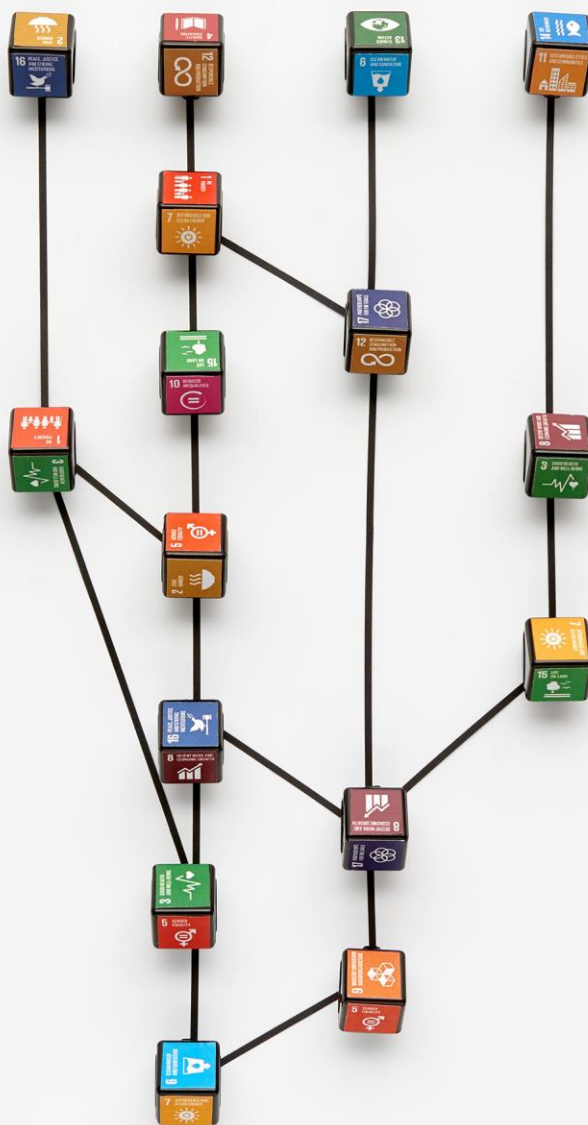


Equitable Access to Higher Education

ASEF Capacity Building Training in conjunction with
World Access to Higher Education Day 2019

24-27 November 2019 | Edinburgh, United Kingdom

FAQ



Organised by



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ESSENTIALS

When and where will the ASEF Capacity Building Training take place?

The ASEF Capacity Building Training on Equitable Access to Higher Education will take place in Edinburgh, UK between 24-27 November 2019, in conjunction with [World Access to Higher Education Day 2019](#).

I'm interested, what now?

Please go ahead and submit your online application [here](#).

When is the deadline to apply?

We accept applications until **Monday, 16 September 2019, GMT 10:00**.

Keep an eye on the confirmation email upon your successful submission; if you do not receive it, it might have landed in your junk/spam folder.

When will the results be out?

We will announce the application outcome **by end of September 2019**.

You will receive an email with your result. Also, don't forget to like/follow our [ASEFEdu Facebook page](#) and [Twitter account](#) for all the latest updates.

Eligibility criteria

You have to meet all the following eligibility criteria to participate in the ASEF Capacity Building Training:

- Be a citizen of any of the [51 Asia-Europe Meeting \(ASEM\) Partner countries](#)
- Have a strong command of English (written and verbal)
- Be an employee of a tertiary education institution in a position relevant to the topic

Selection criteria

When assessing the applications, ASEF and its partners will lay extra weight on the:

- Originality of the motivational statement
- Experience in the topic area
- Commitment to transform the knowledge and skills gained into action

The Open Call and the screening process adopt a non-discriminative approach ensuring a balanced geographic representation, gender balance and fair access to all. In doing so, the organisers do not discriminate any applicant or participant on the basis of his or her race, national origin (ancestry), colour, gender identity or expression, sexual orientation, pregnancy, disability, religion (creed), marital status, or age.

