



## PROGRAMME GUIDELINES

### RTC-Jember (Indonesia) Student Exchange Programme Academic Year 2016-2017

**(Applications are due at the International Relations Office by 5pm, Monday, May 8, 2017)**

As a conscious part on RTC to promote global learning and building intercultural capabilities of our students, RTC will be sending **1 student on a two-week short-term exchange programme to the University of Jember in Indonesia for an International Cultural Camp**. The Royal Thimphu College would like to encourage students to avail this opportunity to learn and further their personal and professional development by expanding their horizons and understanding of the world and its many cultures. This exchange programme is for a 1<sup>st</sup> or 2<sup>nd</sup> yr Bhutanese regular day student. As the candidates will be the ambassadors not just of RTC but also for Bhutan, we are looking for well-rounded students with the right combination of academic achievement, character, and participation in college-wide activities and international participation.

#### I. Application Guideline

The deadline for the submission of applications is **8<sup>th</sup> May, 2017** at the International Relations Office. Along with the application form and relevant supporting documents, students must submit a **Letter of Consent** signed by their parents/ guardians in the prescribed form attached with the application and must submit a 300 word essay conveying: **“Why I want to participate in this program, how this experience will benefit me personally and academically, and what can I offer this program in return”**. Please refer to the Application Checklist for the full list of requirements.

#### Eligibility

Bhutanese regular full-time students with **60% average overall marks from completed semesters**, who are currently in their 1<sup>st</sup> or 2<sup>nd</sup> year will be eligible to apply for this programme.

Category	Expenses Covered by Scholarship	Personal Expenses covered by Student	Slots
<b>Partially Funded</b>	<ul style="list-style-type: none"><li>- All expenses for food, transportation and accommodation in Indonesia are paid for.</li><li>- Partial funding associated with airfare to Indonesia is covered by RTC (up to Nu 15,000 of Bangkok-Indonesia roundtrip)</li></ul>	<ul style="list-style-type: none"><li>- Indonesia Tourist Visa - <i>gratis</i></li><li>- Thai Tourist Visa : Nu.3,200</li><li>- Incidental and Personal Expenses in Bangkok: Approx. Nu. 5,000</li><li>- Air travel: Approx. Nu. 22,000 (PBH-BKK-PBH)</li></ul>	1

**Note:** Please note that all above amount for expenses are approximate and are subject to change.

#### II. Selection Criteria - The Committee is looking for:

##### Academic Achievement:

- Candidates should have an overall average aggregate of at least **60% in all semesters** and **must not** have any back papers at the time of application or any disciplinary sanctions against them.
- Attendance will also considered.

##### Qualities of Character and Social Skills:

- The candidates must be conscientious and of good character, demonstrating a high degree of responsibility, problem solving skill, adaptability and sensitivity to others and their culture.

- Candidates must be involved in college-wide activities as evidenced through participation as a member of the Student Government, an RA, a Club Coordinator, or having taken an **active role in cultural programs (music, dance, song, etc.)**, games/ sports or social/community work, or literary work, etc.
- Candidates must agree to adhere to the Student Codes of Conduct in the Student Handbook and to cooperate fully with the faculty/staff member accompanying the group during the entire period of the exchange program as well as during preparation for the trip.

Specific evaluation criteria:

1. Academics – Marks, Attendance in current & previous semesters, Participation in academic activities
2. Leadership – Student Govt. Official, Residence Assistant, Club Coordinator, Class Representative, Other leadership roles
3. Social Services – Blood Drive, Volunteerism at RTC events, Community participation and engagement, Other social service activities
4. Extra co-curricular activities – College Team; Organizing and participating in tournaments organized by College, Other sporting activities, Cultural activities, Other clubs
5. International participation – International roommates, buddies for international students and visitors, other international participation/contributions such as SAESM, Y-Peer, paper presentations, representing RTC and Bhutan.

### III. Pre-Departure Preparation for the Selected Candidates:

9 <sup>th</sup> May	- Results declaration - Candidates will be given an Offer Letter
11 <sup>th</sup> May	- Submission of signed <i>Acceptance of Offer</i> /Guarantor Undertaking form - Candidates start processing for their Passport
15 <sup>th</sup> May	- Submission of their passports
18 <sup>th</sup> May	- Submission of visa fees and airfare to the International Relations Officer
July	- Selected student should be in Thimphu for preparation of cultural items (traditional and contemporary)
18 <sup>th</sup> Jul – 04 <sup>th</sup> Aug	- Tentative dates for travel to Indonesia via Bangkok

### IV. Expectations upon Return:

In order to benefit those who were not able to participate in the program and to motivate the others to apply in the following years, upon their return to RTC, candidates must make a presentation/ organize photo exhibition highlighting their adventures, experience and the knowledge they gained from this cultural exchange program. When required the program participants will also be expected to participate and assist RTC in any international program and events related to the exchange.

### V. Application Checklist:

- All candidates must submit the application (available at my.rtc.bt) or the International Relations Office.
- 1 recent passport size photograph
- A written consent from Parents for your participation in this program available at my.rtc.bt
- Copy of your CID
- A 300 word essay conveying: **“Why I want to participate in this program, how this experience will benefit me personally and academically and what I can offer this program in return”.**
- Merit and other documents/certificates
- A copy of your marks