



**ΘΕΟΛΟΓΙΚΗ
ΣΧΟΛΗ
ΕΚΚΛΗΣΙΑΣ
ΚΥΠΡΟΥ**

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ANNEX 2

**INTERNAL DOCUMENT FOR THE SELECTION AND APPROVAL OF A HOST ORGANISATION
FOR EXPERIENCE IN THE COMMUNITY**

Institution Approval Process – Checklist

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| Recommended Host Agency: | |
| Institution Approval Process Stages & Criteria: | ✓ x |
| <ul style="list-style-type: none"> Students are given the list of the existing collaborations of T.S.C.C. for placement of students for Experience in the Community (cf. page 19, Experience in the Community Guide). | |
| <ul style="list-style-type: none"> Students are given the opportunity to propose themselves organizations, in which they wish to be placed, the suitability of which is evaluated by the Committee of the Program of Experience in the Community. | |
| <ul style="list-style-type: none"> Experience in the Community takes place in selected organizations that are active in academic subjects related to the scientific orientation and objectives of the Master's Study Program*. | |
| Main evaluation and selection criteria of the agencies* for cooperation and placement of students for Experience in the Community are: | ✓ x |
| <ul style="list-style-type: none"> Subject of employment related to scientific orientation and the goals of the Master's Study Program. | |
| <ul style="list-style-type: none"> Adequacy of infrastructure and staffing in scientific and other personnel. | |
| <ul style="list-style-type: none"> Possibility/prospect of continuing cooperation and placement of students. | |
| <ul style="list-style-type: none"> Possibility/prospect of offering the intern permanent or part-time employment after the end of the Experience in the Community | |
| Final coordination by the Experience in the Community Coordinator/Supervisor. | ✓ x |
| <ul style="list-style-type: none"> Coordinates activities to secure new proposed partnerships (sending formal letter) | |
| <ul style="list-style-type: none"> Takes care of finding places for the students | |
| <ul style="list-style-type: none"> Receives the response of the agencies which is manifested by a reply letter | |
| <ul style="list-style-type: none"> Forwards to the Experience in the Community Program Committee, for approval, the response letter with the positive response of the agencies | |
| <ul style="list-style-type: none"> Places students who meet the criteria (cf. p. 43 and p. 19 of the Experience in the Community Guide) in host institutions and positions (in collaboration with the host institution) | |
| <ul style="list-style-type: none"> Designates for each student the supervisor from the host institution (cf. p. 44 and p. 19, Experience in the Community Guide) | |

* It should be noted that T.S.C.C. does not collaborate with institutions and services that are related to and engaged only in the work of applied psychology specialties (e.g. diagnosis, assessment, treatment, individual/group counselling without supervision).