



School of System Change

FREQUENTLY ASKED QUESTIONS

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ABOUT THE PROGRAMME

When does the programme start?

The programme runs from February 20 to March 21, 2017 with a follow-up 3 day session in mid-June.

What is the length of the programme?

- An initial four week stay in London including face-to-face learning time and a placement in a UK organization
- A period of two months fieldwork back in Russia, with online action learning sets every week
- A second 3 day follow-up session in London consisting of face-to-face learning time and networking opportunities

Who are professors at the programme?

The programme will be taught by specialists and practitioners from the field of system change, as well as visiting professors, covering the five capabilities addressed by the school.

Who am I going to be in the class? What is the class profile?

A diverse cohort of promising mid-career professionals and aspiring sustainability leaders from different sectors: business, NGOs, public sector, social entrepreneurs, media and the arts

Will this become an accredited degree of some kind?

You will get a certificate delivered by the School of System change, but this is not an academic accreditation.

Do you provide an internship?

Yes, the grantees from this Russian programme, supported by the British Foreign and Commonwealth Office, will have a three week placement organised for them as part of the package.

Can I choose the company for internship?

You may voice a preference for the organization, but the final decision will be made by Forum for the Future

Is there an admission process to get internship?

Not beyond the initial selection

Do I get paid at the internship?

No, but expenses for accommodation and basic living costs will be covered as for the rest of the programme

What am I going to do between an initial session in Feb-March and second session in mid-June?

Between the first and second sessions in London, you will be actively trying to create change as part of your work in Russia. This aspect will be supported through regular online sessions with other course participants and coaching. Learning from this practice will feed into the second session in London.

FEES AND EXPENSES**What expenses the grant is covering?**

The grant covers all fees for the course and placement, as well as travel costs and accommodation for the time in London, up to £85 per night for 35 nights. On top of this a small daily allowance of £10 is provided towards food.

Do I need an extra budget to stay in UK during the programme and Internship?

The budget is basic, so you will need some additional budget for meals and local transport, as well as sightseeing and leisure activities

Who will be covering the expenses?

This has been made possible through generous funding from the UK Foreign and Commonwealth Office.

TRAVELLING AND STAYING IN THE UK**Do I need UK visa to apply for the program? Do you provide the visa assistance?**

- You will need a UK visa. All the information required to apply can be found here: www.gov.uk/apply-uk-visa
- Forum for the future and the British Embassy will be able to provide letters to chosen candidates to help the visa application process if necessary

Do you provide accommodation in UK? Do you help to find it or it's on the student responsibility?

We provide a basic accommodation budget but it is the student's responsibility to find it

Can I work during the programme?

- The time spent in London is equivalent to full-time, with face-to-face learning and onsite placement. It would be difficult to maintain employment during this time and we highly recommend asking for study leave to participate in this course
- For the time between the two London sessions you will be expected to be working within a Russian organization, either as an employee or on your own project.

THE ADMISSION PROCESS**How does the admission process work?**

Our admissions process works in the following way: we read all applications and essays after the deadline, and a smaller percentage of applicants are selected based on those reads to move forward in the interview process with Admission committee for shortlisted candidates. Three candidates will be chosen for the programme.

The admission process consists from three stages:

- Stage 1: **October 11 – November 13, 2016** – fill in the application form – by filling the application form you identify your intention to take part in competition
- Stage 2: **October 11 – November 13, 2016** – prepare and send an essay – after sending an essay you become a part of the competition process and can be included in the short list of candidates invited for an interview
- Stage 3: **November 24 – November 25, 2016** – short listed candidates will have a meeting and interview with members of Admission Committee (conducted in English) to present his/her perspective and project his/she is working on

Final results will be announced **by December 10, 2016**.

What is the workshop planned for the applicants?

TOP-50% applicants will be invited to join the workshop and networking session with sustainability experts from UK and Russia conducted November 24 where short listed candidates will be announced. The agenda of the event will be sent later to chosen applicants.

