

ANNEX 9: STUDENT WELFARE MECHANISMS

Student Services

EUC challenges and supports students in order to facilitate the development of their intellectual, emotional, recreational and career growth. The service attempts to help students in coping with various problems of a personal, emotional and/or interpersonal nature that may constitute obstacles to their adjustment to University, their academic success, and personal growth. Academic advising assists students in wisely selecting and pursuing their academic studies. The orientation program is designed to welcome new students to EUC community. The Housing Office is committed to creating a safe and well maintained environment that promotes community and fosters student comfort and development. All international students are covered by a health insurance. An ATM service operates on campus and it is located in the Cafeteria.

Advising

The main objective of the advisors is the guidance of students on the selection of courses for each semester by advising and providing information on the academic and personal issues through their studies at the European University Cyprus.

The advisor's responsibility is to assist the student in defining and developing realistic educational goals that are consonant with his/her academic abilities, skills, interests and needs. In addition advisors, provide accurate information about academic policies, university regulations and other information about the university.

Advisors are full time employees of Student Relationship Center at the university. The head of the center is responsible to assign the students to advisors. The objective of this arrangement is to provide students with an advisor who has the proper knowledge to assist them with their academic and career objectives. Through this arrangement a student will have the same advisor through his/her studies at the University.

After the advisor receives the list with the names of the students, he/she updates their files. More specifically the advisors keep records for all the courses taken by student, grades received for each course and other relevant info. The advisors have access to the students' academic record for advising purposes only.

The advisors inform all students to arrange a meeting. During the first meeting the student and the advisor get to break the ice. The student has the chance to talk about his/her career objective, skills, abilities, and find out his/her options. Students are encouraged to contact their advisor at any time during the academic year, and discuss possible problems they might have and need advice. Students, however, are required to meet with their advisor before the registration period in order to select new courses for the upcoming semester. The meeting can take place during the advisor's normal office hours or by appointment.

Prior to registration, student and advisor discuss the possible options and finally decide on the courses that the student must register during the upcoming semester. The 'Registration Form' indicating the recommended courses for registration is then completed and signed by both of them. No student can register for any course unless the form is signed by the advisor. The registration form can then be presented by the student to the Registrar's Office during the registration procedure.

Airport Pick-Up Services

Students who require a pick-up service through EUC from Larnaca Airport must notify the Office of Student Affairs or the Admissions Office of their arrival date, flight number and time of arrival at least 48 hours prior to their arrival. University representatives will meet the student at the airport, upon request. To reserve an airport pick up service please contact Ms. Angella Georgiadou at a.georgiadou@euc.ac.cy or call at 0035722713185.

Orientation Program

The orientation program is designed to welcome new students to EUC community. We are aware that every beginning involves new demands, new responsibilities and new concerns. In our effort to assist students to adjust to this stage as smoothly as possible, orientation days are organized every semester during the weeks prior to the beginning of classes. During these two weeks the university academic and administrative staff assist students with academic counseling and selection of courses and introduce them to the policies, regulations and functions of the university.

The orientation program includes a general briefing concerning the academic procedures, the Student Services and the Facility resources available to the students. Furthermore, important survival skills for freshmen students are discussed and a general introduction concerning Community Resources and Services is given to freshmen students. An Orientation Handbook along with maps and other useful literature is provided to the newly admitted students.

The orientation program includes a tour of the university and a sightseeing tour of the city for students coming from other countries or from other parts of Cyprus, to help acquaint them with their new home.

Housing Services

The European University Cyprus Housing Office is committed to creating a safe and well maintained environment that promotes community and fosters student comfort and development. At European University Cyprus we are very proud of our housing facilities. We offer high quality housing options, all located close to campus. The housing facilities can contribute not only to your academic achievement but to your social and recreational life as well. More than a place to live and study, university accommodation will provide an opportunity for associating with men and women of your own age who share your interests, and it will be a source of unforgettable memories. Each Housing facility has much to offer, and it has been designed to satisfy different student needs. Over 40 students can be accommodated in Cyprialife Residence which is managed by the University's housing office and multiple other housing options are available in a very close proximity from the University. Namely, one of these

Facilities is Unihalls Trinity which is operated by the Rotos Group and offers over 225 elegant apartments and studio flats.

Health Care Center

All international students are covered by a health insurance. The insurance covers medical expenses which result as a direct consequence of an accident and health problems that arise after arrival in Cyprus.

Banking Services

An ATM service is available at the entrance of the cafeteria to facilitate 18 hr banking services to our students.

Lost & Found Services

Any lost and found items in the university premises are returned to the Office of Student Affairs. Students who have misplaced any personal item are advised to contact the office.

Parking Facilities

The University campus offers ample parking spaces for all its students and visitors. There are more than 900 available parking places.

Athletics

Intercollegiate Athletics

The Intercollegiate Athletic Program is viewed as an integral part of the Universities life and enjoys the support of the student body, faculty and administration. The goal of the Intercollegiate Athletic Program at EUC is to combine athletic competence with academic excellence. Like Intramural Sports, the Intercollegiate Program is designed to benefit students educationally, recreationally and socially. The program functions as a source of entertainment for the student population and also provides financial support and educational opportunities for eligible student athletes to pursue their studies.

The University is engaged in ten intercollegiate sports. The men's program include indoor soccer, football, basketball, volleyball, handball and track and field. The women's program offers sports in volleyball, basketball, corfball and track and field. All university teams take part in the leagues organized by the Cyprus University Sports Federation.

The eligibility rules for participation in the teams are available at the Athletics Department. About 230 students, male and female, were active in the intercollegiate sports during last year. The University awards athletic scholarships to students who participate in the intercollegiate sports teams of the University. The Scholarships range from 5 to 50% and are based upon the participants' level performance. The exact amount of the athletic scholarship is determined by the guidelines set down by the Athletic Department of the University. In addition, the University encourages and rewards athletic accomplishments by presenting athletic awards to outstanding athletes. Awards are presented during the Graduation Ceremony of the University. The Athletic Department is coordinated by two professionals/coaches. The

Department of Athletics is responsible for monitoring the rules and regulations of the Cyprus University Sports Federation, of various athletic associations and those of the University.

Intramural Athletics

The Universities Intramural Athletics Program offers opportunities to students to participate in a wide range of sport activities. The Intramural Athletics Program contributes to the overall personal development of the students and provides them with the chance to compete in athletic competitions. The program is viewed as a valuable part of a student's life and it provides both social and recreational benefits to the students.

The intramural activities are coordinated by the Athletics Department and are directed and supervised by qualified personnel who have degrees in physical education and substantial athletic experience. The Department of Athletics is working very closely with the Student Committee in developing the schedule, rules and regulations for the various intramural activities.

Intramural activities take place in the Athletic Center of EUC. The Center was built in 1988 and it is viewed as one of the most modern and complete athletic facilities in Cyprus. The Intramural Program organizes tournaments and special events for individual and team sports competitions. All activities are announced at the beginning of every semester by the Department of Athletics. The program involves more than 30% of the student population. Intramural sports include basketball, volleyball, soccer, handball, cricket and badminton tournaments.

Campus Recreation

Athletic Center

EUC has one of the best indoor athletic facilities in the country. With a seating capacity of over 400, the Athletic Center is used for a variety of student athletic activities including volleyball, basketball and handball. In addition, the Center is the home ground for the Handball and Futsal teams of the university, which participate in the Professional National Leagues. The Center is fully equipped with spacious locker rooms, changing rooms and shower facilities.

The Music Room

A fully equipped Music Room is situated on the ground floor of the West Block building. The Music Room is an oasis for music lovers who wish to rehearse and prepare for a music performance. To be able to use the Music Room a student must be a member of the Music Club or the Rock Club.

Physiotherapy Services

The Physiotherapy Center was established at the beginning of the Fall Semester 2001. Located on the first floor of the West Block of the main campus the center offers specialized treatment not only to athletes but also to anyone who needs physiotherapy. EUC athletes are treated free of charge whereas EUC students enjoy very low rates. In addition, the center offers treatment to the Cyprus Handball National Team and to a number of professional athletes including footballers and handball players. The Physiotherapy Center is equipped with state of the art technology, which includes massage, electrotherapy, ultra-sound, ultra-violet and laser units. The center has plans to

accommodate a hydro massage unit in the near future. The physiotherapist of the center is also the doctor of the handball teams of the University.

