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MOTIVATION LETTER FOR UNIVERSITY STUDENT EXCHANGE PROGRAMS

Nowadays most Ukrainian universities actively cooperate with European High Schools by introducing exchange programs between teachers and students. One of the requirements of the student exchange program is to write a motivation letter in which you tell why do you want to study abroad, education background, plans and study prospects. The motivation letter is part of your application considered by the Commission. And the participation in the program depends on this document. When you start writing the documents such as resume and motivation letter, be sure to understand the purpose of creating this letter and try to imagine who will read your letter.

As a rule, the motivational letter begins with an introduction. This should be the most significant information about you and your intentions. As, for example, in this letter:

"Dear Sir or Madam,

I am applying for the International Business Management Studies programme at the XXXX campus of XXXX University of Applied Sciences. I am very interested in beginning a career in business and I am certain that this Bachelor's programme will help me to fulfil myself in both professional and personal contexts" [1].

Then you can briefly tell about your training and education background: where, what course, what they like, Olympiads, contests, etc.

The majority of students successfully motivate their desire to participate in the program of exchange in the area of intercultural communication and gaining international experience in the field your future profession is connected.

Today so-called "soft skills", that is the ability to communicate, to correspond, to have experience in conducting presentations and meetings are very important. The structure of the motivation letter reminds the essay. Each statement is the beginning of a paragraph and should be supported by "evidence". To make a perfect motivation letter, you should convince the commission that you are exactly the student they need, learn the requirements to the project participants, underline the words-indicators.

So, if they need active, creative young people, write about projects, debates, Olympiads, contests you participated in. If the program has a wide choice of objects and courses, be sure to associate them with their main specialization. In light of today's requirements of essay writing courses, creating presentations, experience in advanced IT technologies will benefit modern engineering. Also, language competence is always an important factor in exchange program participation. That is why you should mention the webinars (if you have certificates) and on-line courses you participated [3]. Such characteristics as qualities of the team player and leader have become very popular lately. For example: «Finally, this programme will help me to develop myself as a team player and cultivate the leadership skills necessary for my future career. I will learn to be responsible not only for myself but also for the whole team, which I believe is essential for a business manager» [2].

To conclude, a motivation letter is a document that must be written in advance and supplemented from time to time until it is created exactly the sample that will accurately reflect your qualities and reveal plans for the future.

References

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