## Proposer details

|  |  |
| --- | --- |
| **Name** |  |
| **School / Discipline** |  |
| **Contact Number** |  |
| **Email Address** |  |
| **Date** |  |

## Details of proposed partner institution

|  |  |
| --- | --- |
| **Name of Institution** |  |
| **Country** |  |
| **Contact Person’s Details:**  Name  Email Address | |

## Type of activity proposed and brief background details

Student Exchange Teaching Staff Exchange  Professional Staff Exchange

Best practice is to have an initial meeting with the partner institution, and a discussion with relevant academics with reference to the Factors for Success referenced below before submitting this form. Have you completed these initial steps?Yes  No

When considering a new partner for this exchange, did you consider an Enlight partner?

Yes  No

## Reasons for proposing this new exchange link and anticipated outcomes:

|  |  |
| --- | --- |
|  | |
| Proposed first year of activity: |  |

**Indicators for Success Checklist**

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| --- | --- | --- |
|  | Low Success Factors | High Success Factors |
| Ranking | Not ranked nationally or globally | Ranked similarly or above University of Galway nationally or globally |
| Academic | No partnership goals or outcomes set out by either/both institutions  Lack of clarity on how agreement works in practice  No clear demand for link  Incomparable academic standards  Semesters are not aligned resulting in students missing exams or modules  No suitable modules identified  Limited range of English-taught courses available at the appropriate level, for non-language exchanges  Very low staff to student ratios (≤ x)  Negative previous experience with partner  Lack of clarity on conversion of grades and credits. | Evident compatible partnership goals and outcomes from both institutions  Clear plan on numbers, timing and capacity for link between partners  Very clear demand for link currently and in future years  Comparable academic standards  Semesters clearly aligned without impact on students  Abundance of appropriate modules available.  Sufficient courses available, and at appropriate level, for non-language student exchanges  High staff to student ratios  Previous positive history with partner  Clear alignment & conversion of grades and credits  Opportunity for virtual/blended learning  Opportunities for placement/research experiences |
| Practicality | Expensive (cost of living, etc) / lack of funding support  Located in area deemed unsafe to travel to by Department of Foreign Affairs  Located in politically unstable area  Destination is hard to reach / unpopular  Lacking in partner resources such as academic support, administrative back-up, library facilities, and accommodation support services  Accommodation is scarce and/or very expensive  Inadequate student mentoring and support  Limited induction  No appropriate disability support services  Insufficient supports available in English for non-language student exchanges | Located in an easy to reach destination that is affordable and popular  Full partner resources available to visiting students such as academic support, library services, and administrative back-up.  On campus accommodation provided to students as part of agreement or accommodation support office available  Reasonably priced accommodation readily available  Comprehensive induction and student mentoring available  Partner can offer satisfactory disability supports  English-speaking support staff available at partner  Opportunities for work/income on campus |
| Strategy | Does not fit into the overall strategic objectives of the College and the University’s institutional values  Does not promote diverse approaches to teaching, learning and research.  Unfamiliarity with partner / no previous relationship  Ethical concerns  No sustainability policy/strategy  Association with partner could have negative impact on University of Galway | Supports College’s strategic objectives and aligns with the University’s institutional values  Will enhance approaches to teaching, learning and research  Identifiable opportunities for staff collaboration and T&L development  Positive previous association with partner institution  Research excellence reputation  Clear action plan compatible with strategy (incl. sustainability)  Institutions in countries/regions with high future potential in research/innovation  Association with partner will result in positive impact on University of Galway |
| Management | Significant costs or resources to implement  Significant level of admin support required  Conflict with currently established agreements  Negative impact on current courses due to space/resource requirements  Potentially difficult visa process | Zero/cost resources required  Low level of admin support to set up and support  Access to third party and/or partner funding opportunities |
| Other | No evidence of student interest in destination. | Student feedback indicates strong interest in destination  Site visit has taken place, and report indicates a positive evaluation regarding all practical and academic aspects of proposed exchange |