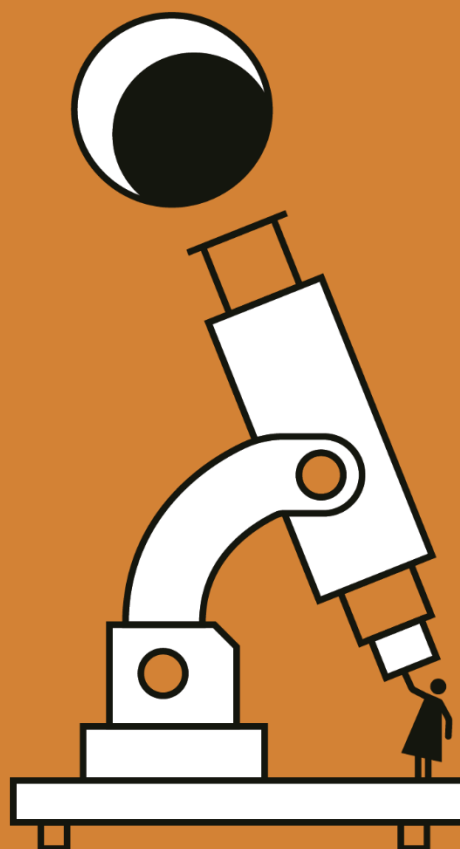
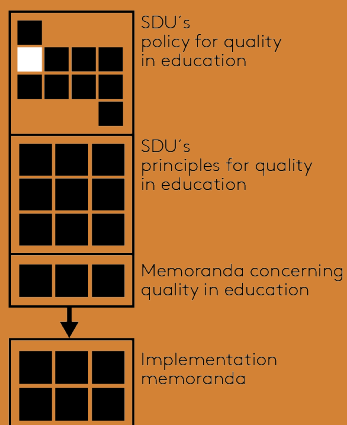


1. Sub-policy for Recruitment and Admission



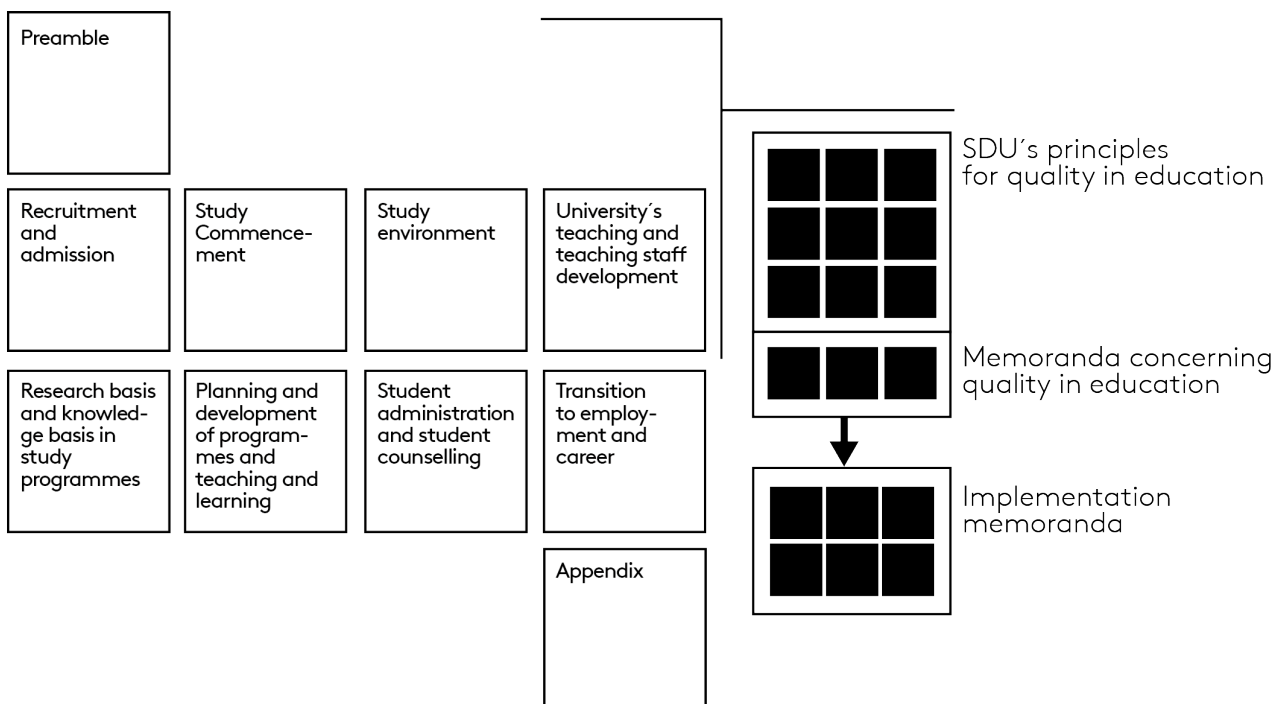
Colophon

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1. Sub-policy for Recruitment and Admission

Preview over documents for SDU's Quality in Education

SDU's policy for quality in education



1. Sub-policy for Recruitment and Admission

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Purpose

SDU supports the opportunity for potential students to make the right choice of programme at the university.

