



AVICENNA

Batumi Medical University

„approved”

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Avicenna -Batumi Medical University LLC. dated
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Career support policy for Avicenna - Batumi Medical University students

2022

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Article 1. General provisions

1.1. The Student Career Support Policy (hereinafter - the Policy) of Avicenna - Batumi Medical University LLC. (hereinafter referred to as the "University" or "Avicenna") defines effective mechanisms for the professional employment of university graduates in Georgia and especially in the Ajara region, as well as abroad, in target countries, developing the skills necessary for career success, awareness and cooperation with health care provider partners.

1.2. The main goal of the policy is to direct the material and human resources of the university towards the successful employment of graduates; ensure the competitiveness of students in the local and international labor market and declare the importance of their career success as one of the most important factors affecting the reputation of the university at the strategic and operational level of the university, in accordance with the mission of the university.

1.3. The policy follows the mission declared by the university, the strategic development plan and the basic principles of the organization's activities.

Article 2. Directions for the development of the career support service at the university

2.1. career support and promotion of graduates at the university is carried out in the following main areas:

2.1.1. Ensuring employment of willing graduates in university clinics upon completion of the educational program;

2.1.2. Deepening cooperation with medical institutions of the country and the region in order to offer additional and alternative areas of employment;

2.1.3. Developing career and transferable skills during the study period by organizing extracurricular activities, trainings and master classes.

2.1.4. Preparing students for the licensing exams of the target countries during the study period by offering extracurricular exam preparation courses for students wishing to take the exam.

2.1.5. Obtaining recognition from the target countries of the university educational program in order to recognize the university diploma and increase the popularity of the university which, as a result, will contribute to the employment of students in the respective country.

2.1.6. Internationalization of education during the study period by inviting personnel from international partner educational institutions and including them in the educational program of the university which will contribute to greater compatibility of the knowledge gained at the university with the requirements of medical field of different countries.

Article 3. Employment in University Clinics

3.1. The university, in accordance with the agreement concluded with partner medical clinics, provides employment in Avicenna university (affiliated) clinics for graduates willing to work in the region.

3.2. Avicenna University (affiliated) clinics and the university jointly provide career planning for employed graduates as they progress through their residency/training programs.

3.3. Avicenna University (affiliated) clinics annually provide vacancies for the Support and Career Development Service for students and graduates of the university.

3.4. Coordination of the employment process in affiliated/university clinics from the side of the university is carried out by the Support and Career Development Service for Students and Graduates and the process is supervised by the Deputy Rector for management of Clinical Facilities and Educational Resources.

Article 4. Deepening of cooperation with medical institutions

4.1. Deepening of cooperation with medical institutions of the country and the region is aimed at providing university students with additional opportunities for clinical practice during the period of study as well as additional, alternative areas of employment in vacant positions in medical institutions of the country and the region.

4.2. Support and Career Development Service for Students and Graduates of the university provides periodic communication with medical institutions of the country and the region to obtain information about available vacancies, the number of university graduates employed in vacant positions and career development of graduates in a medical institution.

4.3. Responsible and curator of the process of deepening of cooperation with medical institutions from the side of the university is the Deputy Rector for management of Clinical Facilities and Educational Resources.

Article 5. Development of carrier skills

5.1. The development of career and transferable skills during the study period includes organization of extracurricular activities, trainings and master classes for university students which will be aimed at developing communication with employers, planning a medical carrier as well as other skills that are relevant to the labor market.

5.2. Support and Career Development Service for Students and Graduates of the University provides research on career development needs, identification of relevant training needs, communication with trainers and organizational support for training and other activities.

5.3. The process of planning and organizing of career development activities from the side of the university is supervised by the Deputy Rector for management of Clinical Facilities and Educational Resources.

Article 6. Preparation for licensing exams

6.1. Preparing of students for licensing exams in target countries means offering extracurricular activities –preparatory courses and trainings for students who wants to prepare for the licensing exams (USMLE, PLAB, FMGE and etc.).

6.2. Support and Career Development Service for Students and Graduates of the University conducts a study of the need for preparatory courses for licensing exams in foreign countries and together with International Relations and Strategic Planning Service and the Center for Continuous Professional Development determines the needs for relevant trainings, communication with trainers and organizational support for trainings and other activities.

6.3. From the side of the University, the process of planning and organizing the preparatory activities for the licensing exam is supervised by the Deputy Rector for management of Clinical Facilities and Educational Resources in cooperation with the Head of the Center for Continuous Professional Relations and Deputy Rector for Academic and Strategic Planning.

Article 7. Obtaining recognition of target countries

7.1. Obtaining recognition of the target countries for the educational program involves communication of the university with the authorities of the respective country, the request for recognition, the assessment of the compliance of the educational program of the university with the requirements of this recognition and the initiation of an application for recognition in order to recognize the university diploma and raise the popularity of the university which, as a result, will contribute to employment of graduates in the respective county.

7.2. Communication of the university with the authorities of the foreign country, obtaining requirements for recognition and the process of initiating an application is provided by the International Relations and Strategic Planning Service of the University.

7.3. Recommendations for assessing the compliance of the educational program of the university with the requirements for recognition in a foreign country and achieving compatibility are provided by the Quality Assurance Service of the university.

7.4. The process of obtaining recognition of the educational program of the university in a foreign country is supervised by the Deputy rector for Academic and Strategic Development in cooperation with the Head of the Quality Assurance Service.

Article 8. Internationalization of education

8.1. Internationalization of education during the study period means inviting the personnel from international partner educational institutions and involving them in the educational program of the university which contributes to greater compatibility of the knowledge gained at the university with the requirements of medical field of different countries.

8.2. The process of internationalization of the educational program is provided by International Relations and Strategic Planning Service of the university in cooperation with the main educational unit (school) of the university and the head of the corresponding educational program.

8.3. The process of internationalization of the educational program of the university is supervised by the deputy Rector for Academic and Strategic Development in cooperation with the Dean of the respective school.

Article 9. Alumni Club

9.1. The Alumni Club is the association of university graduates the purpose of which is to maintain and deepen contacts between a higher education institution and its graduates, receive information from graduates about the development of the professional career and advice on career paths and involve graduates in the development of an educational program taking into account their assessments.

9.2. Informative and organizational support of the Alumni Club is provided by the Support and Career Development Service of Students and Graduates of the University.

9.3. Organization and coordination of the process of evaluation of the program and learning results of graduates is provided by the Quality Assurance Service of the University.

Article 10. Final provisions

10.1. In accordance with the definition of the terms for admission of students to the University and the completion of the educational program, the Rector provides the supervision over the process of reflecting

the activities defined by this policy in the activity plan and the work plans of responsible structural divisions.

10.2.The policy comes into force from the moment it is approved by the order of the Rector of the University.