# **Guidelines to Understand and Fill in Meta-curricular Experience Form**

# **What is meta-curricular experience?**

Your meta-curricular experience represents the activities and the learning opportunities you participated in outside the classroom. Meta-curricular experience may include the following:

1. Participation and learning from **Co-curricular activities** such as debate, dramas, sports, MUNs, singing, dancing, painting, writing etc.
2. Participation and learning from **Community Service or Voluntary** work such as initiatives taken to help people and communities around you, find ways to better the environment, raise awareness for important issues and other activities which may support your community and society.
3. Participation and learning from **Work experience** such as internships, part-time jobs, private tutoring, running your own organization/project or any other free-lance work.

# **Why is the Meta-curricular Experience Form important?**

Habib University values your personal pursuits, passions and co-curricular involvement. The meta-curricular experiences form helps us in getting to know you beyond your academics and assess your leadership skills, commitment towards your society in terms of community services and your unique talents. It would also help your application to stand out from the rest.

# **How to fill out the Meta-curricular Experience Form?**

The form has two sections i.e. Section A and Section B

**Section A:**

In section A, you need to provide information elaborating upon your participation in meta-curricular activities while keeping the following guidelines in mind:

* You may have participated in lots of activities but you need to select the best five activities to share with us in this form. You may choose to share less than five also.
* You can select activities from any area i.e. your co-curricular experience, community service/voluntary work and work experience depending upon your experience.
* You need to select activities from your O level/A level or grade 9-12 education period.
* You can select activities for which you may not have any certificate of participation.
* Provide all the required details of selected activities as highlighted in the attached form.

**Section B**

In Section B, you can provide details about any unique skill/talent you possess, how you acquired them and how you have used them so far. For example, the ability to play a musical instrument, speak multiple languages, write poetry, or your passion for photography or any other craft or skill you possess.

# **How to make your Meta-curricular Experience Form stronger using a work portfolio?**

A work portfolio is a personalized collection of your professional and personal work. For example, if you have a passion for photography or have participated in any event on a professional basis, you can showcase your photographs in the portfolio or if you have developed a project and want to display your work, a portfolio can carry a description of your work along with pictorial evidences. Submitting a portfolio can strengthen your meta-curricular experiences form.

# **When should you submit your Meta-curricular Experience Form?**

Make sure to submit your meta-curricular experience form before or by the day when your interview is scheduled.

**Meta-curricular Experience Form**

**Applicant Name: Applicant ID:**

**Section A: Meta-curricular Experience**

Provide details of your participation, in a maximum of 5 meta-curricular activities, as explained on pages 1 and 2.

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| **Activity # 1** | |
| **Description**  What was the activity/experience?  What was the duration and when and where did it take place? |  |
| **Your role in the activity**  Explain your role in the activity, i.e. participant, leader or other (If other please explain) |  |
| **What did you learn from this activity?**  Describe what knowledge, skills, insights you gained by participating in this activity. |  |
| **Did you receive any acknowledgement or award? If yes, please mention it.** |  |

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| --- | --- |
| **Activity # 2** | |
| **Description**  What was the activity/experience?  What was the duration and when and where did it take place? |  |
| **Your role in the activity**  Explain your role in the activity, i.e. participant, leader or other (If other please explain) |  |
| **What did you learn from this activity?**  Describe what knowledge, skills, insights you gained by participating in the activity. |  |
| **Did you receive any acknowledgement or award? If yes, please mention it.** |  |

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| **Activity # 3** | |
| **Description**  What was the activity/experience?  What was the duration and when and where did it take place? |  |
| **Your role in the activity**  Explain your role in the activity, i.e. participant, leader or other (If other please explain) |  |
| **What did you learn from this activity?**  Describe what knowledge, skills, insights you gained by participating in the activity. |  |
| **Did you receive any acknowledgement or award? If yes, please mention it.** |  |

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| **Activity # 4** | |
| **Description**  What was the activity/experience?  What was the duration and when and where did it take place? |  |
| **Your role in the activity**  Explain your role in the activity, i.e. participant, leader or other (If other please explain) |  |
| **What did you learn from this activity?**  Describe what knowledge, skills, insights you gained by participating in the activity. |  |
| **Did you receive any acknowledgement or award? If yes, please mention it.** |  |

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| **Activity # 5** | |
| **Description**  What was the activity/experience?  What was the duration and when and where did it take place? |  |
| **Your role in the activity**  Explain your role in the activity, i.e. participant, leader or other (If other please explain) |  |
| **What did you learn from this activity?**  Describe what knowledge, skills, insights you gained by participating in the activity. |  |
| **Did you receive any acknowledgement or award? If yes, please mention it.** |  |

**Section B: Unique Talents and Skills**

Provide details about any unique skill(s)/talent(s) you possess, how you acquired them and how have you used them so far. For example, the ability to play a musical instrument, speak multiple languages or write poetry, or your passion for photography or any other craft or skill. You can list any unique skill/talent you possess

|  |  |  |
| --- | --- | --- |
| **Talent/Skill Description** | **How did you acquire it?** | **Have you used this talent/skill at any platform?** |
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**Portfolio of Your Work (Optional)**

There are two ways to submit your work portfolio. You can either provide a link to your online portfolio hosted on the internet. If you do not have an online portfolio, you may create one for free at [Carbonmade](http://carbonmade.com/) (www.carbonmade.com) [Behance](http://www.behance.net/) (www.behance.net) or [PortfolioBox](http://www.portfoliobox.net/) (www.portfoliobox.net) and provide the link in the boxes below. The other way is to provide hard copies of your work along with this form.

Your portfolio can include up to 15 samples, each with a brief description that provides context for the sample, e.g. how and when it was produced, what were your thoughts when you were producing your work and what was achieved.

Link 1:

Link 2:

Link 3: