Higher Education and Work

Survey of Graduates of the University XY

(CORE QUESTIONNAIRE)

→ [ADAPTATION to your design; include the cohorts, if applicable, up to 10 years after graduation]

Dear Graduates.

We kindly ask you to participate in a survey which is aimed at all graduates of the [ADAPTATION] Faculty Z of the University XY who graduated between 19XX and 19XX.

With the help of this survey we hope to attain a broad overview concerning the study programme, employment situation, occupation, and professional career of graduates from the University XY. For its future planning, the Faculty Z would like to take into account the experience and opinions of the graduates. We therefore ask you kindly to contribute to the success of this survey by your participation.

Signature and function (e.g. Dean)

Dear Graduates.

As head of the research group conducting the graduate survey in 19XX, I also wish to request your participation in the survey. The research group consists of collaborators of the Faculty Z.

As you will notice, your experiences during your studies as well as during your further professional life are being asked for in the questionnaire. We are much interested in your personal perception and experiences in order to obtain an overview of the strengths and weaknesses of the study programme and of the study conditions of the Faculty Z.

We assure you that your answers will only be used for scientific purposes in the framework of this survey. In the description of results of this survey no identification of individual persons will be possible.

YOUR INFORMATION WILL BE TREATED STRICTLY CONFIDENTIALLY.

The results of the survey will be published. If you wish, we will send you an overview of the most important results. Please return the completed questionnaire as soon as possible to the address mentioned below.

Thank your very much for your kind support.

Name and address of the head of the project

NOTES	ON THE	COMPL	FTION	OF THE	OUESTIC	ONNAIRE
NULES		CONIFE		OF THE	WUESIN	JININAIRE

If possible, please answer each of the following questions.

If a question is not applicable to you, please go on to the question specified (e.g. ---> GO TO QUESTION 12.

Should there not be enough space for your answers, please include an additional sheet of paper.

1. COURSE OF STUDY AT THE UNIVERSITY XY

1 Please, provide information on your study and training

→ [ADAPTATION: regarding the "area of specialisation" according to your design]

	Year	Course of study	Area of specialisation (if applicable)	Title and class (e.g. B.A. Hon.) (if applicable)
First enrolment in higher education				
Sub-degree certification (if applicable)				
Bachelors' degree				
Professional training (if applicable) Start Completion				
Masters' degree (if applicable) Start Completion				
Ph. D. degree etc. (if applicable) Start Completion				

XY? Ple	ase respond to each factor on the five-point scale.
very not at important tant 1 2 3 4 5 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	Vicinity to home of parents etc. Availability of scholarships at this university Availability/quality of accommodation Attractiveness of town/state/region Reputation of the university/department Practice-oriented study program in my subject Areas of specialization provided, if applicable Admission standards and my prior grades Advise by my parents/relatives Other:
2. RETF	ROSPECTIVE ASSESSMENT OF STUDY AT THE UNIVERSITY XY
_	also the questions in section 2 with regard to the YYY degree course. TION of this sentence regarding your design]
	you rate the study provision and study conditions you experienced? Please rate the applicable options on a 5-point scale.
very yery bad 1 2 3 4 5 0 0 0 0 0 0 0 0 0	Assistance/advice for your final examination Opportunity of out of class contacts with teaching staff Academic advice offered Chances to participate in research projects Teaching quality of lecturers Structure of degree program Testing/grading system in examinations Possibility of individual structuring of studies Provision of supervised practical work experience Contacts with fellow students Chance for students to have an influence on university policies Availability of technical equipment (e.g. PC, measuring instruments, etc.) Quality of equipment of laboratories/workshops Supply of teaching material Equipment and stocking of libraries Accommodation facilities on the campus Catering facilities for the campus

How important were the following factors for your decision to enrol at the University of

 \square \square \square \square Quality of the buildings

3. AFTER GRADUATION

The following questions refer to the period after graduation[ADAPTATION]

- 4 Please indicate your employment situation and your occupation after being awarded your YYY at the University XY.
- → [ADAPTATION according to your design]

Please tick only one appropriate category for each line.

If your employment situation changed during the respective period or if you were involved in different activities (e.g. studying and working), please name the <u>most frequent</u> one.