The university contributes to potential students gaining insight and knowledge regarding:

- academic requirements, academic content and job opportunities
- the programme's study environment and being a university student

The university makes every effort to ensure the best match between student and programme. Students should be admitted to the programme that suits them best.

Frameworks

External

- [The University Act, the Executive Order on Admission and Enrolment on Bachelor Programmes at Universities, the Executive Order on Admission and Enrolment on Master's Degree Programmes at Universities, the Executive Order on Bachelor and Master's Programmes at Universities, the Executive Order on Part-Time Programmes at Universities and the Executive Order on Professional Master's Programmes at Universities](#)
- [Executive Order for the Act on Transparency and Openness in Education](#)
- [ESG 1.7: Information management](#)

Internally related documents

- [SDU Strategy](#)
- [SDU's principles for student and career guidance](#)
- Communication strategy
- Framework contract
- [Language policy](#)
- [SDU's principles for internationalisation of education](#)

Quality objectives

1.1 SDU collaborates regionally, nationally and internationally to provide information about the university's programme offers.

Standard 1.1.1 The university maintains and develops close relationships with regional, national and international actors where relevant, e.g. in relation to study-choice centres, youth and higher education institutions, municipalities, regions, ministries, agencies and the business community.

Indikator 1.1.1.1 The programme, faculty and university continuously look at which actors are relevant to maintain relations with in relation to the programme.

Follow-up	<ul style="list-style-type: none"> a. Programme report b. Faculty programme report c. Central Administration report on quality in education
Responsible parties	<ul style="list-style-type: none"> a. Head of Studies b. Dean c. University Director

1.2 SDU has a trustworthy communication regarding programmes at the university.

Standard 1.2.1 Communication at the university is targeted, differentiated and coordinated with target groups through the use of relevant media, platforms and technologies.

Indikator 1.2.1.1 The university addresses its communication efforts with respect to its target groups on a constant basis.

Follow-up	<ul style="list-style-type: none"> a. Programme report b. Central Administration report on quality in education
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Responsible parties	a. Head of Studies b. University Director
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Indikator 1.2.1.2 Newly admitted students declare in the Study Commencement survey that communication regarding the programme is adequate.

Follow-up	a. Programme report b. Central Administration report on quality in education
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Responsible parties	a. Head of Studies b. University Director
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Standard 1.2.2 The university provides information about all programme requirements, content and job opportunities in the relevant language.

Indikator 1.2.2.1 Programme presentations for all programmes are available on the university's website.

Follow-up	a. Programme report b. Central Administration report on quality in education
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Responsible parties	a. Head of Studies b. University Director
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Indikator 1.2.2.2 The programme presentations include information about admission requirements, content and job opportunities, as well as any credit opportunities and supplementary requirements.

Follow-up	a. Programme report b. Central Administration report on quality in education
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Responsible parties	a. Head of Studies b. University Director
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Indikator 1.2.2.3 English versions of the programme presentations are available for programmes offered in English.

Follow-up	c. Programme report d. Central Administration report on quality in education
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Responsible parties	e. Head of Studies f. University Director
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1.3 Applicants for SDU's programmes are provided with relevant knowledge about their educational opportunities at the university.

Standard 1.3.1 The university offers general and specific guidance on university programmes, as well as individual guidance interviews concerning the choice of programme, including competence assessment in relation to the individual programmes.

Indikator 1.3.1.1 The university offers central student counselling, as well as student counselling for the individual programmes.

Follow-up	a. Faculty programme report b. Central Administration report on quality in education
Responsible parties	a. Dean b. University Director

Indikator 1.3.1.2 Newly admitted students declare in the Study Commencement survey that they have been provided with the relevant knowledge regarding their educational opportunities at the university.

Follow-up	Central Administration report on quality in education
Responsible parties	University Director

Indikator 1.3.1.3 The university implements bridge-building activities/student recruitment arrangements, which are evaluated.

Follow-up	a. Programme report b. Central Administration report on quality in education
Responsible parties	a. Head of Studies b. University Director

1.4 The admission forms for SDU's programmes ensure that the students selected have the right qualifications to carry out the course.

Standard 1.4.1 Admission procedures and forms for the programme are determined after consideration to ensure the best match of applicants and programmes based on relevant key figures.

Indikator 1.4.1.1 The student drop-out rate for the first year of study as well as the duration of study are monitored on a constant basis.

If the following key figures for the most recently calculated year are unsatisfactory, the programme must clarify the circumstances.

- For Bachelor programmes: Drop-out rate for 1st year of study and duration of study.
- For Master's degree programmes: Drop-out rate for 1st year of study and duration of study.

Follow-up	Programme report
Responsible parties	Head of Studies