

In the name of the Creator of Meaning



General Guide to Registration and Applicant Admission

Mobile Health Congress Capacity-Building Course – Shiraz 2027

Education Department, Mobile Health Congress – Shiraz 2027

1. About the Course

The Mobile Health Congress Capacity-Building Course has been designed to identify, educate, and develop the capacities of students interested in health, technology, innovation, and digital health.

The course aims to provide students with an opportunity not only to become familiar with emerging concepts and technologies related to health, but also to develop their capabilities in problem identification, problem-solving, teamwork, ideation, design, and the development of health-oriented solutions.

The primary approach of the course goes beyond theoretical education. Participants are encouraged to apply their learning through problem-based activities, hands-on experiences, projects, and interdisciplinary collaboration.

Throughout the admission process, applicants are evaluated based on their experiences, learning journey, background, competencies, motivation, participation, and growth potential. The evaluation is not based solely on a single experience or individual metric.

2. Who Is This Course For?

This course is designed for students from **all academic disciplines** who are interested in health, technology, innovation, and the development of novel solutions.

Classes will be held in person; therefore, the course is intended for students who are able to attend the sessions in person.

Given the interdisciplinary nature of the Health and Technology Congress, having a specific academic background is not an exclusive requirement for registration. Students from different disciplines may participate in the admission process based on their interests, experience, competencies, and growth potential.

In general, applicants with experience or interest in one or more of the following areas are encouraged to apply:

• Health and Technology • Digital Health and Mobile Health • Artificial Intelligence and Its Applications in Healthcare • Data and Data Analytics • Research and Scientific Activities • Programming and Technology Ideation and Problem-Solving • Design and Development of Health Products and Tools Innovation • Educational Activities and Scientific Content Creation • Executive and Project-Based Activities Teamwork and Interdisciplinary Activities • Student and Professional Responsibilities • Social, Voluntary, and Community-Oriented Activities

Experience in all of these areas is not required.

3. General Registration Requirements

Registration for the course is open to applicants who, at the time of registration, are students at a university or higher education institution

Applicants must provide accurate and verifiable information and submit the required documents and supporting evidence within the specified timeframe.

Required general documents include:

- Personal photograph
- Valid student ID card
- Image of the first page of the birth certificate or National ID card
- Completed CV in the specified format
- Supporting documents and evidence related to the experiences and achievements listed in the CV

Submitting an application does not constitute admission to the course. Final admission will take place after completion of the designated evaluation stages.

4. What Will You Learn During the Course?

The educational content of the course will be developed around topics related to **health, technology, innovation, and the scientific themes of the Mobile Health Congress.**

The goal of the course is not merely to transfer information. Instead, learning will be combined with practical, problem-based, project-based, and team activities, enabling participants to apply their knowledge to real-world challenges and develop competencies related to health and technology.

The combination and scheduling of educational topics will be determined based on the course implementation plan and the approved programs of the Congress.

5. What Is the Overall Admission Process?

The admission process generally consists of the following stages:

1. Submitting an application and completing the initial information
2. Submitting the CV and required supporting documents
3. Review and evaluation of the applicant's background and application file
4. Inviting selected applicants to the additional assessment stage
5. Interview and additional assessments
6. Reviewing the results and determining the admitted applicants
7. Beginning the Capacity-Building Course for admitted applicants

6. How to Register and Submit Your Background

Registration and information submission will be completed through the official Google Form for the course. (<https://forms.gle/1334beMaDxpTUVJz7>)

Applicants must complete the required information in the Google Form and prepare and submit their CV exclusively using the standard template provided in Appendix 1 of this guide.

Download the Word file – Appendix 1 CV Template: <https://mhealth2027.sums.ac.ir/fa/files.php?rid=20>

Only CVs submitted using the format specified in Appendix 1 will be considered for the review and evaluation of the applicant's file.

After completing the Google Form, applicants must submit their CV and required information, in accordance with the form's instructions, to the Telegram ID displayed at the end of the Google Form in order to finalize and confirm their registration.

Therefore, completing the form alone does not finalize the registration process; applicants must also complete the final steps specified at the end of the form.

7. How Are Applicants Evaluated?

To ensure a balanced evaluation, admission is not based solely on GPA, the number of certificates, or the length of the CV.

The overall admission structure is as follows:

50% of the final evaluation is based on the applicant's background, experiences, and supporting evidence.

50% is based on the interview and additional assessments.

The purpose of this structure is to consider both the applicant's previous experiences and activities, as well as their current competencies, motivation, thinking and analytical abilities, decision-making, interaction, and readiness.

Therefore, having a strong CV alone does not guarantee admission, and having a less extensive CV does not, by itself, mean that an applicant will be excluded.

8. What Does the Applicant's Background File Include?

The applicant's background is evaluated across six main areas:

Area 1: Relevant Academic and Learning Experience — up to 10 points

Area 2: Research and Academic Experience — up to 10 points

Area 3: Practical and Project Experience — up to 10 points

Area 4: Health, Technology, and Innovation Experience — up to 8 points

Area 5: Teamwork and Interdisciplinary Experience — up to 6 points

Area 6: Participation and Professional Responsibility — up to 6 points

Total Background File Score: 50 points

Applicants must use the CV template provided in Appendix 1 to document and categorize their experiences.

9. What Can Be Included Under Academic and Learning Experience?

This section may include any certificate, qualification, or evidence demonstrating your learning journey, skill development, and readiness to enter relevant fields.

Examples include:

- Academic transcripts or valid academic qualifications
- Educational certificates
- Certificates of participation in workshops and training programs
- Research and scientific courses
- Programming courses
- Data analytics courses
- Artificial intelligence courses
- Technology courses
- Digital health courses
- Health and technology-related courses
- Teaching or teaching-assistant certificates
- Educational content samples
- Teaching experience or ongoing educational activities
- Documented self-directed learning
- Skills for which you have a portfolio or tangible output

If you have completed a course through self-directed learning but do not have an official certificate, you may still include it if you have a portfolio, project, tangible output, or other verifiable evidence.

In the evaluation process, **unsupported claims without verifiable documentation or evidence will not be considered** sufficiently credible. The more well-documented, precise, and outcome-oriented an experience is, the more accurately it can be evaluated.

For each experience, specify **the activity title, your role, timeframe, outcome, and relevant supporting documentation**, whenever possible.

10. What Can Be Included Under Research and Academic Experience?

If you have participated in research or academic activities, include the relevant experiences in your application file.

Examples include:

Published articles • Accepted articles • Manuscripts under peer review • Conference abstracts • Poster presentations • Oral presentations • Research projects • Participation in research studies • Data collection experience • Data analysis experience • Qualitative or quantitative studies • Systematic reviews • Meta-analyses • Other structured research activities • Peer review of articles or abstracts • Research diplomas/certificates • Research proposal writing courses • Academic/scientific writing courses • Thesis-writing courses • Statistics courses • Research software training • Experience working with research databases • Authorship, translation, or compilation of relevant books or book chapters

Published articles are not the only criterion for research experience.

If you have played an active role in a research project, collected or analyzed data, contributed to study design, or gained specific methodological experience, include it—even if it has not yet resulted in a published article.

In this section as well, evaluation is based on **verifiable evidence and tangible outcomes**. Claims without supporting documentation or verifiable evidence will not provide a reliable basis for evaluation.

11. What Can Be Included Under Practical and Project Experience?

Any experience demonstrating that you have personally carried out an activity or played an active role in implementing a project may be included in this section.

Examples include:

Activities in healthcare settings • Experience in hospitals or healthcare centers • Participation in organizing congresses and seminars • Conducting workshops • Organizing or implementing educational programs • Designing and implementing student projects • Executive activities within committees • Relevant professional experience • Teaching-assistant experience • Designing posters and scientific content • Software or technology projects • Health-oriented projects • Participation in scientific, educational, or executive programs • Designing or organizing events • Collaboration on problem-based activities

If you were a team member on a project, mention it.

If you played a role in the design, planning, or management of the project, specify that role.

If the project led to a specific product, program, event, tool, report, or outcome, describe that output as well.

A record that states only a title, without a genuine role, timing, result, or verifiable evidence, will carry far less evaluative value than one that is documented and output-oriented.

