



## **ENOTHE Student Spring/Summer Course**

### **CALL and guidelines for Partner Universities**

*This call is a part of ENOTHE Think Tank proposal related to the student course creation. Correspondingly, we invite the ENOTHE member institutions to collaborate as PARTNER UNIVERSITIES and develop the spring/summer course package together with ENOTHE Board Members and SPOTeurope.*

We kindly invite you to apply for partnership in the 1st edition of the ENOTHE 4-day Intensive Student Spring/Summer Course "Digital Perspective on Occupational Therapy Education". Due to the COVID-19 situation, we anticipate the course will be given online. The course is oriented for all three cycle-level students, strongly supporting the exchange of the research competences.

SPOTeurope will have a crucial role in organizing the course. SPOTeurope will promote partnerships among the students, making links with local communities, stimulate Mini SPOTS creation, help the work of local Mini SPOTS, and promote sustainability and internalization at home.

We hope to seek for the support of OT Europe registered experts as well as to collaborate closely to COTEC and ROTOS.

We consider your participation can be an excellent way to promote internalisation-at-home.

**Up to 7 universities can apply for partnership.**

## **The responsibilities and tasks of the PARTNER UNIVERSITY**

In case you apply to be the university partner, you will be encouraged to act as a TASK FORCE for the development of the course package along with ENOTHE members and SPOTeurope member (event coordinator). The members of the TASK FORCE **will be responsible** for:

- a) Creating the procedures about the selection of the host, developing the study programme;
- b) Defining the process of teacher selection, choosing teaching and learning methodologies, create the modes of supervision among the students, determine the ways of student participation and encouragement;
- c) The university heads of partner universities should commit and support facilitating resources if needed;
- d) The Partner Universities can apply to be a host university (in case the edition of the course is face-to-face);
- e) The Partner Universities are required to provide the final report and disseminate products and results of the course to all ENOTHE members during the ENOTHE Annual Meeting or through other professional, educational or research networks and platforms;
- f) Seeking additional funding and planning the budget. The TASK FORCE will prepare the budget and evaluate the cost-effectiveness of the course. The members can consider attracting more funding if needed (e.g. ERASMUS+). Besides, The TASK FORCE might consider having ENOTHE initial financial support for **the spin-off** of the course for needed resources (online supports, videos, educational materials, research activities, etc.). The funding provided needs to be used in the period that the money was rewarded. If a course is delayed, project money can only be transferred after permission from ENOTHE. ENOTHE Board Task Force member will review budget expenditures. ENOTHE office will provide a template expense form for task force members to be able to claim reimbursement of expenses. All expense forms must be accompanied by copies or scans of original receipts of money that has been spent whilst participating in the course organization. The completed expense forms must be signed be



returned to ENOTHE office by email: [info@enothe.eu](mailto:info@enothe.eu) , within a maximum of two months from the receipt date.

## **ENOTHE Platform supports**

The Partner Universities will be supported by ENOTHE Office as follows: Interactive Online Operative Platform MS Teams management issues, social media website, email and ENOTHE youtube channel.

## **WHO can apply?**

1. ONLY fully paid up members of ENOTHE can apply to be partners.
2. The partner university should proof the willingness to provide the resources (hours of work in the task force or hosting the event, will be indicated in the bid form or stated through the motivation letter).
3. The applicant universities should fill up the Bid Form for the Summer/Spring Course that should be signed by the institution.
4. The Partner University should provide a letter of motivation stating their expertise in the topic, willingness to collaborate or being a host, which resources the university is open to sharing (e.g. library, online platform, video making, advertisement, sponsorships).

NOTE: All learning activities should be in alignment with mission, vision, and values of ENOTHE. Each educational action should be sustainable, promote occupational education development in each context as well as promote the transformation of local communities.

## **Submission**

Please, submit the BID form and the motivation letter to [info@enothe.eu](mailto:info@enothe.eu) before **January 15, 2020, 13.00 (CET)**.

Revised in: 21 November 2020, Maria Kapanadze, Soemitro Poerbodipoero, Lisette Farias Vera, Panagiotis Siaperas, Vanessa Röck