I am an ASEM country national living/working in a non-ASEM country. Am I eligible to apply?

Definitely! As long as you are an ASEM national, you may apply regardless of your country of residence. If you currently study abroad in the framework of an exchange or degree programme, you are eligible to apply.

I am a non-ASEM country national living in an ASEM country. Am I eligible to apply?

Only nationals of the 51 ASEM Partner countries are eligible to apply. See [the list of countries here](#).

I have not been directly involved in any activities related to ASEM before. Can I still apply?

Of course! We always seek to gather a diverse group, including unusual profiles. From our experience, multicultural and cross-disciplinary groups learn and benefit the most from our educational projects. At ASEF, we seek people with fresh and innovative ideas, regardless of their educational, professional or social background.

I am not an employee of a tertiary education institution. Can I still apply?

No, this project is for employees of tertiary education institutions only.

I do not have extensive previous experience on the topic. Can I still apply?

Yes, but please be aware that experience is one of the selection criteria for this project. For the ASEF Capacity Building Training on Equitable Access to Higher Education we are looking for managers in HE with a keen interest in the topic who would like to be at the forefront of making higher education more equitable in Asia and Europe and are able to contribute and share views from their perspectives. If you don't have extensive prior experience, but you are committed to the topic and have good proposals on future activities you are welcome to apply.

PROGRAMME

Do I need to prepare anything before the on-site event?

- **Online survey**

We will ask all participants to fill out an online survey which will help us understand the learner's profile and better prepare the ASEF Capacity Building Training.

- **Online preparatory phase**

The ASEF Capacity Building Training includes an online preparatory phase where you will be provided with suggested study materials to help you get the most out of the onsite training. It is designed as a three-step self-learning programme so that you can advance according to your own time and interest. It will include:

- Readings and online resources
- Possibility to share your ideas on the topic in opinion articles or interviews and get published
- Opportunity to contribute to the World Access to Higher Education Day 2019 and ASEF/ASEM Education Process

How does the programme in Edinburgh look like?

Please refer to the [Programme](#) document.

Are there any commitments after the project?

The ASEF Capacity Building Training aims to establish a cohort of HE managers who can be at the forefront of making higher education more equitable. Participants will complete the course with a key combination of practical solutions they can implement in their institutions and new networks which can strengthen their equity work.

The organisers will also look to maintain relationships between participants and how this can work will be discussed in Edinburgh.

Furthermore, we always strive to understand the impact of our projects and may get in touch with former participants to conduct impact assessments.

ACCESSIBILITY

Will the ASEF Capacity Building Training be fully accessible?

We aim to make all our projects as accessible as possible and accommodate all needs of participants. We will therefore request all selected participants to provide us with their special requirements during the application and while registering for the forum.

I have a learning disability, can I apply?

Yes, we encourage everybody to apply for the ASEF Capacity Building Training, including persons with learning disabilities or other special needs.

I have a disability and require a personal assistant. Can I bring my own? Of course. If you require to be accompanied by a personal assistant, you are welcome to bring her/him to the project.

Are the costs covered for my personal assistant? Yes, we will cover her/his travel expenses (subject to a maximum travel subsidy) as well as provide her/him with accommodation and meals throughout the project.

Can you provide me with a personal assistant? We will make our best efforts to provide you with a local personal assistant in case you would request one. Nevertheless, we recommend participants to bring their own assistants.

Can I submit the application in any format other than the one provided? To allow us to assess the applications smoothly, all applications need to be completed in English and submitted through the online form provided. However, if you have an access need related to the application form which cannot be overcome, please get in touch with us and we will try to accommodate your needs.

COSTS

Is there a participation fee? There are no participation or registration fees.

