



## **The Initial Partnership Process**

These are the initial steps to becoming a partner in the Pestalozzi student selection process.

### **1. First contact**

Partners should familiarise themselves with Pestalozzi International Village Trust and the student selection criteria. Please see the Student Selection Criteria document. Partners should also be aware of the annual roles and responsibilities that are required of our partners, and the annual partnership process. Please see the Annual Partnership Process document. Ideally a face to face meeting should be arranged between Pestalozzi and the prospective partner early in this process.

### **2. References**

The continued integrity of the Pestalozzi programme is essential to the maintenance of our reputation and our funding so we ask that partners provide the names, emails and addresses of two referees.

### **3. Partnership and student potential analysis**

Partners should establish the extent of their access to students that fit the Pestalozzi student criteria in order to assess the suitability of developing a partnership with Pestalozzi.

### **4. Verifying the academic level of potential candidates: diagnostic assessments**

We may require partners to coordinate a sample (5-10) of their top potential student candidates to take mock exams, provided by Pestalozzi.

**If the mock exam results are favourable, in addition to favourable evidence of a successful partnership, then new partners are invited to sign the Pestalozzi Memoriam of Understanding (MoU), and an official student selection process can begin. The Pestalozzi MoU is reviewed annually.**