

Q-Card for Admission Officers

REACT

Recognise - Examine - ACT

Co-funded by the
Erasmus+ Programme
of the European Union



NOKUT 

Introduction

The REACT Q-Card for Admission Officers represents a first-aid kit for staff working with providing access to further studies for refugees, displaced persons and persons in a refugee-like situation.

The Q-Card is a result of the successful testing of the Toolkit for Recognition of Refugees' Qualifications at Oslo Metropolitan University (NO), University of Bremen (DE), University of Utrecht (NL), LUISS University (IT) and the University of Limerick (IE). The Q-Card provides recommendations for action at higher education institutions working towards enabling access to further studies for refugees, displaced persons and persons in a refugee-like situation across the European Higher Education Area (EHEA).

On behalf of the project's consortium, NOKUT is proud to present the REACT Q-Card for Admission Officers. We would like to express our gratitude to the European Commission for making this project possible, and we thank the consortium members for their contribution to the project.



REACT is an Erasmus+ supported project, which aims to establish a more efficient and consistent approach to the recognition of refugees' qualifications in Europe. The overall goal is to enhance the mobility, employability and access to further studies for refugees, displaced persons and persons in a refugee-like situation – including those without official documentation of their educational background. Through undertaking testing of the toolkit in cooperation with higher education institutions from across Europe, the objective is to identify the needs of the institutions and develop best practice cases that illustrate possible pathways for admission of refugee students to further studies.

Recognise

Challenges

Examine

Opportunities

ACT

Action

REACT

Recognise

Challenges

- Target group
- Documentation
- Eligibility
- Information provision
- Coordination of activities within the institution
- Cooperation with other stakeholders
- Time frame management
- Awareness and commitment

Challenges

Target group (LRC, art. VII)

- Refugees
- Displaced persons
- Persons in a refugee-like situation

P 1 Accessibility

P 2 Information provision

P 3 Fair treatment

Opportunities

- Legal framework
- Language proficiency
- Admission to regular programs – B, M, PhD
- Preparatory courses
- Entrance exams/tests
- Complementary studies
- Single courses
- Specially designed courses/programs/initiatives

Action

- Identify the existing options and their impact on the career and study opportunities of the applicants
- Identify the opportunities you can offer at your institution
- **e.g. Language cafe**

Challenges

Documentation

“...cases in which the qualifications cannot be proven through documentary evidence”,
LRC, art. VII

Inadequately Documented Qualifications, *Recommendation*

- P 1** Accessibility
- P 2** Information provision
- P 3** Fair treatment

Opportunities

- Legal framework
- Language proficiency
- Alternative evaluation methods, e.g. interviews
- Help to complete the file
- Entrance exams/tests
- Revisit application process

- T 5** Questionnaire
- T 7** Level placement

Action

- Ensure that information about application process (also for those with insufficient documentation) is available
- Identify the opportunities you can offer at your institution
- Ensure that there are no costs involved (assessment fees, translation fees etc.)
- Make necessary adjustments in the procedures
- Establish clear and transparent process

Challenges

Eligibility

To «ensure access for all women and men to affordable vocational and tertiary education, including university»



- P 1 Accessibility
- P 2 Information provision
- P 3 Fair treatment
- P 6 Transparency

Opportunities

- Developing applicants' and stakeholders' awareness about the importance of evaluation and recognition, even in cases with scarcely documented qualifications
- Establishing of clear set of criteria and opportunities to complete/improve the file
- Establishing of clear, well-defined and transparent requirements and procedures
- Sharing success stories and peer learning

Action

- Stipulate clear rules and procedures, ref. to LRC VII, Recommendation and EAR Manual
- Raise awareness about obligations and commitments
- Give hope and contribute to empowerment!

Challenges

Information provision

«Parties to the LRC should ensure that information on the assessment and recognition of qualifications held by refugees, displaced persons and persons in a refugee-like situation is transparent, up to date and is provided to refugees as early as possible. To the extent possible, the information should be available in both national language(s) and at least one widely spoken language.»
(Recommendation, Art. VII, §22)

P 2

Information provision

P 6

Transparency

P 1

Accessibility

Opportunities

- Reaching out to the target group
- Varieties of information channels (website, social media, leaflets, meetings, word-of-mouth etc.)
- Information in different languages
- Communication and response

Action

- Raise awareness about obligations and commitments
- Ensure that information developed by your institution is available and updated
- Examine the most successful ways to reach the potential applicants and assisting authorities
- Establish sustainable communication system (e.g. email box)
- Develop information in more than one language, e.g. arabic, dari
- Right information at the right time!

Challenges

Coordination of activities within the institution



LRC, Art VII
Recommendation

P 3 Fair treatment

P 4 Competent treatment

P 5 Effectiveness

P 8 Portability

P 6 Transparency

Opportunities

- Internal alignment
- Centralisation of activities
- Cooperation with examination offices
- Cooperation with examining boards
- Clear framework for cooperation, e.g. projects
- Clear infrastructure

Action

- Raise awareness about obligations and commitments
- Establish a coordination centre, contact person
- Training for admission officers and academic staff
- Apply a coherent and sustainable procedure
- Join and participate in relevant projects and initiatives

Challenges

Cooperation with other stakeholders

- P 8 Portability
- P 1 Accessibility
- P 3 Fair treatment
- P 4 Competent treatment
- P 2 Information provision
- P 5 Effectiveness
- P 6 Transparency

Opportunities

- National ENIC-NARIC centre (ENIC-NARIC network)
- Relevant national authorities
- NGOs
- Networks of universities
- International projects

Action

- Explore the opportunities
- Identify trusted sources of up to date information
- Establish a strategy for cooperation
- Establish clear and coherent cooperation scheme

Challenges

Time frame management

P 5 **Effectiveness**

P 3 **Fair treatment**

- The complexity of the case
- Lack of information
- Difficulty in obtaining necessary evidence
- Coordination within institution and cooperation with others

Opportunities

- Clear and updated information about the application and evaluation process, including deadlines
- Clear and well-defined criteria and requirements
- Internal alignment
- Effective communication channels
- Cooperation with other organisations/assisting authorities

Action

- Establish a coordination centre, contact person
- Examine the most successful ways to reach the potential applicants and assisting authorities
- Establish sustainable communication system (e.g. email box)
- Develop information in more than one language, e.g. arabic, dari
- Establish clear, coherent and transparent procedures

Challenges

Awareness and commitment



LRC, Art VII
Recommendation



P 1 Fair treatment

P 5 Effectiveness

Opportunities

- To build sustainable and relevant procedures, based on the experiences
- From ad-hoc to more systematised approach
- Mutual learning and cooperation

Action

- Raise awareness and be updated about obligations and commitments
- Establish sustainable strategy
- Join and take lead in international initiatives and projects

WANT TO KNOW MORE?

To enable the accessibility and transparency of the project's work, the results will be made available on the project's website on a continuous basis.

Website:

[www.nokut.no/en/about-nokut/
international-cooperation/erasmus-
projects/react--refugees-and-recognition](http://www.nokut.no/en/about-nokut/international-cooperation/erasmus-projects/react--refugees-and-recognition)

Email:

project-react@nokut.no

NOKUT



Drammensveien 288
Postboks 578, 1327 Lysaker
Telefon: 21 02 18 00

www.nokut.no

The REACT-project is a cooperation between National Academic Recognition Information Centres (NARICs), higher education institutions and stakeholder organisations working closely with refugees and their educational qualifications.



Co-funded by the
Erasmus+ Programme
of the European Union