12. What can be recorded in the Health, Technology, and Innovation section?

This section covers experiences, skills, and activities that sit at the intersection of health, technology, and innovation.

Examples include:

• Digital health • Mobile health (mHealth) • Artificial intelligence • Machine learning • Health informatics • Health information • Bioinformatics • Programming • Data analysis and statistical software • Application design • Digital tool design • Virtual reality and XR • Educational technologies • Health software projects • Hackathons and innovation events • Scientific and technology festivals • Ideation and problem-solving • Tool or system design • Digital content production • Patents and inventions • Product development • Medical Internet of Things (IoMT) • Health gadgets and technologies • Data-related technologies and data protection • Specialized software and technology courses

If you possess a skill that has led to a project, a work sample, or a product, please provide that sample to the extent possible.

Evidence of general skills alone is not considered proof of specialized experience in this area; however, skills with a clear scientific, research, educational, health-related, or technological application may be submitted and reviewed.

Bare claims without a work sample, output, or verifiable evidence do not constitute a reliable basis for specialized evaluation.

13. What can be recorded in the Teamwork and Interdisciplinary Activity section?

If you have participated in group or interdisciplinary activities, do not merely state your membership; specify, as far as possible, your role and level of involvement.

Examples include:

• Scientific associations • Student Research Committee • Education Development Committees • Scientific, cultural, artistic, literary, Quranic, or sports clubs • Student organizations • Student publications • Central councils

- Executive teams • Group projects • Inter-faculty activities • Inter-university activities • Interdisciplinary projects
- Research teams • Technology teams • Innovation and problem-solving teams

If you were simply a member of a group, state that; but if you held a responsibility, engaged in continuous activity, ran a program, or made a genuine contribution, describe your role as well.

In this section, “membership” is not the same as “genuine, sustained activity”.

14. What can be recorded in the Participation and Professional Responsibility section?

If you have held a responsibility or carried out an activity that demonstrates commitment, follow-through, accountability, social participation, or the capacity to manage and advance activities, record it here.

Examples include:

Serving as secretary of a committee or association • Executive responsibility • Scientific responsibility • Educational responsibility • Public relations • Human resources • Membership on a founding board or board of directors • Management of an organization or project • Mentoring or educational support activity • Charitable activity • Volunteer activity • Social activity • Service during crisis situations • Harm-reduction activities • Health education and culture-building activities • Social entrepreneurship • Community empowerment • Official commendations • Exemplary student status • “Brilliant Talent” (Este'dad Derakhshan) status • Credible scientific, cultural, artistic, or sports rankings • Placement in reputable competitions and olympiads • Authoring a book or scientific work • Translating or compiling a book • Patents or inventions • Festival awards • Other notable scientific, cultural, social, or professional achievements

In volunteer and social activities, quality, continuity, and the genuine extent of participation also matter.

In this area as well, the more a record has a clearly defined role, **real output**, and **reviewable documentation**, the more precisely it can be evaluated.

15. What documentation can be submitted in support of a record?

Depending on the nature of each activity, supporting documentation may include:

Certificates • Letters of commendation • Official letters • A letter from the project supervisor • A link to a published article or work • The article or report file • A link to the product or project • Work samples • Activity reports • Presentation files • Images or samples of output • A link to an official page or platform • Other reviewable evidence

The key principle is that every claim made in the resume should, as far as possible, be accompanied by a **document, file, link, work sample, or other verifiable evidence**.

Bare, vague, or unverifiable claims will not carry the credibility required to be relied upon in the evaluation of the file.

The more documented, precise, and output-oriented a record is, the more accurately it can be evaluated.

16. What should we do if we have several documents for a single activity?

If you have multiple pieces of evidence for one activity, you may submit the related documents together.

For example, for a single project the following might exist:

- A certificate of participation or collaboration
- A project report
- A link to the product
- A presentation file
- The article or final report
- An image of the output
- A confirmation letter from the project supervisor

That said, please refrain from submitting duplicate files or documents unrelated to the activity in question.

The purpose of providing documentation is to allow more precise review of the claims made and better understanding of the applicant's actual role.

