

The logo for FIFPro, the World Players' Union, is displayed. The word "FIFPro" is rendered in a bold, stylized font. The letters "FIF" are in red with a blue outline, while "Pro" is in blue with a red outline. The background features a halftone pattern of small grey dots that fades out to the right.

**FIFPro**

**World Players' Union**



# FIFPro Online Academy

kick starting the recruitment process 2018

# Be aware

- Recruitment deadline already **March 1st**
- No kick off seminar in February
- Limited number of spots
  - players need to present all relevant qualifications + very strong motivation

# Contents

- **Two step Sport Management degree**
  - AP degree (4 semesters) in Service, Hospitality & Tourism Management with specialization in Sport & Event
  - BA top-up (3 semesters) in Sport Management
  - When finishing the AP programme (Service, Hospitality & Tourism Management) the student will need to apply for the top-up BA programme. There is no guarantee beforehand, although UCN expresses that it is likely for AP students to be able to continue, based on selection.
- Courses and subjects **related to sports industry**
- **Full-time study**
  - Mix of lecturing (12-14 lectures per week), sparring through dialogue, literature reviews, assignments, case studies, group work and guest lectures)
- **Internship** (3 months) during both AP and BA degree (possibly at own club or union)
- Towards the **Sport & Event industry**, but provides generic business qualifications

# Principles of the programme

- **100% online**
  - No travel activity
  - Recorded lectures that can be accessed whenever and wherever
  - Online exams (e.g. using Skype or virtual classroom)
  - Online study groups with fellow students
- **Academic mentor**, who will assist in all academic matters and monitor the progress
- **Online supervision** and Q&A sessions with teachers and academic mentors
- **Flexibility** built into the programme to help balance the sports career and studies (e.g. when planning exams) - in exceptional circumstances additional flexibility can be granted

# Costs

- **Free of charge for EU-citizens**
- Single **600 EUR admission fee to FIFPro**
  - After successfully finalizing the 1<sup>st</sup> semester, 300 EURO will be refunded to the student
- **Expected 200 EUR for books** etc. per semester
  - no books needed in periods of internship
- **Tuition fee (only for non-EU citizens):**
  - 1<sup>st</sup>-3<sup>rd</sup> semester: EURO 4,300 for each semester
  - 4<sup>th</sup> semester: EURO 3,400
  - 5<sup>th</sup>-6<sup>th</sup> semester: EURO 4,300 for each semester
  - 7<sup>th</sup> semester: EURO 3,400

# Application deadlines

- APPLICATION WINDOW OPENS: **February 1<sup>st</sup>**
- RECRUITMENT DEADLINE: **March 1<sup>st</sup>**
  - To ensure time for applying and acquiring needed documents, we advise all unions to forward screened candidates, who have paid the FIFPro fee, to Jesper (Danish PFA) before March 1<sup>st</sup>
- FINAL APPLICATION DEADLINE: **March 15<sup>th</sup>**
  - Application **MUST** be completed before March 15<sup>th</sup> including all documents being acquired and uploaded
- START DATE OF PROGRAMME
  - The programme will officially start on **September 1<sup>st</sup>**

# Suggested recruitment process

- **Step 1:** Send info mail to all members and put information on website
- **Step 2:** Visit clubs and inform about the programme
- **Step 3:** Guide individual players that are interested
- **Step 4:** Screen for admission requirements, English skills and strong motivation
- **Step 5:** Send payment instructions to player (€600 fee to FIFPro) and forward the contact details of the player contact to FIFPro, [n.vangerven@fifpro.org](mailto:n.vangerven@fifpro.org), and the Danish Players Union, [jesper.Thorup@spillerforeningen.dk](mailto:jesper.Thorup@spillerforeningen.dk)
- **Step 6:** When payment is received by FIFPro, Danish PFA will proceed to help the player apply

(Materials available: Information PDF, Brochure PDF)

# Screening guidelines

1. **Admission requirements** – check if the player fulfills admission requirements (rule of thumb is a high school/secondary school degree, including English + Math or Economics)
2. **Other qualifications** (supplementary to not completely fulfilling the admission requirements) – e.g. practical experience (jobs, voluntary work, extended work for the club, etc.) or academic supplements (other completed programmes, courses etc.)
3. **English skills** - check if the player fulfills English requirements (Danish B-level) and make sure he/she is able to do a conversation in English
4. **Motivation** - check if the player is strongly motivated to do the programme (speak to the player about his/her motivation)

# Selection criteria by UCN

- our players have to stand out to get a spot

- **Work experience relevant to your choice of studies** (e.g. professional football career, involvement in club activities of any kind, sponsor activities, football schools etc.)
- **Other work experience**
- **Involvement in extra curricular activities or (unpaid) work in any type of organization or association** (e.g. community work, charitable work, CSR, 'Show Racism The Red Card' etc.)
- **Studies or work in a country other than your home country**
- **Additional proficiency** (e.g. parts of higher education level courses, summer school or other upper secondary level courses)
- **Motivation letter**

