

Jönköping Student Union

SAP Policy

Study Abroad Points

Purpose

Students enrolled at Jönköping University have, during their time of study, the opportunity to earn study abroad points from extracurricular activities within JSA, HI TECH, Hälsosektion, LOK or JSU. The study abroad points system shall serve as a reward for contributing to student life on campus. Study abroad points are used in the application for studying abroad and can be an advantage during the selection process.

Reporting process

JSA, HI TECH, Hälsosektion, and LOK are responsible for accrediting and registering the study abroad points and do not take any part in the processing of the results. The results are calculated by the International Office (IO) with a formula. The accreditation includes notifying students that the application for study abroad points is open, collecting information of students' involvements, ensuring the information is correct and sending the information to IO.

How points are awarded

The points are given according to 8 different categories, which reflect the different parts an involvement includes. All aspects of involvement might never be covered; however, the major parts shall be represented. The matrix also reflects how different parts of an involvement are valued.

It is possible to accumulate points by engaging in different projects. but the maximum points that can be earned is 80. The same level of engagement shall be rewarded with the same points regardless of where the student is involved. The study abroad points are collected each semester.

The judgment will be on qualitative criteria, i.e. that the assignment has been performed in a satisfactory and professional way. It lies within each association's responsibility to ensure that the assessment of points is fair. If a student participates in a project, they are guaranteed the listed amount of Study abroad points and they can only be withdrawn if they do not fulfill their commitment and duties.

Other benefits the group receives shall be considered when determining the number of Study Abroad points. If the group does not receive any other reward than the study abroad points, this shall especially be considered. There might also be the case where the group receives more rewards than other groups or are of a different nature where the relevant board can't motivate awarding study abroad points to the group.

The points can only be used for going abroad once. This means that if a student wishes to go abroad a second time, the student will have to collect new points. The points are valid for a period of 5 years. If the student requests the points from the relevant student associations, only the points the students have earned during the last 5 years from the moment of that request will be accredited.

Decision structure

Each association board to which the committee/ association/ project belongs to decides over the classification according to the matrix and is responsible for adding and removing committees/ associations/ projects to the list in the Study Abroad Matrix. This is done by editing the shared word document called “Study Abroad Points Matrix”. Committees/ Associations/ Projects shall be able to request, to their respective association, to change classification, if they expand and/or change their concept.

All five associations have the freedom to classify their projects as they wish. It is of importance that all are as coherent as possible in their classifications as an inflation of Study Abroad points would decrease the value of the Study abroad points and could have a negative effect on student involvement.

If this document is to be revised, 4 out of 5 boards must approve the changes. This document shall be signed by the association’s president and the date when this document was revised shall be clear. A scanned version shall be sent out to all contact people. The list of committees/ associations/ projects can freely be updated.

Any of the responsible contact persons from each association may call a meeting to put forward suggestions for improvement or changes, which the other contact persons are obliged to present for their own board for a decision. The association freely decides who their contact person is.

This document should be reviewed annually, and the JSU Presidium is responsible for calling for a revision meeting. The other contact people shall prepare before that meeting by asking their boards if they have any suggestions for improvements or general questions or issues.

The responsible students in each faculty for the study abroad points are:

HI TECH – Head of HINT
Hälsosektion – Sushi President
JSA – Vice President
LOK – Vice President
JSU – Vice President

If students have questions regarding how the study abroad point process was made, they shall reach out to their student representative listed above

Categories

Note: The categories might not suit all groups, and it is up to the relevant board to decide upon the points. There might be cases where an involvement is not suitable to put through the matrix, in that instance the relevant board has the authority to decide on exceptions. Motivations shall be noted down and be available for the other associations if needed to guide them in their own exceptions.

Impact on campus				
1	2	3	4	5
The group produces values only for the group's members. The group members are recruited and are an exclusive group.	The group produces values only for the members of the organisation. Anyone can become a member at any time of the organisation.	The group produces value for every student, but there is a limit to the number of participants.	The group produces a value for all students at a faculty.	The group produces value for all students on campus.

Student responsibility / Representation for the students' voices				
1	2	3	4	5
The group has the responsibility to represent a small amount of students' voices. <20	The group has the responsibility to represent a large amount of students' voices. >20		The group has the responsibility to represent the voices of students at a faculty.	The group has the responsibility to represent all students' voices.

External Responsibility / Contact		
1	3	5
If the group seeks sponsorships which benefits the students, such as goodie bags, gift cards, economic contribution. One time or irregular sponsorship, short-term, or without contracts	If the group seek collaborations which benefits the students, such as putting them in contact with relevant businesses or a substantial economic contribution.	Maintains long-term partnerships with signed agreements and consistent engagement. Long-term partnerships or recurring partners.

Financial Responsibility				
<i>Clarification: Use an average across multiple events or semesters for consistency.</i>				
1	2	3	4	5
Very limited budget with very small financial responsibility.	Limited budget with Small or limited financial responsibility.	Small or large budget with a bigger financial responsibility.	Large budget with a distinctive financial responsibility.	Responsibility for the whole associations budget and continuous financial state.

Hours of commitment				
<i>Clarification: "Hours of commitment" includes preparations and meetings. For involvement with irregular hours use an average across the involvement period for consistency.</i>				
1	2	3	4	5
Irregular or short-term commitment (e.g. nomination committee)	1-4 hours/week including preparations.	5-9 hours/week including preparations.	10-29 hours per week including preparations.	30+ hours/week (e.g., full-time engagement)

Average number of participants at the event(s)				
<i>Clarification: "Event" refers to an organized activity open to students, including parties, workshops, fairs, etc. Use an average across multiple events for consistency. See guidelines for examples.</i>				
1	2	3	4	5
<15	15-40	41-100	101-250	>250

Frequency of events over the semester				
<i>Clarification: "Event" refers to an organized activity open to students, including parties, workshops, fairs, etc. Use an average across multiple events for consistency.</i>				
1	2	3	4	5
1 time per semester	2 or 3 times per semester	1 time per month	2 times per month	1 time per week

Group responsibility <i>Clarification: "Group responsibility" refers to involvement where you had a leading role. This does not include being a contact person for a group of people.</i>				
1	2	3	4	5
Responsible for a smaller group (less than 5)	Responsible for a slightly bigger group (less than 10)	Responsible for an average size group (less than 25 but more than 10)	Responsible for a committee or a large group over 25 people.	Responsible for the whole association.

Study Abroad Points

Revised 2025-10-21

Signatures



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President of JSU



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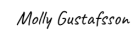
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Verification

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Document

SAP Policy

Main document

7 pages

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Jönköping Student Union (PJSU)

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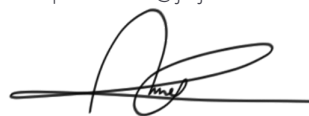


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