



**This survey is part of a funded european project titled "INCOMM-Integration of International Communities" and our team is kindly inviting you to respond it to contribute to reinforce and improve the activities developed by universities to better integrate all the international students in the local communities.**

## Section A: Privacy information

**A1. This survey is part of a project called "InComm – Feel at home" funded by the European Union. This survey is anonymous and the identity of the participant cannot be traced. All data and results will be stored on a server at Instituto Superior Técnico in Lisbon and will be deleted two years following the completion of this project, specifically, August of 2024. Only the institutions, as mentioned above, in cooperation with the European Union have access to this data. This information will not be shared or distributed with other parties or for other purposes.**

**Do you agree with these terms?**

Yes

## Section B: Background information

**B1. Which organization do you represent?**

University

**B2. Your contact with new incoming MSc and PhD students is developed through which working area?**

Technical or administrative services

**B3. What is your working field?**

International Affairs

**B4. Which is your Academic department/field?**

Arts and Humanities

**B5. In addition to teaching, are you or have you been in charge of coordinating international programs?**

Yes

**B6. What is your job responsibilities? (e.g. CEO; Human Resource Manager, etc.)**





	1	2	3	4	5	6	7	Not applicable/I don't know
Overall support you or your organization gives to students	<input type="checkbox"/>							
Information given to the students regarding formal university procedures and requirements, such as enrolment, housing, health insurance, etc.	<input type="checkbox"/>							
Information given to the students regarding life on campus, cost of living, local information, cultural facts, etc.	<input type="checkbox"/>							

## Section D: On arrival and during the first few days, several services are offered to new students

**D1. Are you active in this phase of the welcoming process?**

Yes

**D2. Does your organization offer any of the following activities to welcome new incoming MSc and/or PhD students during the first days of their study programme?**

	National students	International students	Both	No	Not applicable
Culture Clash	<input type="checkbox"/>				
Reception Week	<input type="checkbox"/>				
Individual support upon your arrival	<input type="checkbox"/>				
Welcome Ceremony	<input type="checkbox"/>				
Mentor Programme	<input type="checkbox"/>				
Student events and groups (Student Union)	<input type="checkbox"/>				
Job Shop	<input type="checkbox"/>				
Breakfast with companies and relevant alumni in STEM	<input type="checkbox"/>				
Short intensive courses abroad	<input type="checkbox"/>				
I-Day	<input type="checkbox"/>				
Support with Accommodation	<input type="checkbox"/>				
Visits to departments upon arrival and get to know the degree coordinator	<input type="checkbox"/>				
Master or PhD open day	<input type="checkbox"/>				
Support during application, admission and enrollment	<input type="checkbox"/>				







	1	2	3	4	5	6	7	Not applicable
Registration One Stop Shop (central)	<input type="checkbox"/>							
Erasmus Intro (central + international study association)	<input type="checkbox"/>							
Introduction HR services, small groups at start of contract (central)	<input type="checkbox"/>							
Introduction Day (central)	<input type="checkbox"/>							
First steps, back office international (central)	<input type="checkbox"/>							
Buddy System (at 2 of the 9 departments)	<input type="checkbox"/>							
Welcome Newspaper (central)	<input type="checkbox"/>							
Language Café (study associations)	<input type="checkbox"/>							
Study related activities by study associations	<input type="checkbox"/>							
PhD/PDEng Kick-off event, 4/year (central)	<input type="checkbox"/>							
Support for international accompanying spouses (social, career, sports)	<input type="checkbox"/>							
Buddy System (WTB + ST)	<input type="checkbox"/>							
PhD Network per department (PhD Council)	<input type="checkbox"/>							
Other	<input type="checkbox"/>							

**D6.**

**Does your organization offer any of the following activities to welcome new incoming MSc and/or PhD students during the first days of their study programme?**

	National students	International students	Both	No	Not applicable
Guided tours at Campus	<input type="checkbox"/>				
Other	<input type="checkbox"/>				
Swedish orientation Day	<input type="checkbox"/>				





	1	2	3	4	5	6	7	Not applicable
Other	<input type="checkbox"/>							
Arrival and orientation - guest PhD students	<input type="checkbox"/>							
Arrival and orientation - TU Darmstadt PHD degree programme students	<input type="checkbox"/>							
X-Weeks	<input type="checkbox"/>							
International Counter	<input type="checkbox"/>							
Kick-Off Week	<input type="checkbox"/>							
Residence permit application	<input type="checkbox"/>							

**D10.**

**Does your organization offer any of the following activities to welcome new incoming MSc and/or PhD students during the first days of their study programme?**

