

Azerbaijan State Oil and Industry University

Equality, Diversity and Inclusion

Admission and Recruitment Strategy

1. Purpose and Vision

Azerbaijan State Oil and Industry University (ASOIU) is committed to building an inclusive, fair, and diverse academic community where everyone — regardless of gender, ethnicity, disability, socio-economic background, nationality, or belief — has equal access to opportunities.

The purpose of this strategy is to ensure that planned, measurable actions are taken to recruit and retain students, staff, and faculty from under-represented groups, and to strengthen inclusion at every stage of the university lifecycle.

This strategy directly supports the ASOIU Equality, Diversity and Inclusion Policy and contributes to the United Nations Sustainable Development Goals — particularly SDG 4 (Quality Education), SDG 5 (Gender Equality), SDG 8 (Decent Work and Economic Growth), and SDG 10 (Reduced Inequalities).

2. Strategic Objectives

ASOIU will:

1. Promote inclusive access to education and employment for all qualified individuals, especially from under-represented groups.
2. Ensure transparency and fairness in recruitment, admissions, and promotion processes.
3. Reduce structural barriers that prevent equitable participation.
4. Increase representation of women, persons with disabilities, socio-economically disadvantaged students, and other marginalized groups across all levels.
5. Build cultural awareness and institutional accountability through training, data monitoring, and reporting.

3. Governance and Responsibility

- The Vice-Rector for International Relations and Sustainability Office oversees the implementation of this strategy.
- The Human Resources Department (for staff/faculty) and Student Affairs Department (for students) are responsible for operational execution.
- The Equality, Diversity, and Inclusion (EDI) Committee monitors outcomes and prepares annual progress reports.
- Department Heads ensure that recruitment panels and admission boards follow inclusive principles.

4. Planned Actions for Recruitment

4.1 Students

- **Inclusive Admissions Campaigns:** Develop outreach programs in secondary schools across Azerbaijan, particularly in rural or low-income regions, to raise awareness about ASOIU opportunities and scholarships.
- **Targeted Scholarships:** Offer special scholarships or tuition waivers for under-represented groups (e.g., female students in STEM, students with disabilities).
- **Accessible Application Process:** Simplify online and in-person application procedures with language accessibility and support for applicants with disabilities.
- **Bridging and Preparatory Programs:** Provide foundation or preparatory courses to help students from disadvantaged educational backgrounds transition successfully into university life.
- **Data Monitoring:** Collect and review annual data on applicant demographics, admission rates, and student retention by gender, region, and socio-economic status.

4.2 Academic and Administrative Staff

- Inclusive Job Advertising: All job postings must use inclusive language and be shared on diverse platforms (including those accessible to under-represented groups).
- Balanced Recruitment Panels: Selection committees must be gender-balanced and trained in unconscious bias and inclusive recruitment.
- Diverse Talent Pool Development: Proactively identify and encourage applications from qualified candidates in under-represented groups through professional networks and partnerships.
- Equal Opportunity Statements: Include clear EDI statements in all job descriptions and university advertisements.
- Mentorship and Career Development: Establish internal mentorship programs for young female faculty, early-career researchers, and international staff.
- Positive Action Measures: Where under-representation is evident, ASOIU may apply legally permissible positive action mechanisms to achieve balance (e.g., prioritizing equally qualified candidates from minority backgrounds).

5. Retention and Progression

- Inclusive Workplace Culture: Promote respect, dignity, and cultural sensitivity in all departments through training and awareness sessions.
- Flexible Work Arrangements: Support faculty and staff with caring responsibilities or disabilities through flexible or hybrid work options.
- Professional Development: Ensure equal access to promotions, training, and international mobility programs for all staff categories.
- Support Networks: Establish staff and student affinity groups (e.g., Women in Engineering, Accessibility Support Network).

6. Training and Awareness

- **Mandatory Training:** All hiring and admissions committee members must complete annual training on inclusive recruitment and unconscious bias.
- **Awareness Campaigns:** Conduct campus-wide communication campaigns to highlight success stories of diverse recruitment and representation.
- **Capacity Building:** Collaborate with international partners workshops and benchmarking on EDI best practices.

7. Data Monitoring and Evaluation

- Annual reporting of diversity statistics in recruitment, admissions, and promotions.
- Regular Equality Impact Assessments (EIAs) for all major policy or recruitment decisions.
- Public disclosure of progress indicators through ASOIU's sustainability website.
- Continuous review and update of recruitment practices based on collected evidence.

8. Key Performance Indicators (KPIs)

Area	KPI	Target (2025–2027)
Student recruitment	% of students from rural/low-income backgrounds	+10% increase
Staff training	% of HR/recruitment personnel trained in EDI	100%
Disability inclusion	Accessibility improvements in recruitment/admission platforms	Full compliance

9. Implementation and Reporting Timeline

Year	Action Focus	Responsible Unit
2025	Launch of inclusive recruitment toolkit; training of admission & HR committees	EDI Committee, HR Dept
2026	Expansion of outreach to regional schools; mentoring program for female academics	Student Affairs, HR
2027	EDI annual review and external benchmarking with EU/UK partner universities	Rectorate, Sustainability Office

10. Commitment Statement

ASOIU reaffirms its institutional commitment to equality, diversity and inclusion across all areas of activity. Recruitment and admission practices will actively identify, attract, and support under-represented groups, ensuring that every member of our academic community can thrive, contribute, and succeed.