INTERNATIONAL STUDENT WORK EXPERIENCE PROGRAM (ISWEP)
FUNDING GUIDELINES

- Due to budgetary limitations, all applications meeting the ISWEP evaluation criteria will not necessarily be funded. Funding for previous positions is not guaranteed and is determined on an annual basis.

- Services essential to a unit’s operation must be funded through other means. It is prohibited to have ISWEP positions replace or supplement already existing sources of student employment (e.g. teaching assistants, lab demonstrators, and other approved positions).

- Program enhancements simplify and streamline the learning and reflection process to deepen student learning and increase awareness of their skills and competence development, as well as linkages to academic areas of study. Supervisors are expected to:
  
  - Participate in two brief, guided conversations with their student(s), to discuss position expectations, learning outcomes, and skill development
  - Review Expectation and Commitment Document provided by the Career Development, Student Life
  - Encourage students to submit their reflection on Memorial’s Online Record of Experience (MORE)

Failure to complete this component of ISWEP may impact future funding.

- All funding selections are made by a Committee consisting of representatives from Career Development and a representative from Memorial University of Newfoundland Student Union (MUNSU). The Committee will make decisions using the criteria below.

- ISWEP positions fall predominately into one of three categories. Applicants for ISWEP funding must self-identify, on the “ISWEP Funding Request Form”, which category is applicable. The three categories are as follows:

  1. **Students Helping Students**
     This includes positions in which students assist other students either directly or through the educational process.

  2. **Research**
     This includes positions in which students use University acquired knowledge to assist the research mandate of the University.

  3. **Administration**
     This includes positions in which students perform various functions required for the ongoing efficient day-to-day operation of the unit.
• Each ISWEP position should identify a minimum of three, up to a maximum of five, skills from the following list that students will gain as a result of completing that position:

<table>
<thead>
<tr>
<th>Academic Knowledge</th>
<th>Teamwork</th>
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<tbody>
<tr>
<td>Creative Thinking/Problem Solving</td>
<td>Communication</td>
</tr>
<tr>
<td>Diversity Awareness/Intercultural Understanding</td>
<td>Adaptability/Resilience</td>
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<td>Social/Civic Responsibility</td>
<td>Leadership/Innovation</td>
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<tr>
<td>Professionalism</td>
<td>Digital Literacy</td>
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<td></td>
<td>Professionalism</td>
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