

University of Georgia
Warnell School of Forestry and Natural Resources (WSFNR)

BASICS OF APPLICATION TO EUROPEAN FORESTRY MASTER PROGRAM

"Beautiful Minds for Forestry, Belarus"

FORS 4000, online course

(2 credit hours) Spring semester 2007

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CLASS TIME: assignments emailed every
Friday afternoon, Eastern US time zone

Introduction

Western European Forestry programs provide a unique career opportunity for Belarusian students and young professionals. Unfortunately, there is no forestry related English course or program in Belarus and therefore students usually lack English knowledge, communication experience, and basic understanding of application and educational processes in Western Europe. This online course is design to explore knowledge, theories, and experience that will help students to overcome these issues and prepare application documents to the Master of Science in European Forestry Erasmus Mundus program (further as "MSc EF").

Goal and Course Objectives

The goal of this online course is to facilitate training of highly motivated and talented young professionals from Belarus for further application to European forestry related programs resulting in a Master Degree.

Course objectives are designed for students to:

1. Improve English communication skills;
2. Identify professional interests and concentrate in a selected area;
3. Develop a framework for critical thinking about the processes of application to the MSc EF;
4. Complete application documents to apply to the MSc EF program.

Required Texts and Materials

There is no text book for this class. Readings will be assigned every week according to the course outline. English volume of 200-300 pages will be assigned for translation personally for each student based on his/her professional area of interests.

Grading Policy

50% Application document portfolio

30% TOEFL passed with any results

20% Professional contacts (10 points per reply potentially leading for further cooperation)

100%

A = 89% and above; B = 79-88%; C = 69-78%; D = 59-68%; F = 58% or below.

“A” is used to recognize excellent work, that is work that stands out in comparison with that of other students in UGA and elsewhere, now and in the past, and that might attract the interest and appreciation of others working in the field. The work is both competently presented and innovative. An "A" is typically reserved for a few elite individuals. Possible descriptors – superior, outstanding.

“B” is used to acknowledge competent treatment of assigned material. Competent treatment includes writing that is coherent, internally consistent and professionally presented (grammatically correct, etc.) as well as insightful and interpretive. The words “well done” are also used to recognize this level of work. A grade of "B" is reserved for students who exceed adequate performance and show considerable promise for being highly effective. Possible descriptors – proficient.

“C” is used to acknowledge adequate work that is acceptable in the knowledge reflected but is either flawed in its presentation or lacking in insight and interpretation or both. The word “ok” may be used to reflect this judgment. If students are employing effective study habits and putting in an adequate amount of time (identified as at least 2 hours of study for every class contact hour), they should be able to achieve a "C" in a course. Possible descriptors –sufficient, satisfactory.

“D” is used to acknowledge work that is inadequate but passable. Possible descriptors – minimal, least possible that is passing.

“F” is used to recognize work that is unacceptable. A failing mark of "F" is reserved for a few individuals (many of whom receive this mark because of extenuating circumstances that create difficulties with time and concentration or a lack of effort). Possible descriptors - below minimum to pass.

Course's Pre-requirements

The course is designed for the Forestry School, Belarusian State Technological University graduates with distinction ("krasnyj diplom" or average point above 4.5) up to 30 years old. Female students are highly encouraged to apply. Personal computer and access to the Internet are required. Email attachments may exceed 1 Mb.

Course Requirements

Each student will prepare application document portfolio: curriculum vitae, resume, cover letters, letters of recommendation, motivation letter and copies of diploma and transcripts in English.

Expectations and Policies of the Instructor

1. Attendance and tardiness: students are encouraged to follow-up Friday emails sent by the instructor and submit their homework by the following Tuesday. If you anticipate a need to miss the deadline and wish to receive an excused absence, you must email the instructor at least one day in advance of the deadline. It is expected that students will complete all assignments and keep in touch with instructor every week during the semester. All assignments sent to the instructor will be acknowledged by confirmation email. Failure to receive confirmation email means the assignment has not been received. Instructor will communicate with students through personal and group emailing.
2. Deadlines and Policy for make-up examinations: Any assignments are to be sent in by the date they are due. Late assignments will be penalized 10% per week, for two weeks, and then will not be accepted.
3. Essays/papers: Must be typed in MS Word, double-spaced, Arial 11, with 1,5 cm / 1 inch margins. Please retain an electronic and hard copy of all assignments for yourself.
4. Academic honesty & plagiarism: All academic work must meet standards of contained in A Culture of Honesty, www.uga.edu/ovpi. Each student is responsible for knowing those standards before performing academic work. The penalty for academic dishonesty is dismissal from the course, and ignorance is not acceptable defense.