Period after graduation	Employed	Pro- fessional training	Advanced academic study	Not employed, seeking employment	Not employed and not intending to be employed	Other	Comments
1st year Jahr							
1st month							
2nd month							
3rd month							
4th month							
5th month							
6th month							
7th month							
8th month							
9th month							
10th month							
11th month							
12th month							
2nd year							
3rd year							
4th year							
5th year							
6th year							
7th year							
8th year							
9th year							
10th year							
11th year							

5		employment after graduation? Multiple reply possible	9		opinion, now important were owing factors for your being ed?
		Manpower allocation Application to vacant position My own advertisement Public employment agency Private employment agency University's placement office University's teaching staff Employers' campus visits Contacts established to employers through work experience in the course of study Contacting employers without knowing about a vacancy The employer offered me a vacancy I set up my own business/was self-employed Joining the enterprise of my parents/relatives Personal connections/contacts Through parents'/relatives' help I am working for the same employer as I did before my studies I have not found yet any employment	very imports 1 2 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	not at ant import 2 3 4 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5	Field of study Main focus of subject area/ specialization Theme of thesis/projects, if applicable Grades at the university Reputation of the university Reputation of the department Previous work experience Personality Experiences abroad My own world view, religion etc.
		I became self-employed			Other: (please specify)
_	_	Other: (please specify)	10 1 🗆		
1		When did you start seeking a job? Before graduation	2	-	he job training ncluding off-the job courses etc.
3		After graduation I did not seek employment	4 🗖	Other:	(please specify)
⁴ 7		Other:(please specify) How long did it take you to find your first job after graduation?			pecify, if applicable, type and of the training:
		Years and Months		Type/nar	ne:
1		Not applicable, no job found up to now → PLEASE GO TO QUESTION 11		Duration	: Weeks
8		How many employers did you contact before you took up your first job after graduation?			
		Numbers			

4. CURRENT EMPLOYMENT AND WORK

If you work in more than one job, please refer only to the one which is most important to you unless explicitly questioned otherwise.

11	How many times did you change the employer/employment since your graduation?	15	What is your present job title (specific designation)? Please state the precise term, e.g. construction engineer,			
1 🗖	Never		production engineer, etc.			
		→ [2	ADAPTATION of the examples]			
	changes					
12	What is your current employment		(please specify)			
	status?	16	Please outline your professional tasks/job description (e.g. production management and supervision)			
Majo			, ,			
activ	rity activities ☐ Employed (including self-	→ [2	ADAPTATION of the examples]			
	employed, traineeships, etc.)					
2 🗆	☐ Professional training		(please specify)			
3 ☐ 4 ☐	Advanced academic studyNot employed, but seeking employment	17	Please state the kind of your employer? Please tick one item only			
5 🗖	☐ Without employment, and not	1 🗆	Public employer			
	intending to be employed (e.g. raising children, illness)		Private employer			
6 🗖	☐ Military service/community		Self employed			
	service, etc.	4	Other:			
7	Other: (please specify)	18	Please specify the name of your current company/organisation.			
	☐ Other:(please specify)		(please specify)			
	IF NEITHER EMPLOYED NOR	19	In which economic sector are you			
	OTHERWISE PROFESSIONALLY ACTIVE> GO TO QUESTION 36		currently employed or otherwise			
	ACTIVE> GO TO QUESTION 30		professionally active? Please tick one			
13	In which region are you working?		item only. The answer should only concern			
_	•		your main occupation.			
→ [2	ADAPTATION to your study]	→ [2	ADAPTATION to your study]			
1 🔲	(Please insert country-specific list)		Agriculture, forestry, fishery			
2 🔲			Mining, energy, water supply etc.			
з 🗖			Construction			
14	How long have you been working?	4 🗆	Production industry			
	nen ieng nare yeu zeen nenang.	5 🗆	Transportation			
with	the present employer:		Banking, finance, insurances			
			Trade			
	Years and Months	-	Other commercial services Health care			
in v	our present position:		School			
ııı y	our present position.		University			
	Years and Months		Non-profit organization			
			Public administration			
		14 🗆	Other:(nlease specify)			

20 What is your current major area of work assignment? State the single most important one in the column "major activity" and eventually further one or more in the column "additional activities"...

→ [ADAPTATION]

	Major activity	Additional activities	
01			Supervision of production facilities/maintenance
02 03 04			Training/teaching Export Preparatory/supervisory function in construction
05 06 07			Construction/design Advisory services/consulting Maintenance and repair of production facilities
08 09 10 11 12 13 14 15 16 17		0000000000	Controlling Data processing Production Preparation of production Research and development Estimating/costing Management Marketing Market research Materials management Measurement and testing
19 20 21 22			Installation/commissioning Standardisation and licensing Personnel affairs Planning of functions/use of buildings/plants
23242526			Planning and organisation Project management Accountancy, finance Settlement/preparation of accounts
27 28 29 30 31 32 33			Tax affairs Security engineering System analysis Environmental engineering Processing development Sales General office work
88			Other:

21 How many employees are working for the company/organisation you work for? If you don't know the exact number, please estimate.

