

Annex 5 – Study Specifications

A. Scope of Work

Under the direction of the British Council EU SHARE Programme Director, the Technical Expert is expected to provide

1. Inception report: development of overall approach, work plan, management plan and budget.
2. In consultation with ASEAN Senior Officials on Education (SOM-ED) and ASEAN Connectivity Coordinating Committee (ACCC), appointed consultants will identify:
 - (i) the scope of intra-ASEAN university student mobility assessment;
 - (ii) datasets required and plan of action for access to data with relevant approvals.
 - (iii) the conduct of interviews with relevant stakeholders;
 - (iv) the need to conduct a workshop as part of the project implementation.
3. Final Report of all studies, with potential for future studies in a second phase.

B. General Information on the three sub-studies

Study 1 - Assessment report on intra-ASEAN university student mobility.

Key research questions:

1. What is the state of university student mobility balance of incoming and outgoing students within ASEAN Member States?
2. What are the contributing factors to such balance or imbalances in mobility?
3. What are the key issues of mobility datasets? What are the recommendations of increasing data integrity and standardisation with support to policy recommendations?
4. What are macro policy recommendations to education policy makers to address intra-ASEAN university student mobility and its datasets?
5. What are micro recommendations to promote intra-ASEAN university student mobility, including through social media?

High level approach

- a) Intra-ASEAN university student mobility dataset including the possibility to expand ASEAN University Network (AUN) and Southeast Asian Ministers of Education Organisation Regional Centre for Higher Education Development (SEAMEO RIHED) databases;
- b) The challenges to intra-ASEAN university student mobility which are captured by the assessment report will be further identified / prioritised to guide the establishment of dataset;
- c) Identification of an approach to create dataset:
 - Types of information/data to be collected, e.g. name of universities, country of origin and country of study, type of subjects taken, credit-based courses/degree-based courses/ non-degree-based courses, degree levels (undergraduate or masters), duration of the study (exchange programme or full-time programme), motivation(s) to studying in that country, number of students who finally work in the country of study; self funded or scholarship funded, cost of study in average per

- country (degree studies or exchange/course/semester); self-funded or scholarship funded, cost of study in average per country (degree studies or exchange/course/semester)
 - Sources of information/data e.g., statistics office, universities in ASEAN Member States, and education ministries;
 - Methods to obtain the information/data as well as the validation process;
 - Frequency of updating; and
 - Accessibility, i.e. whether the dataset will be open to public or restricted.
- d) Development of a template to collect the information/data;
- e) Distribution of the template to ASEAN Member States for collection of data in accordance with the prevailing policies of ASEAN Member States on sharing data;
- f) Data consolidation from sources; and
- g) Dissemination of summarised data and results with ASEAN Member States and relevant stakeholders.

Study 2 – Assessment on ASEAN student visa

Key Research Questions

- What is the assessment of the ease of obtaining visa for student mobility purposes? What are the main challenges to obtain student visa in each ASEAN Member States? Can lessons be learnt from ASEAN Member States?
- To what extent does visa regulations affect mobility?
- What recommendations can be offered?

High level approach

- a. Assessment on the visa requirements for ASEAN student mobility and policy options; including processing time, costs, and extensions for visa;
- b. Summary of current visa regulations in ASEAN countries for different inward study purposes;
- c. Identification of particular visa challenges within or between member states; and
- d. Propose policy options and recommendations for facilitating educational travel within ASEAN.

Study 3 – ASEAN Single branded scholarships (Part 1 focus on Scholarship Schemes)

This is a longer-term study split into two phases. During Phase 1 (June-Sept 2019), the focus will be on single-branded scholarship schemes. Phase 2 (Nov 2019 onwards) will focus on funding mechanism for single-branded ASEAN Scholarship.

Key Research questions:

1. Review of all scholarship schemes operating in ASEAN, including EU SHARE, with a comparative analysis.
2. Review of all ASEAN Project Funding mechanism which potentially can support a single-branded ASEAN scholarship scheme (such as ASEAN Development Fund, ASEAN Cultural Fund, Japan – ASEAN Integration Fund, Future Oriented Cooperation Fund, EU SHARE etc)
3. What are the key issues and challenges to single-branded ASEAN scholarship scheme? What recommendations can be offered to policy makers in terms of how such a scheme

would technically operate, ensure political buy-in amongst all ASEAN member states and ensure there is a sustainable approach?