# Evaluating the players qualifications

## **Too big of an academic gap – do not forward the player**

- e.g. only completed elementary school
- e.g. only partially completed high school
- no other competences to supplement
- guide towards fulfilling the requirements instead (e.g. getting a high school degree)

## **Small academic gap but having supplementary qualifications – individual evaluation by UCN**

- e.g. some admission requirements are met
- potential supplementary qualifications
- passing English and motivational screening
- have the player apply - evaluation from UCN of the complete application and individual competences

# Application process

- Step 1: Pay the 600 Euro admission fee to FIFPro

**Player will be contacted by Jesper (Danish PFA) who will take the player through the application process step by step:**

- Step 2: English skills and test
- Step 3: Preparing the application
- Step 4: Applying

# Application process

## Step 2: English skills and test

- If English is not native language an online English test is needed (except SWE, NOR, FIN, GER and HOL) to determine if English skills are sufficient for academic purposes
  - If the applicant has already completed an internationally approved English test – e.g. TOEFL or IELTS – such test results will be sufficient. More info at:  
<http://www.ucn.dk/english/programmes-and-courses/service--hospitality-and-tourism-management/admission>
- The online English test requires the applicant to be supervised. A solemn declaration is to be signed to ensure supervision.
  - Supervision is to be done by e.g union, coach, club representative etc. A family member, girlfriend/boyfriend, friend, teammate etc. would not be suitable and therefore not accepted.
- A test result score of **75 or above** in BOTH the reading and listening part is required to apply.
- **IMPORTANT!** The test will decide if the player can apply. Only 1 attempt. A stable internet connection and a headset is needed. Finish within time-limit.

# Application process

## Step 3: Preparing the application

- If passing the English test the applicants then need to prepare all needed documents:
  - Scan of **passport, drivers license or other picture ID**
  - **Final diplomas/certificates and grade sheets** (including overview of courses and grades) from high school and any other courses/degrees they've completed.
  - **Midterm grades / Annual grade reports** from high school showing their yearly overview of grades during their high school degree
  - **Verification form** to verify number of hours of instruction and grades in Math and English
  - **English test result PDF** (the PDF with the result is sent to the players after completing the English test)
  - Signed **Solemn Declaration** (from English test) confirming supervision
  - A **CV** (in English), showing an overview of their educational background, job experiences, sports career (clubs), skills etc.
  - A **motivational letter** (in English) in which they describe themselves, their situation and why they're applying for the programme (½-1 page).
  - OPTIONAL: **Recommendation letter(s)** (in English) from e.g. current or previous employers, clubs, coaches etc.
- NOTE: Preferably include an English copy of their school documents/certificates, but not essential if written in our alphabet (a-z).

# Application process

## Verification form, explained:

	Number of hours of instruction (1 hour = 60 minutes)	Number of hours of instruction (1 hour = 60 minutes)	Number of hours of instruction (1 hour = 60 minutes)	Annual grades	Annual grades	Annual grades- if you graduate in the current year use the end of term grades
	Class 10	Class 11	Class 12	Class 10	Class 11	Class 12
Mathematics (all programmes)						
<del>Physics (only for Energy Technology, Automation Engineering)</del>	<del></del>	<del></del>	<del></del>	<del></del>	<del></del>	<del></del>
English (all programmes)						
	Class 10	Class 11	Class 12			
Annual grade point average						

# Application process

## Step 4: Applying

- When all needed documents are acquired a detailed application guide is sent to the player.
- They apply using the national Danish admission system at [www.optagelse.dk](http://www.optagelse.dk). Here they fill in their information and upload all documents including passport/ID, school certificates, verification form, English test results, solemn declaration, CV, motivational letter, recommendation letters etc.
- After having submitted the application, the applicant must download and print a signature page, which is to be printed, signed and then scanned (or photographed) and emailed to UCN on [admission@ucn.dk](mailto:admission@ucn.dk)

# Application process

## Contact information

4player

Education and job programme at Spillerforeningen (Danish Football Players Association)

Jesper Thorup

[jesper.thorup@spillerforeningen.dk](mailto:jesper.thorup@spillerforeningen.dk)

0045 61713199

4player is cooperating with UCN and have detailed knowledge about the programme, UCN and the Danish system of higher education

# Conclusion

## The purpose of the screening process:

- lower the number of rejections
- lower the number of dropouts
- increase the player's chance to get one of the limited spots

## Again, be aware:

- New application deadline already **March 1st**
- No kick off seminar in February
- VC meetings in December instead
- Limited number of spots – our players need to present all relevant qualifications



Thank you