	National students	International students	Both	No	Not applicable
Information on the Admission and Registration	<input type="checkbox"/>				
Other	<input type="checkbox"/>				
Welcome Center Events	<input type="checkbox"/>				
Intercultural Awareness Training	<input type="checkbox"/>				
Buddy Programme for exchange students	<input type="checkbox"/>				
Welcome Days	<input type="checkbox"/>				
Student Events	<input type="checkbox"/>				
Support with your degree programme	<input type="checkbox"/>				
Student Mentoring Programme	<input type="checkbox"/>				
Non-academic support throughout your stay in Graz	<input type="checkbox"/>				
Individual support with your arrival	<input type="checkbox"/>				



**D11.**

**Does your organization offer any of the following activities to welcome new incoming MSc and/or PhD students during the first days of their study programme?**

**Evaluate the relevance (1 - Not at all ; 7 - Totally)**

	1	2	3	4	5	6	7	Not applicable
Information on the Admission and Registration	<input type="checkbox"/>							
Other	<input type="checkbox"/>							
Welcome Center Events	<input type="checkbox"/>							
Intercultural Awareness Training	<input type="checkbox"/>							
Buddy Programme for exchange students	<input type="checkbox"/>							
Welcome Days	<input type="checkbox"/>							
Student Events	<input type="checkbox"/>							
Support with your degree programme	<input type="checkbox"/>							
Student Mentoring Programme	<input type="checkbox"/>							
Non-academic support throughout your stay in Graz	<input type="checkbox"/>							
Individual support with your arrival	<input type="checkbox"/>							

**D12.**

**Does your organization offer any of the following activities to welcome new incoming MSc and/or PhD students during the first days of their study programme?**

	National students	International students	Both	No	Not applicable
Your first success competition for international newcomers	<input type="checkbox"/>				
Other	<input type="checkbox"/>				
International round table	<input type="checkbox"/>				
Conference for international students	<input type="checkbox"/>				
Tutorship	<input type="checkbox"/>				
Community inclusion events	<input type="checkbox"/>				







	1	2	3	4	5	6	7	Not applicable
OnBoarding at UPC	<input type="checkbox"/>							
Salsa'm program (buddy program)	<input type="checkbox"/>							
PhD official welcome in each program	<input type="checkbox"/>							
Bachelor/Master official welcome in each school	<input type="checkbox"/>							
School official welcome	<input type="checkbox"/>							
Assessment with legal procedures, for UPC international students and their relatives	<input type="checkbox"/>							
International Students Office	<input type="checkbox"/>							
Residence permit application for the students and their relatives	<input type="checkbox"/>							

**D16. If you selected the category "Other" in the previous question, please describe those activities.**

**D17. Which topics did your organization cover?**

- Activities within our association or special interest group available to help create a sense of community
- Other support given to integrate and develop networking opportunities
- Guidance from the first contact until registration
- Information regarding accommodation or other basic necessities
- Information regarding services within the campus community
- Information regarding visa procedures
- Information regarding bank accounts
- Information regarding understanding the local culture
- Information regarding sports activities
- Information regarding leisure activities

**D18. Choose the three topics that you think are the most relevant to make Masters and/or PhD students feel welcome**

- Information regarding accommodation or other basic necessities



- Information regarding Services within the Campus community
- Information regarding visa procedures
- Information regarding bank accounts
- Information regarding understanding the local culture
- Information regarding sports activities
- Information regarding leisure activities
- Other support given to integrate and develop networking opportunities
- Activities within our Association or Special Interest group available to help create a sense of community
- Guidance from the first contact until registration

**D19. Would you add any other relevant topic to make a new incoming MSc or PhD student feel welcome?**

Yes

**D20. If "yes" please describe:**

**Section E: Overall feeling: we would like to know in general how you/your department contribute/contributes to internationalization at your organization**

**E1. Do you contribute to the internationalization at your organization in the welcoming process?**

Yes

**E2. Do you have the impression that students may suffer discrimination in any way?**

Yes

**E3. If yes, please specify:**

Age

Gender

Disability

Sexual Orientation

Religious Orientation

Ethnicity





1      2      3      4      5      6      7      Not applicable

I don't know anything about the initiatives that are organized for international students and I have more to worry about

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I work very hard to mix international students with nationals in group activities

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I have a timeslot in my agenda for extra support for international students and their special needs

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I have a good command of the English language but special workshops in english from time to time would be very helpful

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I feel international students should have special English classes to make sure they all have the same level of English

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I feel that I do my share to make international students feel included, respected and appreciated

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I have made special efforts to give my handouts, powerpoints and additional bibliography in a way that is very good for international students

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I am very sensitive to international students and their needs

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I treat all students the same way and feel this is enough

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Positive discrimination is pointless

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**Thank You!**