Do the organisers provide accommodation during the event? Yes, if you are selected for a scholarship, we will provide single room accommodation in a 3-star hotel from 23-27 November for 4 nights. Participants will be responsible for their own dinner during the free evenings.

How about food? Meals will be provided during the conference as indicated in the programme.

I have special dietary requirements; will this be an issue? The organisers will, as much as possible, plan to adjust the meals for participants who have special dietary requirements.

Who pays for the travel costs? We will provide a limited number of scholarships to cover travel costs. The travel subsidy amount will be announced to the selected participants in their confirmation letter. It is also possible to participate as a self-financed applicant. Let us know in the application form if you would be interested in participating in case you would not be shortlisted for a scholarship.

How about visa fees and insurance? If applicable, visa fees can also be covered by the scholarship. We will request each participant to issue their own travel insurance.

Can I receive support letters for the visas? Of course, we will issue visa support letter(s) to those who require it.

Can I receive a support letter to submit to my university/workplace? Yes, upon your request we can issue letter(s) to be given to your university or workplace.

FURTHER QUERIES

Do you have more questions? Drop us an email at E: arc@asef.org or get in touch with our department at T: +65 6874 9715 (international charges apply).

If everything is clear, then [proceed to apply](#).

Co-organised by

The Asia-Europe Foundation (ASEF) promotes understanding, strengthens relationships and facilitates cooperation among the people, institutions and organisations of Asia and Europe. ASEF enhances dialogue, enables exchanges and encourages collaboration across the thematic areas of culture, education, governance, sustainable development, economy, public health and media. ASEF is an intergovernmental not-for-profit organisation located in Singapore. Founded in 1997, it is the only institution of the Asia-Europe Meeting (ASEM). ASEF runs more than 25 projects a year, consisting of around 100 activities, mainly conferences, seminars, workshops, lectures, publications, and online platforms, together with about 125 partner organisations. Each year over 3,000 Asians and Europeans participate in ASEF's activities, and much wider audiences are reached through its various events, networks, and web-portals.

For more information, please visit www.ASEF.org.



The National Education Opportunities Network (NEON) is the professional organisation supporting those involved in widening access to higher education (HE). NEON has over 80 organisations as members, mainly universities but also some not for profit bodies and works with over 1000 professionals every year. NEON aims to enable those working to widen access to HE at all levels and in all sectors to affect change in their own organisations and communities. At the heart of NEON is a cross-sector approach bringing together higher education institutions (HEIs), schools, colleges, the voluntary sector, professional bodies and employers.

For more information, please visit www.educationopportunities.co.uk



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The University of Edinburgh, established in 1582, is the sixth oldest university in the English-speaking world and one of Scotland's ancient universities. It is ranked 18th in the world by the 2019 QS World University Rankings. It has around 41.300 students and 10.300 staff across five main campuses in the city of Edinburgh.

For more information, please visit <https://www.ed.ac.uk/>

The United Nations General Assembly identified 17 Sustainable Development Goals (SDGs) that encompass many aspects of contemporary society. The goals serve as globally recognised standards that call upon stakeholders across all sectors, including higher education, to implement them by 2030. Sustainable Development Goal 4 is of particular importance to higher education since it enjoins UN member states to “ensure inclusive and equitable quality education and promote lifelong learning opportunities for all”.

Universities have a lot to contribute to reach this target. They need to make their admission systems and policies more equitable and support all type of students to achieve their potential during their studies and after. This visual is resembling the complexity of education pathways of individuals and indicates that strategic thinking is required to improve access to success of all students in higher education.

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The Asia-Europe Meeting (ASEM) is an intergovernmental process established in 1996 to foster dialogue and cooperation between Asia and Europe. Presently it comprises 53 partners: 30 European and 21 Asian countries, the European Union and the ASEAN Secretariat. ASEM addresses political, economic, social, cultural, and educational issues of common interest, in a spirit of mutual respect and equal partnership. For more information, please visit www.ASEMinfoboard.org