High Level approach

- a. Compile and assess existing studies implemented by SHARE, particularly on credit transfer, quality assurance and qualifications reference frameworks;
- b. Assess different options and requirements to develop ASEAN single branded scholarships, including review/ desk research on existing or successful scholarship programmes from other countries/regions; and
- c. The development of an ASEAN single branded mobility Scholarship funding mechanism. If a clear preference is identified to approach this, then more detailed analysis of political, financial and capacity implications of what such an approach will be. The recommendation will be put to SOMED for approval.
- d. Policy dialogues to discuss key findings and policy options to increase intra-ASEAN student mobility and the development of an ASEAN single branded mobility Scholarship funding mechanism.

C. Team Set-up and Reporting Arrangements

- It is anticipated that the proposal will have a lead consultant and at least one or more specialist consultant (s).
- The Lead consultant will be expected to be in Jakarta, Indonesia to support inception workshop, finalisation of Proposal and to lead on detailed workplan within the inception report. This is will occur in May 2019.
- The supplier will be accountable to the Programme Director and consult with key stakeholders from SOM-ED, ACCC, ASEAN Secretariat including Education, Youth and Sports Division (EYSD) and Connectivity Division and colleagues from EU Delegation (EUD).

D. Length of Consultancy and Timeframe

High level timeline for Phase 1 (July – Sept 2019)

Month	Activity	Outputs
June	Development of overall workplan, management plan and budget Initial desk and field research for studies Initial analysis for studies	<ul style="list-style-type: none"> - Inception workshop - Specify scope of each studies and finalise concept note. - Create a detailed workplan - Data Collection e.g. desk research, field interviews etc.
August	Drafting reports	<ul style="list-style-type: none"> - First Draft Report
September	Finalisation of reports and dissemination workshop	<ul style="list-style-type: none"> - Final report - Dissemination workshop

Phase 2: Jan – July 2020

Potential future studies and follow-ups

a) ASEAN Single branded scholarships (Part 2: Focus on funding mechanisms)

This study follows on from Phase 1, Study 3, under the same name, however, the focus here is on analysis of funding mechanisms and recommendations to Education policy makers.

Additionally, a related field of study would be to develop an overarching set of criteria, that can be used by 2025 to grant the status of 'ASEAN Scholarship' to current scholarships schemes, and a central secretariat for monitoring these, and a 'new' set of ASEAN scholarships. This would aim to be endorsed by SOMED in 2021.

b) Graduate Employability

Intra-ASEAN graduate employability is restricted by lack of clear equivalence and recognition of degrees from other countries in the region. While in Europe there is clear evidence that a student mobility experience enhances employability, there is no such evidence yet available in ASEAN. This is further exacerbated by lack of a widely adopted credit transfer scheme. The study will assess the issues and challenges around intra-ASEAN graduate employability and provide recommendations to address these.

1. Assess level of intra-ASEAN graduate employment mobility, directions and scale; Description of current information on flows of graduates between ASEAN countries for employment
2. Identify barriers to graduate employment mobility within ASEAN;
3. Analysis of the challenges facing graduates seeking employment in other ASEAN countries; and
4. Propose policy options and recommendations for better facilitating intra-ASEAN graduate employment mobility, including development of appropriate datasets.

c) Development of ASEAN university internship programme and alumni network:

Commence a survey across ASEAN Member States students to identify why mobility within ASEAN Member State is low. The focus will then shift to developing and creating an alumni network of students that are associated with the EU-SHARE scholarship (including expanding the alumni network to other scholarship programmes for higher students by identifying student ambassadors in each ASEAN Member State). This process will include understanding lessons learnt from other successful alumni programmes and partnering with private sector to create internship opportunities.

E. Administration Compliance

- The supplier confirms to comply with British Council administrative procedure for contractual arrangement, monthly payment basis, and payment terms. Payment terms are within 30 days after the correct and complete invoicing documents received by Finance Division of British Council.

- The supplier confirms to responsible to provide original receipts, boarding passes and other supporting documents as financial evidence and submit them together with the monthly invoice.