



UNIVERSITY WORKSHOP

BELGRADE 2017/2018

SECTION 1 – INTRODUCTION TO UNIVERSITY WORKSHOP

International School Savremena provides its students with guidance for enrolment into universities through advice and assistance regarding research, document drafting and other issues. The idea behind the University Workshop is to help our students choose the best possible option for studying in the country and abroad. The students are free to join the workshop and, with the assistance of the teacher/mentor, browse the websites, do the research and apply for desired universities.

SECTION 2 – UNIVERSITY WORKSHOP SCHEDULE

The University Workshop is organised when the teacher/mentor and students have a gap in their regular schedule. Practice shows that the most suitable time frame is the end of the week after regular lessons. The time needed for the workshop to be efficient is two time periods, i.e. 1 hour and 30 minutes at least. For the most effective results, the workshop should begin at the start of Year 13, i.e. in September.

This will allow the students to apply for multiple universities that have application dates in spring, or in the summer of the following year. The idea behind the workshop is not to provide broad university-related counselling, as students should have an idea in which direction they are heading as early as Year 12. International School Savremena provides the students with guidelines on how to apply for universities on their own, by following the instructions given in this document.

To ensure sufficient research and communication capability, the students will need laptop and tablet computers, especially as many universities have desktop-oriented websites.

SECTION 2 - UNIVERSITY WORKSHOP ACTIVITIES

The activities will start with an explanation of the purpose of the workshop and the importance of regular attendance.

After the first session, the students create a wishlist of universities or subjects. This is done with the help of the teacher who provides them with information and guidance regarding the level of knowledge needed to enrol into a specific university. The teacher also introduces the students to the necessary qualifications.

The student applies for a university only when the teacher is completely sure all students have comprehended the university requirements and have been properly instructed on how to write a motivational letter and essay. The motivational letter and essay template are usually available on the university website, and the students may adapt them according to their abilities and wishes. The teacher/mentor assists the students in forming and writing the letter so as to make sure all necessary criteria have been met. Students structure the essay and the motivational letter on their own, and the teachers provide assistance in the form of feedback needed for any errors or suggestions relating to the context. Teachers/mentors do not do these tasks for the students but act as a tutor and moral support.

After constructing the letter and essay, the students are advised to collect the recommendation letters from teachers in order to send them with other application papers. The time frame for completing the workshop is the end of December.