

Guide for Applicants

for the Certificate in Sustainable Development and Social Innovation

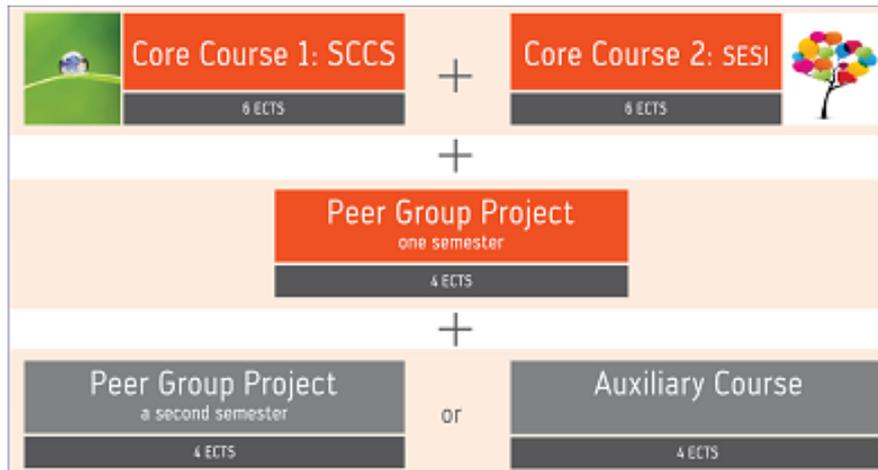


A study programme open to students from all degree programmes, professionals and citizens.

Four modules yielding 20 ECTS in total can be completed (à la carte) over 2 to 6 semesters.

Dear candidate,

This guide provides key information for your application to the Certificate in 'Sustainability and Social Innovation'. The two obligatory Core Courses always take place on Tuesday afternoons from 17.15 to 20.30. Course sessions run from End of September to December in the winter semesters and from February to June in the summer semesters. The Certificate is conferred to all who successfully complete four learning modules that all-together yield 20 ECTS (see p.4 of this guide). To collect the total of 20 ECTS that are required to be awarded the Certificate, participants can develop a personalized learning path based on choosing a peer group project and possibly auxiliary courses. The workload can be distributed over 2 to 6 semesters.



For detailed course descriptions, please visit the site:

http://wwwfr.uni.lu/formations/flshase/certificate_in_sustainable_development_and_social_innovation

This guide provides more details on the following points:

1. Who can apply?
 2. How to apply?
 3. How do we select?
 4. How do we conceive of learning?
 5. How can you tailor the Certificate's modules to your needs?
 6. Workload, evaluation, and credits
- Annex. Overview on the learning modules

1. Who can apply for joining our learning community?

- **Students:** All enrolled University students can apply provided the core courses do not take place at the same time as an obligatory course towards your degree programme.
- **Public:** All interested citizens and professionals can apply.

2. How to apply?

For application please submit a letter of motivation of 1-2 pages, preferably between 15 April and 1st September. Depending on the number and nature of applications received, we may contact you to schedule an interview. Late submissions will be considered in case there are still places available, otherwise candidates will be placed on a waiting list.

Your letter of motivation can be a simple expression of:

- Why you are interested in the Certificate with reference to the course description and the guide for applicants?
- Do you have any prior experience or qualifications that relate to the course material? (not a requirement).
- Do you have particular points of interest that struck you most when reading the course descriptions? Is there one session topic or case study that you are concerned with most?
- What are your expectations from the course professionally and personally?

Please attach your CV.

3. How do we select?

Based on all letters of motivation received, we will select candidates with a view to developing a diverse learning community from a large range of cultural and disciplinary backgrounds and life stages.

Our selection criteria include:

- Motivation, interests and experience
- Fluency in the English language
- Age
- Gender
- Nationality

A maximum of 25 to 30 participants for participation in any semester will be selected based on the quality of their application letters.

- **Students:** At least 10 places will be reserved for students enrolled in University degrees.
- **Citizens and professionals:** about 15 places will be for other participants.