Gymnastic Center

As from the Fall Semester 1992 the University has established a Gymnastic Center. It was fully renovated in June 2001 to include new facilities and new weight machines. The gymnastic Center is located at the basement of the Residence Hall in the West Block of the main campus. The Center is equipped with about 30 electronic and manual universal fitness machines, lockers and separate changing rooms for male and female students. The Center employs professional trainers who can offer advice and supervise weight loss, toning, muscle building, physiotherapy and conditioning. In addition, students can follow aerobic programs as well as individual fitness programs supervised by trainers. The Gymnastic Center is open from 10:30 to 21:30 on weekends

The EUC Career Center

The European University Cyprus Career Center is committed to providing effective and accurate career guidance to students for self-development and job placement. In today's demanding and highly challenging business environment, the great employment rate of our graduates proves the high level of education offered by European University Cyprus. The Centre was established in 1989. Its goal is the best possible preparation of graduates for the labor market.

Employability

The EUC Career Center places great emphasis on enhancing student employability through the development of competencies. An array of services and tools has been developed to aid towards that direction.

Which soft skills increase employability?

- Analytical skills & Critical Thinking
- Communication and Language Skills
- Teamwork
- Willingness
- Leadership Skills
- Persistence and Tolerance
- Conflict Management
- Adaptability
- Stress Management
- Work ethic
- Responsibility
- Initiative and Creativity
- Organization & Efficiency

How does the EUC Career Center help students to develop employability skills?

- LPA Certificate which measures students' skills and records added value activities.

- CSM platform
 - Internship Programs
 - Personality Development Program
 - Field Trips
- Career Seminars
- Field Trips
- Career Exhibition (89 participants in the 19th Annual Career Exhibition 2018)

Social Networking

Since August 2013 the EUC Career Center has created a page on Facebook, detailing more than 1,983 users and highlighting:

- Announcements
- Job Applicants in Cyprus and abroad
- Articles & Tips
- Vacancies

<https://www.facebook.com/EUCCareerOffice>

Career System Management Portal – CSM Enterprise

The EUC Career Centre Portal enables students to use the following tools:

1. Facilitates students to build a profile, search for vacancies and expand professional networks.
2. Avails an enhanced Resume and Cover Letter builder which provide a wizard-based, integrated application for students to create custom-designed resumes and cover letters from scratch.
3. Expedites company search through the company profiles and H/R information inputted in the system.
4. Enables Counseling Appointment System with CSM calendar and provides online appointment booking tools, meeting notes, follow-up actions, and synchronizes with calendaring software and devices such as Outlook.
5. Build in Employment Module which tracks offers including student and employer internship and co-op performance assessments.
6. Career Fair Manager which features a custom event registration form per event for employers.
7. Accelerates candidates search through a key word search.
8. Provides email analytic tracks emails sent to students and employers, including the number of times the email has been opened as well as the number of times links have been clicked.
9. Avails career resources through a build in Library of resources.
10. Enables on line scheduling and targeted notification of workshops and seminars.

Career Drop In

The EUC Career Counsellor consults interested students in matters such as employment sectors, CV preparation, Job Search Methods, interview preparation, decision-making matters, and information on labor market trends.

EUC Career Exhibition

European University Cyprus has been organizing Career Exhibitions for the last 19 years. Over 89 companies participate each year, enabling students to evaluate current employment trends and become acquainted with recruitment requirements.

EUC Career Seminars

Successful professionals from various sectors of the economy are invited to share their expertise and discuss various market trends. Professionals share their knowledge and experiences, helping new students to shape a comprehensive picture of the challenges and opportunities which will lie ahead.

Bridging the Gap Program

The European University Alumni support and build networks with current students through this program. Successful alumni members join the program which aims at transferring knowledge and expertise from the alumni community to existing students.

