

# ELSA LAW SCHOOLS

## SELECTION GUIDELINES

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SEMINARS & CONFERENCES

2023/2024



*elsa*

The European Law Students' Association

## Foreword

Winter and Summer ELSA Law Schools are among the Flagship Projects of ELSA, and their preparation necessitates both extensive logistical work, and a meticulously executed selection process for participants. To assist in this selection, the ELSA Law Schools Team developed a ranking system designed to aid Organising Committees make informed decisions regarding the selection of their Participants. This ranking system is **non-binding** and aims to serve solely as a **guideline**.

Based on this system, Applicants are graded on a scale from 1 to 7 in three distinct categories, each with a different value. The three categories are as follows and they should represent the following percentages of the final score:

- The Curriculum Vitae (CV) - 30%;
- The Motivation Letter - 35%;
- Appreciation of the Organising Committee - 35%.

After grading the Applicants, the ELSA Law Schools Team recommends ranking them. The Organising Committee is then advised to consider diversity goals for the respective ELSA Law School. The Organising Committee should consider putting high-ranked but not accepted Applicants on the waiting list.

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## Selection Criteria

Grade	CV (30%)	Motivation Letter (35%)	Appreciation of the Organising Committee (35%)
1	<b>Absence of CV</b>	<b>Absence of Motivation</b>	<p>In this category, the Organising Committee may, at its discretion, assign a grade (1 to 7) to reflect the overall quality of the application.</p> <p>Both documents (CV and Motivation Letter) should be free of grammatical errors and have a high quality of English.</p> <p>The Applicant's contribution to and experience with ELSA could be considered by the Organising Committee in this category.</p>
	The Applicant did not provide a CV.	The Applicant did not provide a motivation letter.	
2	<b>Inadequate Level of CV</b>	<b>Inadequate Level of Motivation</b>	
	The presented CV is not complete and lacks relevant experience, and educational and professional background.	The motivation letter lacks the interest of the Applicant in the ELSA Law School, in its topic, academic, or social programme.	
3	<b>Insufficient Level of CV</b>	<b>Insufficient Level of Motivation</b>	
	The presented CV is complete but lacks relevant educational and professional background.	The motivation letter presents the Applicant's interest in the ELSA Law School; however, it provides a vague interest of the Applicant in the topic, its academic, or social programme.	
4	<b>Medium Level of CV</b>	<b>Medium Level of Motivation</b>	
	<p>The Applicant enclosed a complete CV, but the experience mentioned lacks relevance for the ELSA Law School.</p> <p>The Applicant did not mention any extracurricular activities linked to the topic of the ELSA Law School.</p>	<p>The motivation letter presents the Applicant's clear interest in the ELSA Law School as well as the topic and academic, and social programme of the ELSA Law School.</p>	

<b>5</b>	<b>Medium-High Level of CV</b>	<b>Medium-High Level of Motivation</b>	
	The Applicant attached a good CV with a relevant educational or professional background for a respective ELSA Law School and extracurricular activities linked to the topic of the ELSA Law School.	The motivation letter presents the Applicant's interest in the ELSA Law School as well as the topic, academic, and social programme of the ELSA Law School. It does not demonstrate how the ELSA Law School would benefit the Applicant academically or professionally.	
<b>6</b>	<b>High Level of CV</b>	<b>High Level of Motivation</b>	
	The Applicant has attached a high-level CV, which contains a relevant educational and professional background for the respective ELSA Law School, with various extracurricular activities (two or more) linked to the topic of the ELSA Law School.	The motivation letter presents the Applicant's interest in the ELSA Law School, as well as the topic, academic, and social programme of the ELSA Law School. The motivation letter also shows how the ELSA Law School would benefit the Applicant academically or professionally.	

	<b>Outstanding Level of CV</b>	<b>Outstanding Level of Motivation</b>	
7	<p>The Applicant has attached an outstanding-level CV, which contains a relevant and complete educational and professional background for the respective ELSA Law School, with numerous extracurricular activities (four or more) linked to the topic of the ELSA Law School.</p>	<p>The motivation letter presents the Applicant's interest in the ELSA Law School, the topic of the relevant session, and details one or more relevant curriculum activities supporting this interest.</p> <p>The motivation letter also shows how the ELSA Law School would benefit the Applicant academically or professionally.</p>	<p>In this category, the Organising Committee may, at its discretion, assign a grade (1 to 7) to reflect the overall quality of the application.</p> <p>Both documents (CV and Motivation Letter) should be free of grammatical errors and have a high quality of English.</p> <p>The Applicant's contribution to and experience with ELSA could be considered by the Organising Committee in this category.</p>

## **Additional Factors to consider**

### **Diversity of Participants**

After grading the Applicants, the ELSA Law Schools Team recommends ranking them. The Organising Committee is then advised to consider diversity goals for the respective ELSA Law School. It is recommended to strive for diversity in gender, nationality/country of residence, age, and membership status when finalising the rankings. The Organising Committee should consider putting high-ranked but not accepted Applicants on the waiting list.

### **Complexity of the academic programme of the ELSA Law School**

When evaluating the Applicants' CV, the complexity of the academic programme should be regarded. If the ELSA Law School has an Introductory complexity of the academic programme, less previous knowledge of the relevant topic is required than if the ELSA Law School has an Advanced complexity of the academic programme. The complexity of the academic programme is to be considered when determining whether the Applicant has the necessary professional and/or academic background to actively participate in the academic programme of the ELSA Law School.

### **Use of AI**

If the Organising Committee identifies that the Motivation Letter is mostly written by AI, they may deduct 2-3 points from the score assigned in the "Motivation Letter" category.

## Example of an Applicant Evaluation

Applicant A has attached a High Level CV, which contains a relevant educational and professional background for the respective ELSA Law School (e.g. Maritime Law - and the Applicant is taking a master's programme in this topic), with various extracurricular activities (more than two) linked to the topic of the ELSA Law School (e.g. two seminars on Maritime Law as well as a Webinar). Attached a Motivation Letter with an "Insufficient Level of Motivation", which, while expressing the Applicant's interest in the ELSA Law School, provides a vague interest of the Applicant in the topic, academic, or social programme: "I am looking forward to your ELSA Law School ELSA Land on Maritime Law. I am excited for the social and academic programme.", without providing further details that demonstrate a genuine understanding or excitement for the programme. The Applicant wrote both the CV and the Motivation Letter in proficient English, has attended multiple ELSA events related to the topic of the ELSA Law School (Maritime Law), organised an ELSA Law School, and was an ELSA Officer.

Applicant A score:

$$0.30 * 6 \text{ (High Level CV)} + 0.35 * 3 \text{ (Insufficient Level of Motivation)} + 0.35 * 7 \text{ (Outstanding Level of Appreciation of Organising Committee)} = 1.8 + 1.05 + 2.45$$

**5.3** (*out of a maximum of 7*)