

The One with the routine

LXXXII International Council Meeting Dubrovnik
2nd - 6th of November 2022
(presented in Open Call)

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Plan of the Workshop

1. What is Verification?
2. What are the Verification Guidelines?
3. What needs to be changed?
4. What is Matching?
5. What are the Matching Guidelines?
6. What needs to be changed?
7. The codes of the TN
8. Conclusion



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Energiser



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What is Verification?



What is Verification?

Each SAF must be verified and either approved or rejected by the Local and/or National Group of an applicant's ELSA membership on the STEP Online System (SOS) before the Internal Student hunting deadline.

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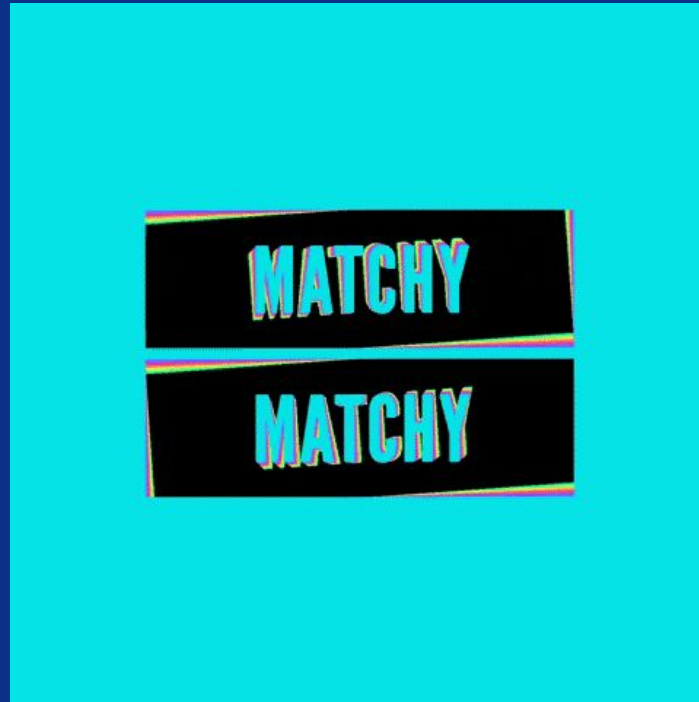
What?	Why?	How?
ELSA Member	Only ELSA members may apply for ELSA Traineeships	Consult your Group's membership database.
Internationality	Applicants may apply for max. three Traineeships that must be "international", i.e. there must exist no "substantial link"	Check where the Traineeships chose to take place and whether a "substantial link exists".
Educational Level	The minimum level required by the TNP must be met by the indicated start date.	Request for academic transcripts or other proof of graduation/enrolment.
Language Skills	The minimum level required by the TNP must be met.	Request for certificates and/or conduct tests.
Legal Skills	At least 60% of the legal skills required by the TNP must be met.	Request for academic transcripts or other proof of coursework, work experience...
Motivation Letter	Applicants must write a customised motivation letter in English for each chosen Traineeship.	Read through the motivation letter(s) and give constructive comments if necessary
CV	Applicants may include their CV if it is in English	Open the attachments and check their content

What needs to be changed?

Working Group

- Is this table still up to date?
- What do you think about the 60% of Legal Skills?
- What are your ideas to make the Verification more uniform all around the network in the different groups and at different levels?
- Which materials would help you to do the Verification?

What is Matching?



What is Matching?

Matching is conducted by EI after the Internal SH Deadline. During Matching, the applicants meeting the criteria of the TNPs are shortlisted and eventually forwarded to the TNPs to do the final selection.

Once Matching is finalised, the lists of qualified candidates appear in the TPI to which each TNP has their own login details. These login details are sent by EI first to the respective NG which shall forward the details to either the TNP directly or the responsible LG.

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3.3 Ranking criteria during Matching

Points	1	2	3	4	5
Motivation letter (ML)	No ML ⁶	Poor ML ⁷	Basic ML ⁸	Good ML ⁹	Strong ML ¹⁰
CV	No CV ¹¹	Poor CV ¹²	Generic CV ¹³	Good CV ¹⁴	Strong CV ¹⁵
Legal skills ¹⁶	0% match	1/4 match	1/2 match	3/4 match	100% match
	2 / 8	3 / 8	4 / 8	5 / 8	
	1.5 / 7	2.5 / 7	3.5 / 7	4.5 / 7	
	1 / 6	2 / 6	3 / 6	4 / 6	
	0.5 / 5	1.5 / 5	2.5 / 5	3.5 / 5	
		1 / 4	2 / 4	3 / 4	
		0.5 / 3	1.5 / 3	2.5 / 3	
			1 / 2	2 / 2	
			0.5 / 1	1 / 1	

- ⁶ The ML is no longer than a few sentences.
- ⁷ The ML is no longer than two paragraphs and very generic.
- ⁸ The ML is generic and not customised to the TNP.
- ⁹ The ML is good but either a bit short/not customised to the TNP/other.
- ¹⁰ The ML is customised to the TNP, elaborate, focused and generally of a good style and grammar.
- ¹¹ There is no CV attached
- ¹² The CV is lacking the requisite sections of a CV such as Work Experience, Education, etc
- ¹³ The CV is Generic and not customised to the TNP.
- ¹⁴ The CV is good but either a bit short/not customised to the TNP/other.
- ¹⁵ The CV is customised to the TNP, elaborate, focused and generally of a good style and grammar.
- ¹⁶ If advanced legal skill is required but the applicant has only the general level thereof, 0.5 point shall be given.

What needs to be changed?

Working Group

- Is this table still up to date?
- What are your ideas to make the Matching more uniform in the EIT?
- Are the criteria objective enough?
- Is the system efficient? Should we change? How?
- How to decide how many people and which score are high enough to be matched?

Questions?



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The codes of the TN

How it is now:

- For TN of LGs and NGs → TN-Abrev country/number
 - TN-BE/02
 - TN-IT/20
 - TN-DE/09
- For EI TN → TN-EI/number
 - TN-EI/05

The codes of the TN

Currently, concerning the applicants:

- **For TN of LGs and NGs** → Everybody can apply except someone from the same country
 - For TN-FR/04, French applicants cannot apply
- **For TN of EI** → Everybody can apply
 - For TN-EI/02 at the CoE in France, French applicants can apply

The codes of the TN

- What do you think about these codes?
- Do you think we should put TN EI with the prefix of the country, so we keep the rule we have regarding the Traineeship abroad? (while keeping it under the responsibility of EI)
- Should we put some of TN EI with prefix of countries and others no? (while keeping it under the responsibility of EI)
 - For Kocks&Partner's, in Belgium: TN-EI/01 → TN-BE/01
 - For CoE, in France: TN-EI/01 → TN-EI/01

Conclusion



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