17. Attention to the applicant's path and growth potential

Review of the file is not limited to the number of records; **the quality, relevance, genuine role, output, and documentation of the activities** are also taken into account.

Alongside the record of experience, information the applicant provides during registration about their learning path, motivation, and areas of interest may also be taken into account for a better understanding of the file.

This information is not calculated as an independent score for the file, but it may be used in gaining a better understanding of the applicant and in deciding on invitations to the supplementary evaluation stage , particularly in cases where the file requires further review.

Applicants are therefore encouraged, in addition to accurately recording their experience, to provide a genuine and clear account of their learning path and motivation for participating in the course.

18. What is the supplementary evaluation?

After the files have been reviewed, a portion of the applicants will be invited to the supplementary evaluation stage.

The purpose of this stage is to examine aspects of an applicant's capability that cannot be observed solely through documents and past records.

At this stage, the following may be used:

- Interview
- Questions related to experience and motivation
- Assessment of analytical and decision-making approach
- Assessment of responses to different situations
- Assessment of how experiences are expressed and explained
- Additional activities or assessments related to the course objectives

This stage, together with the review of records, will play a role in determining the final admission outcome.

19. Should we study any particular material for the supplementary evaluation stage?

No.

The purpose of the supplementary evaluation stage is not simply to test memorized information or the ability to give pre-prepared answers.

It is suggested that the applicant:

- Review their own real experiences;
- Have sufficient information about the activities recorded in their file;
- Be able to explain their role in projects and activities;
- Reflect on their interests and motivation for participating in the course;
- Be familiar with their successful and unsuccessful experiences and the lessons learned from them;
- Be able to speak about their learning path and intended future direction.

An honest answer grounded in genuine experience is more valuable than clichéd, memorized responses.

20. What if we don't have much experience, or have no experience in certain areas?

It is not necessary for an applicant to have experience in every axis of the file.

One applicant's strength may lie in research, another may have more experience in technology, and yet another may have more experience in executive, team, educational, or social activities.

Therefore, if you have experience in one or more areas, record it fully, accurately, and with documentation; and if you lack experience in certain areas, there is no need to fabricate a record or exaggerate.

The evaluation process seeks to take into account the applicant's full range of experiences, abilities, and growth potential.

The more precise, documented, and output-oriented a record is, the more accurately it can be reviewed and evaluated.

It is important that the applicant present their genuine record stating the title, role, timing, description, and relevant evidence and refrain from attributing others' activities to themselves or making unverifiable claims.

21. Admission Timeline

Registration and submission of records:

August 23 – September 1

Review of records:

September 1 – 11

Announcement of preliminary results based on records:

September 12

Interview and supplementary evaluation:

September 13 – 20

Announcement of final results:

September 22

Start of the empowerment course:

late September / October

Operational information for each stage will be announced and followed up through the course's official channels.

22. Contact Information

Information channel:

Bale: <https://ble.ir/mHealth7th>

Telegram: <https://t.me/mHealth7th>

Registration form:

<https://forms.gle/1334beMaDxpTUVJz7>

Official and final information regarding scheduling, registration procedure, capacity, and operational stages will be announced only through the course's official channels.

23. Closing Remarks

The aim of this course is to identify and develop the capacity of students who can learn, identify problems, gain experience, collaborate with others, and grow in the process of developing health-oriented solutions within the field of health and technology.

In the registration process, each applicant is encouraged to present their genuine path fully, honestly, and with supporting documentation.

The more precise, documented, and output-oriented a record is presented, the better it can be understood and evaluated.

The goal of this process is a genuine understanding of the applicants' abilities, experiences, and capacities.

Appendix 1

Resume Format and Record of Applicant Experience

Link to download the Appendix 1 Word file: <https://mhealth2027.sums.ac.ir/fa/files.php?rid=20>

Applicants must complete and submit their records and documentation solely in the standard resume format provided in Appendix 1.

Resumes that do not follow the announced format may not be usable for a complete review of the file, if they cannot be matched to the required structure.

The resume format includes the six main axes of the file's records, and the applicant must record their activities stating the title, type of activity, timing, actual role, description of the action, output, and the relevant evidence or documentation.

Education Department – Student Committee of the Mobile Health Congress, Shiraz – 2027