Special Accommodations

If you encounter a problem that affects your participation in this course, contact the instructor immediately. In addition, students with disability or health-related issue who need a class accommodation should make an appointment to speak with the instructor as soon as possible and not later than **February 2th, 2007**.

Principal Course Outline and Assignments

The course syllabus is a general plan for the course; deviations announced to the class by the instructor may be necessary.

Week	Date	Topic and assignments
1	January 5	Introduction to course & syllabus
2	12	Academic / Career Goals: understanding general scope of forest sector and its components, identifying student's professional interests, preferences, and career goals
3	19	

4	26	English test: identifying personal level of English with further recommendations on TOEFL preparation
5	February 2	
6	9	CV / Resume: gaining basic understanding of curriculum vitae (CV) and resume structure in English;
7	16	
8	23	Completing CV and resume
9	March 2	Business correspondence: email, cover letter, letter of recommendation, project proposal
10	9	
		Motivation letter
11	16	Spring break
12	23	International contacts: establishment of working contacts with professors from the universities that participate in the MSc EF program
13	30	
14	April 06	
15	13	Preparation of documents / application for short term internship or international forestry or conservation conference/forum (certified copy of diploma in English and transcripts)
16	20	
17	27	
18	May 4	Class evaluation, instructor's recommendations on further efforts

Web Info (as of March 2006)

Master of Science in European Forestry Erasmus Mundus program

<http://gis.joensuu.fi/mscef/>

Erasmus Mundus: List of Masters Courses

http://europa.eu.int/comm/education/programmes/mundus/projects/index_en.html

TOEFL

<http://www.ets.org/portal/site/ets/menuitem.fab2360b1645a1de9b3a0779f1751509/?vgnextoid=69c0197a484f4010VgnVCM10000022f95190RCRD>

European Forestry Institute <http://www.efi.fi/>

MSc EF Program Description

Introduction

The Master of Science in European Forestry Erasmus Mundus (MSc EF) is a 2-year degree programme co-organized by the following 6 European Universities:

- University of Joensuu, Finland (Co-ordinating University)

- Albert-Ludwig University of Freiburg, Germany
- Swedish University of Agricultural Sciences (SLU), Sweden
- University of Lleida (UdL), Spain
- University of Natural Resources and Applied Life Sciences Vienna (BOKU), Austria

- Wageningen University, The Netherlands
The MSc EF offers a unique and rewarding double-degree study programme for suitably qualified students or professionals. The programme is geared towards providing the participants with invaluable international skills and experiences for the highly competitive labour market. Requirements for studying the MSc EF include a good level of English, and a Bachelor's degree or equivalent in forestry or other related disciplines.

The MSc EF Course starts every autumn (end of August). The deadline for applications is the end of December of the previous year. You can find all the information of the MSc EF and the application form on this webpage. You can also find in this webpage all the details on the Erasmus Mundus scholarships that are provided for non-European Union nationals, as well as the grant possibilities for EU nationals.

Mission

The MSc European Forestry provides an additional dimension to the already existing educational markets in forestry and nature management in Europe. It is not just an attempt of several European forestry universities to merge or to jointly offer their already existing curricula.

The idea of the MSc-programme is, instead, to respond to the increasing number of issues in forest and nature management that are formulated, implemented, and co-ordinated above the classical nation-states, providing a whole range of new challenges and demands for policy and management at the European level. The MSc-programme aims to address these challenges and demands. The curriculum of the programme is designed to take into account the needs of potential employers. The following are important institutions with a possible interest in European Forestry-graduates:

- National forest/nature management agencies and ministries (in the field of policy formulation/implementation)
- Internationally active forest enterprises and timber, paper, and pulp industries (in the fields of trade and markets)
- Internationally active NGO's (in the fields of policy formulation/implementation and conservation issues)

The focus of the MSc programme on trade and policy issues, supported by a sound understanding of the variety of ecological conditions and their dynamics in Europe, results from the above potential interest in this expertise. During its 4 years, more than 72 students from all over the world have been admitted in the MSc European Forestry. 29 nationalities have been

represented among them, and some are already working in international forest companies and institutions.

