

Regulations for “Study Abroad Experience Certificate”

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1. Target Group / Conditions for Participation

All exchange students that are registered at the University of Augsburg can participate in obtaining a certificate. Exchange students are the following:

- ERASMUS – Students
- Students from Partner or Cooperating Universities
- Freemover- Students, whom are independent from cooperation contracts for a certain period of time and whom have not yet earned a Degree at the University of Augsburg

Exchange students can attain a certificate as long as the necessary points are earned within their stay at the University.

There is no background knowledge required in order to take part in the certificate.

2. Goal / Purpose of the Certificate

The Goal of the Certificate is to integrate foreign students and to teach them intercultural “soft skills”.

Integration is defined as the equalization of students whatever their origin. The introduction into the German is, at least for the journey of their stay, made easier. Attaining intercultural “soft skills” plays an important role in skill development in the intercultural area.

3. Program Duration

The events and activities must be completed within two semesters

In order to earn the certificate, the confirmations of points as well as the record book have to be handed in BEFORE the return journey back to their home country.

4. Certificate Registration / De-Registration

Registration can be done online or via the International Office's webpage or personally in the International Office. ERASMUS – Students should please contact Ms. Nicole Hommen. Other exchange and Freemover students should report to Ms. Birgit Kirchner (see #11 for details).

Registration / De-Registration is possible at any time.

Before registration students have the opportunity to hand in written confirmations of earned points / participation confirmations.

5. Program Summary

The certificate is made up of four components:

1. Communication and Study Organization
2. Experience Abroad
3. Extracurricular Involvement at the University of Augsburg
4. Further Education in relation to International Affairs

There are many different events and activities to take part in, in order to achieve the necessary amount of points. In further detail:

Component	Activity / Event
Communication and Study Organization	Language course in a modern foreign Language at the University of Augsburg that is not directly related to area of study Language-Tandem (every language) Initiation and supervision of Study Groups Participation in a Study group German as a Foreign Language Course during study at UA that are above and beyond necessary knowledge of German German language refresher course (before begin of the Wintersemester) Rhetoric Workshop

	<p>Academic Writing Course</p> <p>Workshop: Study Consultation Workshop/ Study Organization / Test Management</p>
Experience Abroad	<p>Report about studying in Germany (at least 4 pages), Mandatory activity</p> <p>Practical experience on the German job market</p>
Extracurricular Involvement at UA	<p>Involvement in a University Group such as AStA</p> <p>Active participation in International Day</p> <p>Attendance of an Excursion for Foreign and German Students</p> <p>Preparation of Outgoing Students</p> <p>Assisting the International Office with Foreign Student-related Projects</p>
Further Education in relation to International Affairs	<p>Attendance of Introduction Day</p> <p>Job Application Training / Job Preparation Courses</p> <p>Intercultural Communication Workshop</p> <p>Attendance of a Cultural Evening ("Länderabend")</p> <p>Active Organization of a Cultural Evening</p> <p>Attendance of a Lecture with International Reference</p> <p>Attendance of the Lecture "Deutsche Kultur aus interkultureller Perspektive / German culture from an intercultural perspective"</p> <p>Presentation of UA at a foreign University or School</p>

6. Requirements

15 points in all four Components are required in order to earn a certificate. Attached to this is information about how many points for each event that will be given.

One mandatory activity is the report about studying in Germany (at least 4 pages). All other events and activities are completely voluntary.

7. Proof of Required Achievements

The proof of completed events is specified so they can be recognized. The accepted type of proof is specified in the attachment.

8. Negligence, Deception, Violation of Certificate Regulations

The certificate is not valid, if the student is not able to attain 60 points by the end of their stay at UA.

If the student tries to falsify any necessary documents, he/ she will be excluded from taking part in earning the certificate.

9. Certificate

If the student has earned the necessary 60 points, submits the record book and can be confirmed by the International Office, the certificate will be granted. This demonstrates the following information:

- List of completed activities
- Number of earned points
- Time period in which the certificate was earned
- Information about the context and goals of the certificate

The certificate will be signed by the directors of the International Office and both of the certificate's coordinators.

10. Project Coordination

Contact person for ERASMUS-Students:

Frau Nicole Hommen
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Tel. + 49 821 / 598-5647

Visiting hours:

Mo., Tue., Thur. 9 - 12 a.m.

Wed. 2 - 4 p.m.

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Contact person for exchange students outside of ERASMUS and Freemover:

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Tue. 2 - 4 p.m.

Thur. 10 - 12 a.m.

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