

<b>Decision by:</b> Vice President of Education and Lifelong Learning	<b>Type of policy document:</b> Regulation	<b>Registration number:</b> C 2024-1504
<b>Date of decision:</b> See page margin	<b>Administrator:</b> Andreas Eriksson	
<b>Document applies from</b> 1 November 2024	<b>Division/corresponding entity responsible for creation/revision of document:</b> Chalmers International Mobility	
<b>Document applies until</b> Until further notice	<b>The document replaces previous decision:</b> Regulation on the selection process for exchange study applications (policy document), reg. no. C 2023-0581	

## Regulation for studies abroad

### Policy document at Chalmers University of Technology

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The official language of communication at Chalmers is Swedish. English versions of policy documents are to be seen as translations. In the event of differences between the official Swedish version of a policy document and the translation, the Swedish version takes precedence.

The regulation governs semester exchanges within Global Exchange, Global E3 (GE3) and Erasmus+. Erasmus+ also includes semester exchanges to Switzerland, exchanges within Enhance - European Educational Pathways (EEP), and exchanges within the N5T Extended Campus programme. Other studies abroad organised through Chalmers are not governed by this document.

## 1. Eligibility for exchange studies

To be eligible for exchange studies, the student applying needs to meet a number of criteria. The basic eligibility criteria are shown below, followed by specific criteria that apply depending on the stage of the applicant's studies at the time of application for exchange studies.

### 1.1 Basic eligibility

- The application must be complete and have been submitted on time within the specified application period.
- For exchange places in architecture, a portfolio must be attached to the application. See Annex 1.
- Only results and, if applicable, transferred credits available in Ladok (within the applicant's current programme) on the deadline for application may be used as a basis for eligibility. The applicant is responsible for ensuring that courses are reported on time.
- The applicant must have room to credit the exchange studies in their programme. The exchange must involve full-time studies of at least 30 credits per semester.
- The planned exchange studies must not result in the nominal study period being extended at Chalmers.
- The applicant must have an active semester registration or have registered leave of absence from studies at the time of application.

#### 1.1.1 Eligibility for Global Exchange exchanges

- The applicant may not apply for an exchange place in the country in which their qualification at first-cycle level was gained.
- It is not permitted to write a degree project during the exchange.
- A maximum of 15 higher education credits may be missing compared to the full study pace<sup>1</sup> on the application deadline.
- The applicant must have a minimum weighted grade point average of 3.7<sup>2</sup>.
  - Applicants with first-cycle education from a higher education institution other than Chalmers must have had at least an average merit rating within their selection group when they were admitted to Chalmers.

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<sup>1</sup> Full study pace = 60 higher education credits per academic year. Raising grades does not affect the study time if the grade date has not been changed. However, if pass results are reported during study leave, it is included as study time and thus affects eligibility.

<sup>2</sup> Weighted grade point average = calculated grade point average, taking into account the credits for the course.

- Applicants for exchange places in architecture are exempted from this requirement, as they apply with a portfolio.

## 1.1.2 Eligibility for GE3 exchanges

- It is not permitted to write a degree project during the exchange.
- A maximum of 15 higher education credits may be missing compared to the full study pace<sup>1</sup> on the application deadline.
- The applicant must have a minimum weighted grade point average of 3.7<sup>2</sup>.

## 1.1.3 Eligibility for Erasmus+ exchanges

- A maximum of 23 higher education credits may be missing compared to the full study pace<sup>1</sup> on the application deadline.
  - Applicants with first-cycle education from a higher education institution other than Chalmers must have completed all 30 higher education credits in their programme during the first semester by the deadline for application.

## 1.2 Special eligibility

- The applicant is only eligible to apply for exchange places for which they have the right educational background, as indicated in the search portal and based on the relevant agreements.

### 1.2.1 Students who intend to study abroad in year 3

- Must be admitted to and registered on a BSc Engineering programme or International Logistics and be expected to finish year 2 in the current academic year, and not have started year 3.

