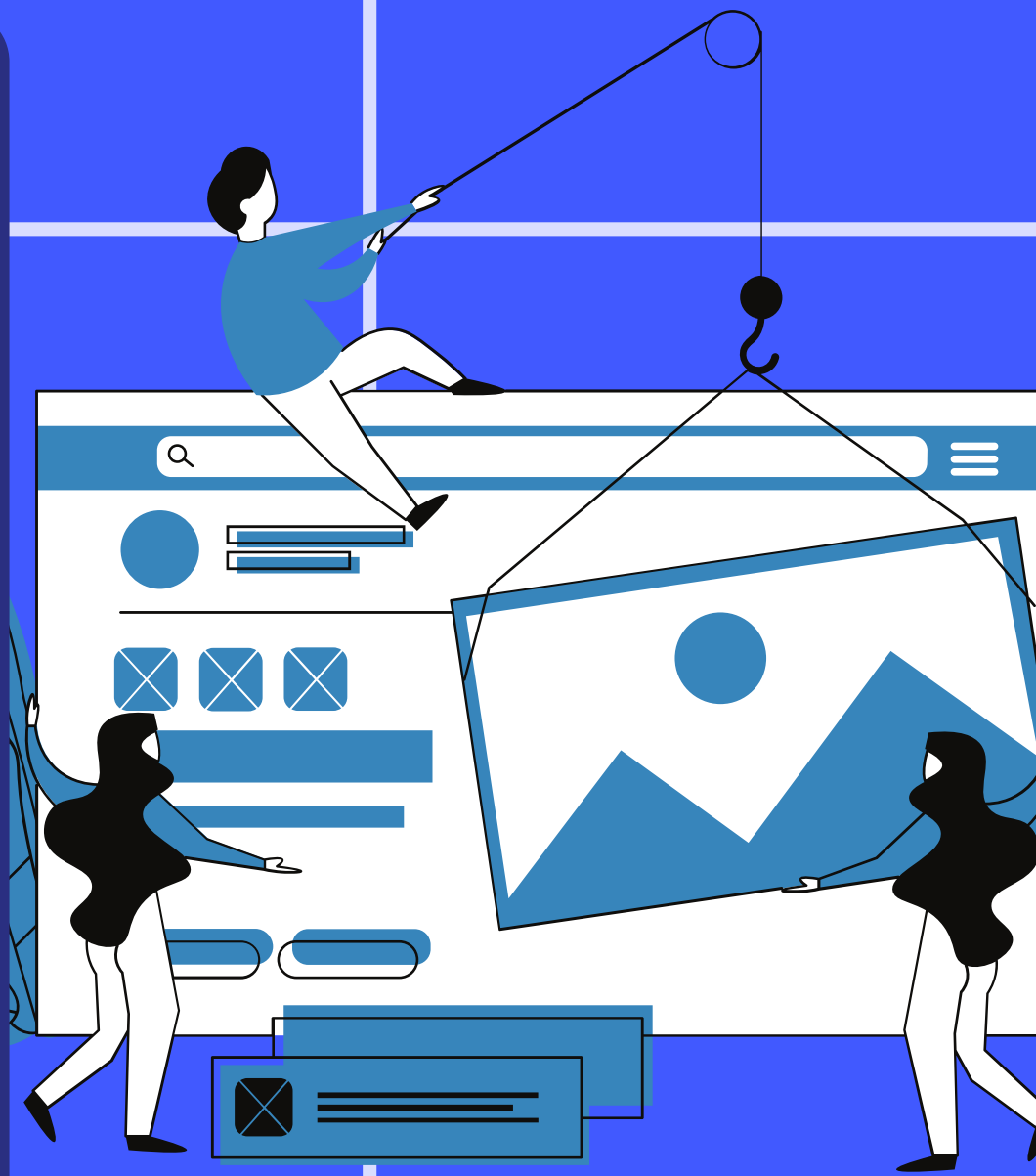
3-3 Application Requirements ☐
Academic requirements, language requirements

3-4 Visa ☐
Requirements and procedures

Entrance Examination Information OPTIONAL ☐
General entrance examination information (process, modality, etc.)

☐ 4. STUDENT LIFE ✕

4-1 Impressions and Views of the Students ☐
Students stories, voices of students, student life cycle (yearly / weekly / daily timetable)

4-2 Campus Environment and Student Facilities ☐
Parking, sports facilities, library, IT facilities and resources, cafeterias, shops

4-3 Cost of Living ☐
Estimated cost of housing, food, and transportation

4-4 Housing Options ☐
Dormitory, apartment rental

4-5 Student Financial Aid ☐
Scholarships, on-campus jobs

4-6 Student Support ☐
Student health center, language support, counselling, welfare, insurance, etc.

4-7 International Opportunities ☐
Study abroad programs(contents, destination, duration), partner universities, application(procedure, schedule, requirements), participation fees, internship, service learning, cultural experience

4-8 Safety ☐
Safety guidelines, emergency contact information

Extracurricular Activities OPTIONAL ☐
Festivals, events, sports and cultural clubs (associations)

OPTIONAL Career Prospects ☐
Careers of the graduates, statistical information, career support

A Check List of Recommended Information
to be posted online for universities

✓

5. INTERNATIONAL SHORT-TERM PROGRAMMES (FOR STUDENTS STUDYING AT OTHER UNIVERSITIES) ✕ ☐

5-1 Exchange Programmes with Partner Universities ☐

List of partner universities, eligibility, program contents, expected outcomes, student workload, credit transfer, voice of students, etc.

5-2 Other International Short-term Programmes ☐

Eligibility, program contents, application procedure & schedules, fees, expected outcomes, student workload, voice of students, etc.

✕

6. ALUMNI ☐

6-1 Alumni Associations ☐

6-2 Impressions and Views from the Alumni ☐

7. FAQs ☐

✕

7-1 List of Frequently Asked Questions ☐