Appro	×	persons altogether				
Appro	x	Of these persons holding a university degree				
Appro	х	graduates in my subject area				
Appro	х	graduates in my subject area from my university				
22	Are you employe	ed full-time?				
que	ADAPTATION: estion]	optional				
	Yes No, my major job co	omprises hours				
_	per week					
з Ц	Not applicable, I have my own business/I am self-employed					
23	Do you have sub	ordinates?				
1	100					
	If "yes", please sta subordinates	ate the number of				
	subordinates	ate the number of ordinates				
	subordinates	ordinates es				
24	subordinates sub of these subordinat hold a university de	ordinates es				
1	subordinates subordinates of these subordinate hold a university de Do you have any Second occupation Side jobs, honorario No	ordinates es gree other gainful activity?				
1	subordinates subordinates of these subordinate hold a university de Do you have any Second occupation Side jobs, honorario No Not applicable, I has self-employed	ordinates es gree r other gainful activity? um, sales etc.				
1	subordinates subordinates of these subordinate hold a university de Do you have any Second occupation Side jobs, honorarion No Not applicable, I has self-employed How much is you	ordinates es gree other gainful activity? um, sales etc. ve my own business/l am				
1	subordinates subordinates of these subordinate hold a university de Do you have any Second occupation Side jobs, honorarie No Not applicable, I has elf-employed How much is you income? major occupation:	ordinates es gree other gainful activity? um, sales etc. ve my own business/l am				
1	subordinates subordinates of these subordinate hold a university de Do you have any Second occupation Side jobs, honorarie No Not applicable, I has elf-employed How much is you income? major occupation:	ordinates es gree other gainful activity? um, sales etc. ve my own business/I am ur monthly gross				

	inds of fringe benefits do you ? Multiple reply possible	28	abilities	and	nt are the following attitudes expected from current job?
☐ Transportransportransportransportransport ☐ Health (etc.) ☐ Education member ☐ Retirem ☐ Other: . ☐ No fring	ent (pension, down-payment etc.) e benefits licable, I have my own business/I am			Willin Abilin Refle Abilin Unco Willin Abilin	ngness to learn by to solve problems ective capability by to express yourself in writing conventional thinking ngness to perform/commitment by to coordinate by to improvise ability
	QUIREMENTS AND USE OF			Abilit	y to work under pressure
	QUALIFICATIONS				pendence se of responsibility
acquire	at extent do you use knowledge ed during your studies in the ng areas (if applicable) for your t job?			Crea Ecor Dete Loya	notivity nomic reasoning rmination lity to the institution and its ctives
to a very high not				Pers Abilit Abilit Self-	istence by to cooperate by to assert myself confidence
extent at a 1 2 3 4 5	Scientific and technical			Adaş Emp	otability
00000				-	lership qualities
00000	Ecology and conservation	29	of the st	ludy work	lid the following elements programme prove for your? Please rate each of the ptions on a 5-point scale.
00000	etc.) Operation, measurement, and	very	all	not appli-	
00000	control technology		useful 2	cable 6 □	Course content of major Variety of courses offered Opportunity for specialization
00000	System analysis and optimization				Research emphasis Practical emphasis of teaching and learning Work experience (internships
00000	Experimental and practical working EDP application (CAD, CIM, etc.)				etc.)
00000	Knowledge of non-technical areas Social sciences (psychology, sociology, politics)				
00000	Economics (finances, costing, etc.) Law (elements relevant to discipline/subject)				