Interview Simulation

EUC Senior students undergo an interview simulation, using hypothetical vacancies in order to improve their presentation skills and increase their self-confidence levels. The EUC Career Counsellor assesses their overall readiness levels and helps them improve their negotiating skills.

CV Writing

The EUC Career Center assists students and graduates to prepare a CVs and reviews different job search related documents such as introductory/inquiry and acceptance letters. The student is provided with a CV Writing Guide, which contains sample CVs, job search techniques, handling technical interviews and other relevant information.

Job Experience Schemes

- **The Internship Program:** run by the EUC Career Center for 18 years, it allows third-year and fourth-year students with high academic performance to work for a period of three months in companies that offer training opportunities in the field of their study. Each candidate is evaluated in a number of skills and competencies at the end of the program by his/her supervisor and each internee receives a Performance Appraisal and an evaluation letter.

- **IAESTE:** The Cyprus National Committee for IAESTE was established in 1981 and is a full member of the International Committee. The Commission was initially interpreted as follows: 'International Commission for the Exchange of Students for Technical Training ". Since 2012 European University Cyprus is a member of IAESTE Cyprus and has so far participated in the program with five students who have gained experience in the field in large organizations, both in the UK and Poland.

- **ERASMUS + :** The new action program Erasmus + enables young people during their course of studies or as soon as they complete their studies to undertake a minimum 2 to maximum 12 months internship in an organization

and country of his/her choice. Students who wish to gain work experience after obtaining their degree, they do so within one year from the date of their graduation. For more information please contact the ERASMUS office or visit the website <http://www.euc.ac.cy/easyconsole.cfm/id/2536>

- **EPSO (European Personnel Recruitment Office):** Annually the EUC Career Center organizes an informative presentation for work experience opportunities in institutions of the European Institutions in Strasbourg, Luxembourg and Brussels. For more information visit the website of EPSO.

- **Traineeships within European University Cyprus:** Schools offer students, the possibility to gain work experience through short term employment as trainees in organizations, to assist in the development of their skills. In addition, through employment in the workshops of the University, students gain practical knowledge and prepare for a smoother integration into the labor market.

Field Trips

EUC students, accompanied by faculty, visit businesses to form a true picture of the work environment. These visits provide an opportunity for students to speak with professionals in the industry and potential employers, thus gaining more information on the profession of their interest.

Alumni

Graduates of the European University of Cyprus constitute an inextricable part and are the best group of ambassadors in the society of Cyprus and the Cypriot and international scientific scene. The relation of the European University of Cyprus with its alumni does not end with their graduation. Undoubtedly, the superb reputation of the Institution is reflected on the general recognition of the awarded degrees, while the graduates' acknowledged status in the academic and professional arena is indicative of the University's high level of educational services.

The Alumni Committee consists of nine members which are in charge for planning the year's activities. The Alumni Association maintains a website, a Facebook page, Twitter and an alumni app to facilitate communication among its members. Furthermore, a Business Directory is been developed so that every Alumni can locate friends in their working environment. LLPs, Information campaigns, benevolent activities, outings, Alumni Awards are but a few of the activities organized by the Alumni Association.

For more information please contact:

- The Alumni Association at: alumni@euc.ac.cy
- The University: **Eleni Markantoni**,
Director
Office of Student Affairs
Tel: 00357-22713000
Fax: 00357-22713070
Email: E.Markantoni@euc.ac.cy

The current President of European University Cyprus & Cyprus College Alumni Association is Mr. Yiannos Spyrou. For more information and Alumni news please visit the EUC Alumni Website at: <http://alumni.euc.ac.cy/>

Student Life

Working in partnership with the student community, the Office of Student Affairs fosters an affirming and enriching campus environment. We challenge and support students in order to facilitate the development of their intellectual, emotional, recreational and career growth. The multiple Career tools, the active college life, the modern comfortable housing facilities, promote student welfare and satisfaction. We have created a world of opportunities and we invite all students to be "Part of Our World".

Office of Student Affairs

The Office of Student Affairs coordinates student services and orchestrates campus life and activities. The Office supports and challenges students to bring out the very best in them. Students are encouraged to develop, explore and express themselves as individuals and as members of the community in an environment of mutual respect and safety. We are committed to instilling within our students a feeling of active involvement and social responsibility, which helps them develop into pioneering leaders.