### 1.2.2 Students who intend to study abroad in GE3

- Student that intends to apply for GE3 is expected to finish year 2 in the current academic year, and not have started year 3 on a MSc-/ or BSc in Engineering programme.

### 1.2.3 Students who intend to study abroad in year 4 of the Master Mariner or BSc in Marine Engineering programme

- Must be admitted to and registered on the Master Mariner or BSc in Marine Engineering programme and be expected to finish year 3 in the current academic year, and not have started year 4.

### 1.2.4 Students who intend to study abroad in year 4 on an MSc in Engineering programme

- Must be admitted to and registered on an MSc in Engineering programme and be expected to finish year 3 in the current academic year. Alternatively, have finished year 3 with registered leave of absence from studies, and have not started studying a Master's programme.
- The student may only apply for exchange places open to their MSc in Engineering programme.

### 1.2.5 Students who intend to study abroad in year 2 on a Master's programme

- Must be admitted to and registered on one of Chalmers' Master's programmes and be expected to finish year 1 in the current academic year, and not have started year 2.
- Students may apply for exchange places within their first-cycle education or current Master's programme.

- Students with first-cycle education from a higher education institution other than Chalmers may apply for exchange places related to their current Master's programme.

## 2. Selection and merit ratings

When there are more eligible applicants than the number of exchange places for an exchange, selection is applied. The basic selection criteria are shown below, followed by specific criteria that apply depending on the stage of the applicant's studies at the time of application for exchange studies.

### 2.1 Basic criteria for selection and merit ratings

- Students who have previously been offered and have accepted an exchange place from Chalmers which is governed by this document may not be offered a new place in the current selection round if there is competition for places.
- Exchange places are allocated based on the highest merit rating.
  - If several students from a selection group have applied for the same exchange place and have the same merit rating, lots are drawn to rank the applicants.
- Only results of courses completed available in Ladok (within the applicant's current programme) on the deadline for application may be used as a basis for the merit rating. The applicant is responsible for ensuring that courses are reported on time.
- The merit rating is calculated taking into account the size of the courses, a weighted average grade. Completed courses with grade scale 3, 4 and 5 form the basis for the calculation of merit ratings. Only courses within the student's current programme are included in the basis for the calculation of merit ratings. Credits transferred from courses at other higher education institutions are not included in the basis.
  - Applicants for an exchange place in architecture compete only on the basis of the portfolio submitted. See Annex 1.

### 2.2 Specific criteria within Global Exchange for selection and merit ratings

- Selection groups
  - Students in one of Chalmers' MSc in Engineering programmes, BSc in Engineering programmes, International Logistics, Master Mariner or BSc in Marine Engineering programmes.
  - Students in the architecture programme.
    - Exchange places are allocated in proportion to the places available and the total number of applicants from all selection groups.
  - Students in a Chalmers Master's programme with qualifying first-cycle education from a higher education institution other than Chalmers.
    - Exchange places are allocated in proportion to the total number of applicants for each exchange. For exchanges with four or more exchange places, at least one exchange place is allocated, provided that the merit rating is comparable to that of applicants from other selection groups.
- The merit rating is based on qualifying first-cycle education for all except applicants in architecture.

## **2.3 Specific criteria within GE3 for selection and merit ratings**

- Selection groups  
Students in one of Chalmers' MSc in Engineering programmes or BSc in Engineering programmes. The merit rating is based on courses completed and available in Ladok within the applicant's current programme at the time of the application.

## **2.4 Specific criteria within Erasmus+ for selection and merit ratings**

- Merit ratings are calculated on completed courses with final reporting in Ladok in the student's current programme at the time of application. For students who are registered in a Master's programme at the time of application, the merit rating is based solely on achievements from the Master's programme in question.

## **3. Derogation from the regulation**

The Vice President of Education and Lifelong Learning may decide to grant a derogation from this regulation.