30	To what extent have you been able to realise the career you expected at the time of graduation?						33 If you consider your employment an work hardly being linked to your knowledge and your level of educati why did you take it up? Multiple reply possible					
to a very high extent 1 2 3 4 5						At the betto accept My currer In doing I prefer a connected I prefer a My currer I was prestudies to My currer part-time My currer in a local My currer family negative.	eginning by work has job of the tomoted to my pent job preferred property of the tomoted problem job preferred job aleeds	clearly link is very satist o a position previous po- ovides the schedules ovides the fer lows me to	to my stu gher incomer career p is not clo ed to my s sfactory in less linker sitions opportunit etc. opportunit	dy ne rospects sely studies ed to my ry for ry to work account		
	status a education pletely ropriate	ppropria on?	ate to ye	our lev 4	not at all appropriate		study Other:	(ple	ny job close			
					NT OF EM	PI OY	MENT	AND V	NORK			
to a very hi	the follo profess	extent a owing ch ional situ	aracter	istics		35	satisf situat	ied with ion? Plar staten	o what ex n your pro ease take nent any p	ofessiona also into	al account	
	at all 2 3 4 5	Content tasks	of work/t	the prof	essional		a very h extent	2	3	4	not at all 5	
		job Position Income Promotic Opportui	urity ty to use quired du ty to wor achieved on prospenity to be of realizi enefits	knowle uring my k in a d d ects enefit so ng my c	y studies emanding							

(characte	oortant are the different eristics of an occupation for sonally?	38	What kind of career changes do you anticipate within the next three years? Multiple reply possible			
very not at all important tant 1 2 3 4 5 Clargely independent disposition of work Clear and well-ordered tasks Clear and well-ordered tasks Clear and well-ordered tasks Clear and well-ordered tasks Clear and respect Copportunity of pursuing own ideas Clear and respect Clear and respect Copportunity of pursuing own ideas Chances of political influence Clear and respect Clear an			I anticipate to change my employer to change my area of work assignment to restart full-time study to study part-time to increase side-job activities to reduce side-job activities to start my own business not to be self-employed any longer to get employed to discontinue employment to achieve a career advancement to achieve a more secure employment to achieve better use of my knowledge to obtain higher income to take over a less strenuous assignment to obtain a better chance of pursuing continuous learning				
İ	followin in one's employe		39	What kind of (organised or informal) continuing education and training (i.e other than initial training and professional training referred to above) have you undertaken since			
appli-cable 1 2 □ □	application applicable 3 4 5	Persons having their own business/ being self-employed achieve a relatively high income Persons having their own business/ being self-employed have very long working hours Graduates establish their own business/are self-employed mainly because they have not found any other employment Higher education does not prepare graduates sufficiently for setting up their own business/to being self-employed	1 🗆	graduation?			

Favourable long-term job prospects exist for persons having their own business/being self-employed

8. SOCIO-BIOGRAPHIC DATA

Please provide details about yourself in order to enable us to interpret your work biography as accurately as possible.

				enrolle
40	Year of birth			Univer
19				
41	Country of bir	rth/residence/		
	-		47	And w
7 [.	ADAPTATION			
		lease enter)		
42	Did you comp your first enro	plete any training prior to	48	Taking experie
1 🗆	Yes	Simone:		sugge
2 🗖	If YES, specify.			
43	Were you empenrolment?	ployed <u>prior</u> to your first	49	What k
1 🗆	Yes Yea	ars Months		to the
2 🗖	No			betwee Univer Multiple
44	What is the hi	ghest level of education our parents?	C	urrent Su
Fatl	ADAPTATION	1	-	ontact o
1		Less than completion of compulsory education		
2		Completion of compulsory education		
3		Further secondary or vocational education		_
5		College enrolment without degree		
6 7		Bachelor's degree Advanced degree		
8 45	Gender	Don't know	50	What is
1 🗆	Male			the gra
2 🗖	Female			

9. CONCLUDING COMMENTS

46	stre prov enro	ngths of the	n, what were the ne study conditions and ne time you were [ADAPTATION] partment?		
	•••••				
47	And	what were	e the weaknesses?		
48	expe sug	Taking into account your professional experiences: what changes do you suggest in the study conditions and provisions?			
49	you to th con bety Univ	What kind of connections/contacts do you have to the Faculty Z respectively to the University XY and how should connections/contacts be fostered between the Faculty Z respectively the University XY and its graduates? Multiple reply possible			
	Current contact	Suggested contact	Newsletter Graduate meetings Foundation/support of a graduates' association Stimulation of professional co-operation Help regarding professional and social problems		
			Other:		
50	con	What is the best way of promoting contacts between the university and the graduates?			

Thank you very much for completing the questionnaire.

[The slip with address is OPTIONAL]

Please enter your name and address or name and address of your employer in the appropriate space in order to enable us to send you - if you wish - an overview of the results of this survey.

This slip will be cut off (for data protection) immediately after receipt of the questionnaire

 $\hfill\square$ Please tick this box if you are interested in receiving the report of the results

	Own address	Address of the employer
Name, first name (maiden name)		
Street or PO Box		
Town		
Country		