

Partner universities of the Bonn-Rhein-Sieg University of Applied Sciences

Updated August 2008

I wish to spend the next winter semester at one of our partner universities.
How do I apply?

Students who are interested in spending at least one semester at one of our partner universities can get more information at the events organised by the various departments. Various study / work placements abroad are available, to be taken after completion of the Grundstudium (the first few semesters of general education in your subject).

N.B. Special rules apply to Pfeiffer University, the CCU and Murdoch University for students from the Department of Business Administration*, as well as for Biology and Computer Science students**.

These events are organised in collaboration with the International Office. You can also get all the information you need, including advice on grants and scholarships, in the International Office itself (rooms E049 and E050). Placements are limited, and usually begin in the winter semester, so application forms must be given to the International Office by 15th January of the year in which you wish to begin your placement. See below for exceptions and points to note.

Documents required for your application:

- CV with photograph and e-mail address
- Evidence of your achievements at university so far (official list of grades)
- Covering letter: your reasons for wanting to study abroad
- The name of your mentor at the Bonn-Rhein-Sieg University of Applied Sciences
- For Business Administration students in Department 01: please enclose your provisional list of modules only if you are applying to **one particular university**. If you are applying to **several universities**, either within one country or in several different countries (e.g. Ireland, USA, Australia), you should not send this until you know where you are going.

(Please do not put your documents in a folder. Put them all in a **single** transparent plastic sleeve. Students wishing to take lectures in English at the partner university should write their CV and covering letter in English.)

We will let you know well in advance by e-mail whether you have got a placement, and of any formalities that still need to be carried out.

Exceptions and points to note:

* The deadline for applications for Pfeiffer University is 15th November; for Coastal Carolina University, 15th January (deadlines decided by the departments in question). These universities only require an ITP-TOEFL qualification from those aiming for a double degree. To be eligible for the Pfeiffer University's MBA programme you must have successfully completed your Grundstudium, as well as one specialist module whose results must be out by March or April at the latest. Special conditions apply to students from the Department of Business Administration in Rheinbach or Sankt Augustin wishing to study at Murdoch University. The deadline is 15th January for placements starting in July of the same year, and 15th October for placements starting in February of the following year.

** Applications from Biology students must be handed in by 15th November of the previous year (Pre-selection forms should have been handed in to your faculty by 15th July). Computer Science students will be sent details of their deadlines by e-mail.

The ITP-TOEFL qualification will also be required for placements at Keele University.