Requirements for Applying

The minimum requirements to apply for the MSc EF are:

- Bachelor degree or equivalent in forestry or related sciences;
- to have a fluent level of English, certified by a TOEFL score of 550, IELTS 5.5 or equivalent.

The selection process also considers:

- the applicant's international experience, trainings or studies abroad;
- the applicant's work experience;
- the reference letters.

The admission decisions are based on multiple factors. Emphasis is given to the academic degrees and records, the letters of recommendation, the motivation of the student, the language skills and his/her international and work experience.

In addition, consideration may be given to the general background in the forestry sector and life experience reflected in the applicant's CV, and how it would contribute to an educationally beneficial mix of students.

The MSc EF secretariat will collect all application files sent before the deadline. Only those applications that are complete and fulfil the requirements and minimum criteria demanded will be considered. The selection will consider the criteria exposed in a competitive process among the applications accepted. The European Commission has the final decision on awarding the Erasmus Mundus scholarships.

All admitted students will receive an invitation letter by the University of Joensuu, about two or three months after the deadline for applications. The enrolment is only official after replying and accepting the conditions of the invitation letter. Together with the letter of admission, students awarded an Erasmus Mundus scholarship will be informed.

Application Procedure

Applications for the MSc European Forestry should be submitted by post (hard copy applications). Applications may not be submitted by email. The applications submitted will not be returned.

The answers have to be typed clearly. An application difficult to read will not be considered. Your application file must consist of:

- 1) A completed standard application form;
- 2) Statement of understanding attached to the application form;

- 3) Certified copy of the applicant's University diploma;
- 4) Official transcript of the applicant's University records, including courses followed (preferably in ECTS) and scores obtained;
- 5) TOEFL/IELTS or equivalent certificate in English language;
- 6) Copy of the applicant's CV;
- 7) Motivation letter for doing the MSc European Forestry;
- 8) Two letters of recommendation using the standard reference form, both sent to the MSc EF office under sealed envelope.

Please, note that the posted application file becomes property of the MSc EF secretariat. Therefore no original official documents should be sent. Upon admission to MSc EF, legalised copies of diplomas, language tests and certificates will be required.

The letters of recommendation are based on the standard reference letter format. At least one of them has to be done by a teacher/supervisor at the applicant's home university.

Fees, Expenses and Scholarships - For non-European Union Students

Information on the **Fees, Expenses and Scholarships** is provided separately below for EU and non-EU students.

Erasmus Mundus scholarships are available for MSc EF applicants from *third countries*, i.e.: nationals coming from all countries other than the 25 EU Member States (Germany, Austria, Belgium, Denmark, Spain, Finland, France, Greece, Ireland, Italy, Luxembourg, the Netherlands, Portugal, the UK, Sweden, Cyprus, Estonia, Hungary, Latvia, Lithuania, Malta, Poland, Czech Republic, Slovakia, Slovenia), the EEA-EFTA states (Island, Liechtenstein and Norway) and the candidate countries for accession to the EU (presently Bulgaria, Romania and Turkey), who are not residents of any of the above countries, and who have not carried out their main activities (studies, work, etc.) for more than a total of 12 months over the last five years in any of the above countries.

Third country **students awarded with an Erasmus Mundus Scholarships receive a total of 42,000 euros** during the 2 years of studies. In addition, students granted with an Erasmus Mundus scholarship get an **insurance** provided by the European Commission.

Third country students must pay to the Consortium of Universities that organizes the MSc European Forestry a total of 16,000 euros as Course Fees during the 2 years of studies. Students are expected to finance their living costs themselves, including their accommodation

and travel costs. The participating universities have services for foreign students that can provide assistance in arranging accommodation and other living arrangements.

Below you can find more information on the **Erasmus Mundus Programme** of the European Union.

The Erasmus Mundus programme is a co-operation and mobility programme in the field of higher education. It aims to enhance quality in European higher education and to promote intercultural understanding through co-operation with third countries.

The programme is intended to strengthen European co-operation and international links in higher education by supporting high-quality European Masters Courses, by enabling students and visiting scholars from around the world to engage in postgraduate study at European universities, as well as by encouraging the outgoing mobility of European students and scholars towards third countries.

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