4. How do we conceive of learning?

Experiential learning will take place at three levels:

At the level of the learning community: You will join a diverse learning community, guided by our *interdisciplinary team* of researchers and practitioners, who are working closely together and cross-question each other. An *mixture* of closed lectures, public lectures and engaged learning activities will offer possibilities to engage with *diverse view points* on each issue. The engagement of *practitioners* will ensure societal salience, and the *open lectures will allow you to connect to public reactions and debates on the issues*. Conceptual tools provided in the *engaged learning activities* highlight challenges and facilitate the drawing together of diverse perspectives and disciplinary approaches where possible.

Lecturers and students are considered members of the community. Your contribution will play a significant role in the further development of the course as we seek continued improvement over time. This course is being offered for the second time this coming semester.

At the peer-group level: *peer-groups* diverse in terms of experience, age and gender will be established to work on peer group projects. These projects present opportunities to connect academic perspectives and theory from the literature to practical cases of salience to Luxembourg. Peer-groups will benefit from access to experts and interview opportunities in their chosen area. Peer groups also present a field to experiment with challenges of social coordination, learning and mutual understanding in very diverse groups that are not hierarchically organised.

At the individual level: Your *personal development goals* will be considered, as we will address issues of interest to you as expressed in your letters of motivation and in class. A *tutor system* will be instituted, in which students will be matched with the lecturers with closest interests. Alternation of lectures and engaged learning activities and peer group work addressing local challenges will foster critical creative inquiry.

The application letters requiring a statement of motivation, and a *reflective final report* on career intentions and the quality of the learning experience intend to foster self-evaluation and provide critical support (quantitative & qualitative). Participants are encouraged to *keep a private reflective journal* recording impressions and reactions. Four short assignments will need to be completed for the two core courses. A list of internship opportunities and research opportunities connected to the two courses will be provided.

For our learning on how to improve the course over time, participants' statements on quality of education in the auto-evaluation exercises and reflexive essays on the quality of the learning experience will be key.

5. How can you tailor the learning modules to your needs?

Each completed core course yields 6 ECTS. We offer peer group projects associated with the two core courses: completion of each peer group project yields 4 ECTS. Whilst it is recommendable to complete peer group project work in conjunction with the core courses for optimal learning outcomes (peer-to-peer learning is designed to reinforce course-based learning), if the total work load is considered too heavy in addition to full-time study or employment, it is possible to enrol in a peer group during a subsequent semester once the correlate core course has been completed. At least one peer group project has to be completed to gain the Certificate; it is optional whether the peer group of the Science and Citizen course or the peer group project of the Social Enterprise course is deemed more pertinent for one's career. The second peer group project can be replaced with one of two auxiliary course, that also count 4 ECTS.

See Annex 1 with an overview on all modules and guidance on à la carte choices for the Certificate: the two Core courses (6 ECTS each, both obligatory), associated peer group projects options (4 ECTS each, one is obligatory), and the two auxiliary courses (4 ECTS each, one can be chosen to complete the peer group project).

6. Workload, evaluation, and credits

- **Course work – preparation, participation, follow-up of course sessions + a final report**

Workload each course: 6 ECTS ~150 units of work (1 unit ~45 minutes)

- Lectures : 60 units (30 h; 10 x 3 h sessions)
- Reading : 48 units (36 h)
- Assignments : 8 units (6 h: 3 x 2 h assignments)

Final Report based on the course material: 50 units (~40 h)

Evaluation: ECTS points and pass or fail marks are based on

- Class participation 10%
- Assignments (~4x 2h) 4x10%
- The Final Report (~40h) 50%

• **Peer-group project work for each course**

Workload: 4 ECTS ~110 units of work (1 unit ~45 minutes)

- Meetings: 30 units (22 h)
- Reading : 40 units (30 h)
- Project work on presentations and report: 40 units (30 h)

Evaluation: ECTS points and pass or fail marks are based on project work:

- Interim deliverable 10%
- Final presentation 30%
- Group written report 60%

For any questions regarding your application to the course, and for submitting your application, please write an e-mail to Christelle.karleskind@uni.lu.