

APPROVED by  
Order No. A- of the Rector of  
Kaunas University of Technology of  
February 2024

## **GUIDELINES FOR THE MOTIVATION ASSESSMENT OF THE APPLICANTS TO THE SECOND CYCLE STUDIES AT KAUNAS UNIVERSITY OF TECHNOLOGY**

### **CHAPTER I GENERAL PROVISIONS**

1. The Guidelines for the Motivation Assessment of the Applicants to the Second Cycle Studies at Kaunas University of Technology (hereinafter – Guidelines) establish the procedure for organising and conducting motivation assessment of the applicants to the second cycle studies at Kaunas University of Technology (hereinafter – University), the content and criteria of motivation assessment and the formalising of the assessment results.
2. The Guidelines are prepared following the Regulations for the Student Admission to Kaunas University of Technology (hereinafter – Admission Regulations) of the current year approved by the resolution of the University Senate.
3. The process “Conduct the motivation assessment of the applicants to the second cycle studies” is prepared according to the Guidelines and provided in Appendix 1 to the Guidelines.
4. The motivation assessment set out by the Guidelines is interpreted as the assessment of the applicant’s conscious decision to study the chosen study programme and his/her preliminary suitability for a professional activity after obtaining the relevant qualification.

### **CHAPTER II ORGANISING AND CONDUCTING THE MOTIVATION ASSESSMENT**

5. An applicant who has not participated in the motivation assessment cannot participate in the competition for admission.
6. The motivation assessment is conducted on the dates set out by the University and published on the University's website.
7. The motivation assessment consists of a structured motivation letter (hereinafter - motivation letter) or a semi-structured motivation interview (hereinafter - motivation interview), the content of which is set out in Chapter III of the Guidelines.
8. The motivation assessment of an applicant to the second cycle study programmes is conducted by the admission committee (at least two committee members) of the faculty to which the applicant is applying, approved under the procedure set out by the University, under the procedure for the motivation assessment provided in the Guidelines.
9. The person who applies to the state-funded and state non-funded positions of studies under the second cycle study programmes participates in the motivation assessment.
10. The motivation assessment on a 10-point scale is multiplied by a weighting coefficient of 0.1.motivationmotivationmotivationmotivation.
11. The type of motivation assessment depends on the preferred study programme. Information about the type of motivation assessment is provided to the applicant in the Admission

Regulations and the Master's Admissions Information System (hereinafter – MAIS), after submitting the application for participation in the competition and specifying the preferred study programme.

12. All information about the applicant participating in the motivation assessment is confidential and not made public. The applicant's data are processed following the current legislation of the Republic of Lithuania on the legal protection of personal data.

### **CHAPTER III CONTENT AND METHODS FOR THE MOTIVATION ASSESSMENT**

13. During the motivation interview with the members of the faculty's admission committee or in the motivation letter assessed by the members of the faculty's admission committee, the applicant provides the answers to the questions (Appendix 2 to the Guidelines) requesting the following:

13.1. To justify the choice of the higher education institution, the second cycle studies and the study programme the applicant intends to study;

13.2. To present the applicant's experience related to the area of studies he/she intends to study (experience, knowledge and skills acquired during studies, work and/or initiatives) and future career expectations;

13.3. To identify the competencies and personal qualities that are important for a specialist in their chosen field that the applicant wishes to develop while studying the chosen study programme;

13.4. To specify which activities of the University the applicant could contribute to by creating added value for the University and students of the study programme.

14. The areas specified in Appendix 3 to the Guidelines, their criteria and evaluation scores are assessed during the motivation interview or in the submitted written answers.

### **CHAPTER IV SUBMITTING A MOTIVATION LETTER**

15. The applicant writes a separate motivation letter for each study programme specified in their application, where the applicant's motivation is assessed in writing.

16. The applicant writes one motivation letter for the same study programme, regardless of whether he/she is applying for a state-funded or state non-funded study position, full-time or part-time studies under the same study programme.

17. The applicant responds in writing to the questions provided (Appendix 2 to the Guidelines) using the motivation letter form in the MAIS.

### **CHAPTER V CONDUCTING MOTIVATION INTERVIEWS**

18. A motivation interview is organised in person (on the University's premises) or remotely (using video conference equipment). The location of the motivation interview is provided in the MAIS.

19. The applicant is invited to participate in the motivation interviews for all study programmes indicated in the application in which the applicant's motivation is assessed orally.

20. The applicant participates in one motivation interview in the same study programme regardless if he/she applies to the state-funded and state non-funded position, full-time and part-time studies under the same study programme.

21. The applicant's motivation to study under several chosen study programmes is assessed in individual motivation interviews. Upon arrival at the motivation interview, the applicant submits the personal identity document (passport, identity card or driver's licence).

22. During the motivation interview, only one applicant and the members of the admission committee of the faculty can be present on the premises.

23. A motivation interview lasts at least 10 minutes.

24. During the motivation interview, the applicant is provided with mandatory questions (Appendix 2 to the Guidelines) and he/she may be asked clarifying questions.

## **CHAPTER VI FORMALISING THE RESULTS OF THE MOTIVATION ASSESSMENT**

25. The members of the admission committee of the faculty independently assess the motivation letter or motivation interview according to the motivation assessment criteria (Appendix 3 to the Guidelines).

26. The arithmetic average of the evaluations by the members of the faculty's admission committee who conduct the motivation assessment is the applicant's final motivation assessment score that is rounded to the nearest hundredth. The maximum evaluation is 10 points.

27. The motivation assessment score on a ten-point scale is entered in the applicant's evaluation section of the MAIS by one of the members of the faculty's admission committee within the deadlines set out by the University.

28. The applicant is entitled to appeal against procedural violations in the motivation assessment within the deadlines set by the order of the University's rector and published on the University's website.

## **CHAPTER VII FINAL PROVISIONS**

29. The Guidelines can be amended, supplemented or revoked by the order of the University's rector.

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