Can I send the essay later?

Yes. Candidates can take some time to prepare and send essay separately from the application form. The deadline for essay is November 10, 2016. You can upload the essay through the [link](#).

Where the interview of short-listed candidates will be taken? Do I need to travel to London, UK for it?

We conduct interviews in Moscow, Russia at the period of November 24-25. The exact date and time will be announced later in personal invitations to short-listed candidates, but we would recommend keeping these dates flexible to be able to attend.

What key attributes are interviewers looking for in candidates?

We conduct behavioral based interviews and we are looking at past experience and behaviors to indicate how you would handle a complex and systemic challenge in Russia and how you will benefit from the significant practical insights you will gain on the course to address it. Additionally, we're looking for English ability.

QUALIFICATION / CRITERIA

Who is the ideal candidate?

We recognise you as an ideal candidate if you are:

- **Russian citizens**
- **have a university degree** (Bachelor, Master, Specialist)
- **already working in the field of sustainable development or social entrepreneurship, or related field** (have **at least 2 years** of working experience and fairly well versed in sustainable development as a concept and recognise the interconnected nature of issues like climate change, water, technology and wellbeing that means that a systemic response is required)
- **facing a specific systemic challenge** that you are working on, or would like to work on and /or implementing a complex project in your area of sustainability that requires system thinking, partnerships building and change management skills
- **perceive yourself as a leader** and demonstrate leadership intention in your professional background
- **highly motivated** to bring positive impact within sustainable development concept and plan to develop your future career in this field
- **fluent in English**
- **available** to join **one month** educational program in **February – March 2017** in London, UK (can get study leave from your organisation) and **three-day** session in **mid-June** in London.

Should I provide any certificate to prove my English level?

No. Certificates are not required to apply to the programme. However please keep in mind that the programme is conducted in English and it is considered by default that candidates are fluent in English in order to complete it. English skills will be tested informally at the interview.

Can I apply if I am Russian but reside in another country?

We are targeting Russian citizens who are based in Russia.

I don't have a background in sustainability. Can I get involved?

Whilst our focus is on system change toward sustainability, a background in sustainable development or social entrepreneurship, or related field will be a valuable addition to your application. In fact we expect to recruit cross-sector cohorts in order to represent different parts of the system, grow the field of system change beyond the sustainability sector, and replicate the nature of systemic coalitions where players from across the system are needed to create change.

I'm a complete beginner to system change. Am I eligible?

Absolutely. If you recognize the need for systemic intervention within a system in which you work then our capabilities and learning outcomes are likely to be for you. Our programme includes an introduction to systems thinking which we consider the foundation module from which you can build your practice.

How important are extracurricular activities? Is it ok if some are work related?

You are welcome to share your extracurricular work activities and hobbies in the special field in the application. You may also want to include this information in your CV.

May I submit a letter of recommendation?

Applicants are not required to submit letters of recommendation. However if you feel that it would add value to your application, please send it along with the application form.

REGISTRATION TECHNICAL QUESTIONS**Can I send the application via e-mail?**

There is a special registration online form available at the [link](#). If you experience problems in filling it in, please send us an e-mail to drive_change@skolkovo.ru and we will work through it on individual basis.

What if the online form is not working or there are technical issues in uploading the documents?

Please send us an e-mail to drive_change@skolkovo.ru describing the problem you are facing and we will find a way to sort it out.

How can I see the status of my application?

You will receive an automated e-mail after you complete the application form and submit your essay. Candidates shortlisted for the interview will be notified additionally.

How the data and information provided about me will be used?

In order to submit the application you will need to check the box "agreement for personal information processing" which means that you give us the right to use the personal information provided and pass it to the 3rd party – Forum for the Future. All data will be used solely for admission purposes and will not be distributed further or in open sources.

Should you have any further questions on the programme or admission process, please send your inquiries to drive_change@skolkovo.ru