The Office of Student Affairs is situated on the ground floor of the West Block Building and it is open Monday to Friday, 8:00am - 1:30pm and 3:00pm - 6:00pm.

Student Life & Activities

Student life is an important aspect of university education as it can offer a unique opportunity to develop leadership and communication skills. Campus life at EUC focuses on the intellectual, occupational, social and cultural growth and nurturing of students. One of the many responsibilities we have towards our students is that of creating an interesting and supportive environment that meets the wide range of interests and talents of EUC students.

Each student is urged to become involved with one or more clubs and student organizations. The University offers a variety of clubs and student Associations, five intercollegiate teams, sports, and student government. Extra-curricular activities ranging from Legal Rhetoric Speech Competition, Seminars, various Informational Days, BBQs, Parties, Excursions and Festivals, complement an active campus life and offer ample opportunity for fun and memories.

The EUC Calendar of Activities

The Office of Student Affairs is responsible to develop a master Calendar of Activities. In collaboration with the Academic Schools, the Student Union, the International Student Community and the numerous Clubs and Student Associations, a Calendar of Activities is developed on a yearly basis and is published online on the University's website at the beginning of each academic year. For more information and to be able to view the Calendar of Activities, please select appropriate month.

Student Union

EUC Student Union was founded in 1986. EUC Student Union participates in campus governance and voices student views and opinions. Members of the Student Union participate in other university committees, thus, practically assisting in the constructive development of the University.

The student body elects the Student Union annually and it consists of 21 members. The Student Union is responsible for organizing the General Assembly in which all students participate and present their views on various issues concerning academic and student life. The Student Union exists and functions under the rules and regulations stipulated by its Constitution.

International Student Associations

There are numerous International student associations representing the different ethnic groups of the University, such as the Russian Students' Association, the Greek Students' Association, the African Students' Association, and the Chinese Students' Association. Through these Associations, international students have the opportunity to promote their history, customs and culture through the various activities they organize.

The Clubs

Your University years can be the best years of your life, filled with friends, fun and unforgettable memories. The way to make the most of these years is to become a living part of University life. Get involved, there is something for every interest!

Clubs and Organizations provide students with opportunities for social interaction, recreation, leadership training and enhancement of academic interests. Involvement in organizations for most students is an important aspect of their education.

The Office of Student Affairs is here to help you join a club or start a new one, giving you all the resources you need. In order to register a new club you need to have at least fourteen members. Each club is given an annual budget for educational and leisure activities and for equipment necessary for the club's operation. In order for a club to operate, it also needs an Advisor and a President. All Clubs and Organizations at EUC are open to everyone regardless of race, gender, religion or national origin.

Students who wish to register to clubs please complete and submit the form below. Students may choose from a variety of clubs:

Leisure Clubs

- Art & Photography Club
- Basketball Club
- Dance Club
- Hiking Club
- Music Club
- Shooting Club
- Yoga Club
- Zumba Club Social Clubs

Educational Clubs

- Beauticians' Club
- Biology Club
- Business Society
- Computer Club
- Chamber Music & Guitar Club
- Education Club
- Erasmus Club
- European University Cyprus Medical School Society (EUCMSS)
- EUCOFIN
- Graphic Design Club
- IEEE EUC Club
- Law Society
- Literary Society
- Media Club
- Music Education
- Nursing Club
- Nutrition and Dietetic Society
- Physiotherapy Club
- Pharmacy Club
- Piano Pedagogy Club
- Radiology-Radiotherapy Club
- Robotics' Club
- Sign Language Club
- Speech and Language Club
- Tourism and Hospitality Management Club

Social Clubs

- Intercultural Communication Club
- EUC Volunteer's Society
- LGBT Society (Lesbian, Gay, Bisexual and Transgender students)
- Psychology Club
- Social Work Club

Publications/Φοιτητικά Έντυπα:

- Ένθα - Περιοδικό με Επίκαιρα Νομικά Θέματα και Αναλύσεις