

Application documents and deadlines for a semester abroad overseas

Application Documents

1. **Registration in Mobility-Online**
Exchange Program: Overseas Student Exchange
2. **Upload of the following documents:**
 - ☐ **Passport Photo**
 - ☐ **Valid certificate of enrollment**
 - ☐ **Transcript of Records** (HIS-Portal „**Compendium of all Achievements**“ with all 'passed' and 'failed' achievements) in English
 - ☐ **Resume/CV in English**
 - ☐ **Questions about the motivation for your application** (details on page 6 and in Mobility Online).
 - ☐ **DAAD – Language Certificate** (Details on page 7)
A **TOEFL** or **IELTS** test is required for these countries/universities (please register for the TOEFL or IELTS test **at least 3 months before** the deadline!)
USA/Canada – **TOEFL** min. 86 Points, **IELTS** min. 6.5 Points
SKKU Business Majors – **TOEFL** min. 80 Points, **IELTS** min. 6.0 Points
Kindai – **TOEFL** min. 61 Points, **IELTS** min. 6.0 Points
 - ☐ **Letter of Recommendation.** This must be issued by a lecturer / professor (but not a lecturer for languages)
 - ☐ **Course List** (please enter the courses you would like to attend at the partner university, please at least 4).
 - ☐ **Copy of passport.** Valid for up to three months after your return.
 - ☐ **Signed data protection agreement**
 - ☐ **Signed application form**

Questions? Uncertainties?

Ruth Conrads | International Office |

Phone: +49 (0)69 1533 3843 | E-Mail: overseas@io.fra-uas.de

Office Hours: Tue 13 – 15 Uhr, Thu 10 – 12 Uhr

Application Deadlines Semester Abroad

Please make sure to submit your complete application on time!

For the Summer Term 2025:

Africa:
Asia/Oceania:
South/Central America: } until **30.06.2024**

For the Winter Term 2025/26:

Africa:
Asia/Oceania:
South/Central America: } until **15.01.2025**

Only one application deadline per year for these countries:

Australia: until **01.06.2024** (For ST 25 und WT 25/26)
USA/Canada: until **15.11.2024** (For WT 25/26 und ST 26)*

* In North America the Summer Term (there Spring Term) already starts in January/February

Application documents and deadlines for the State to State Programs

Programs:

- [Hesse-Queensland \(Australia\)](#)
- [Hesse-Wisconsin \(USA\)](#)
- [Hesse-Massachusetts \(USA\)](#)

Program Benefits (amongst other things):

- Tuition-free study for one semester (Queensland/Massachusetts/Wisconsin)
- Pre-Departure Meeting
- Alumni Meeting

Application Requirements (amongst other things):

- very good academic performance
- very good English skills
- at least 3 completed semesters (at the time of departure)

Detailed testimonials and more info at:

- www.queensland.hessen.de
- www.wisconsin.hessen.de
- www.massachusetts.hessen.de

Application documents and requirements can be found on the respective program homepage:

- Application form
- Letter of motivation (English)
- CV (English)
- Certificates of achievement (English)
- Letter of recommendation from a university teacher with a doctorate degree (English)
- List of proposed courses
- English language certificate

Please apply via **Mobility-Online** and select the appropriate exchange program.

Questions? Uncertainties?

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International Office
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Application Deadlines:

Applications are accepted once a year:

- **Hesse-Wisconsin and Hesse-Massachusetts:**
Application deadline **15.11.2024** for the WT 2025/26 und ST 2026
- **Hesse-Queensland:**
Application Deadline **01.06.2024** for the ST 2025 and WT 2025/26



Semester Dates of the Partner Universities

For the exact dates, please do your own research on the websites of the partner universities!

Country	University	Semester	Country	University	Semester
Argentina	Universidad Católica de Córdoba	1. Semester – End February ~ July 2. Semester – End July ~ December	Chile	Universidad del Bío-Bío	Fall – July ~ December Spring – March ~ July
Australia	Deakin Univesity With tuition fees	Trimester 1 – March ~ June Trimester 2 – July ~ October Trimester 3 – November ~ February		Universidad Técnica Federico Santa María	Fall – End July ~ Mid December Spring – End March ~ July
	Griffith University	Trimester 1 – March ~ May Trimester 2 – July ~ October Trimester 3 – End October ~ January	China	JUFE, Nanchang	Fall – September ~ January Spring – February/March ~ June/July
With tuition fees	Monash University	Fall – July ~ November Spring – February ~ June		Sanda University, Shanghai	Fall – Mid September ~ Mid January Spring – March ~ July
With tuition fees	University of Technology Sydney	Fall – July ~ November Spring – March ~ July		ZUEL, Wuhan	Fall – October ~ November Spring – March ~ June
With tuition fees	University of Sunshine Coast	Fall – July ~ November Spring – February ~ June	Costa Rica	Tecnológico de Costa Rica	Fall – July ~ December Spring – February ~ June
With tuition fees	Victoria University Melbourne	Fall – July ~ November Spring – February ~ June	Ecuador	Universidad Politécnica Salesiana	Fall – End September ~ Mid December Spring – End March ~ July
With tuition fees	Victoria University, Melbourne (Business)	Trimester 1 – March ~ June Trimester 2 – July ~ October Trimester 3 – November ~ February	Ghana	Kwame Nkrumah University	Fall – September ~ Mid December Spring – January ~ Mid May
Brasil	PUC PR	Fall – July ~ December Spring – Mid February ~ July	India	Assam Don Bosco University	Fall – Mid July ~ Mid December Spring – Mid January ~ Mid June
	Universidade Federal do ABC, Sao Paulo	Fall – August ~ November Spring – February ~ June		Pondicherry University	Fall – August ~ December Spring - Mid December ~ End May
	PUC RS	Fall – March ~ July Spring – August ~ December	Indonesia	ITS Surabaya	Fall – August ~ December Spring – February ~ May
	PUC Rio	Fall - Mid Aug ~ Mid Dec Spring - March ~ Mid July	Israel	Sapir College	Fall – Mid October ~ End January Spring – March ~ End June
Cayman Islands	University College of Cayman Islands	Fall – End August ~ Mid December Spring – Mid January ~ April		Reichman University	Fall - End Oct ~ End Jan Spring - Mid Mar ~ End June
Chile	Duo UC, Santiago	Fall – August ~ December Spring – March ~ July	Japan	J.F. Oberlin	Fall – Mid September ~ January Spring – April ~ August
				Kanagawa University	Fall – September ~ January Spring – April ~ July
			TOEFL or IELTS	Kindai University	Fall – September ~ February Spring – April ~ August

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Country	University	Semester	Country	University	Semester		
Japan	Osaka University	Fall – October ~ Mid December	Mexico	Universidad Regiomontana	Fall – September ~ December		
		Spring – April ~ Mid June			Spring – January ~ April		
Only in Japanese	Waseda University	Fall – September ~ February			Universidad Anáhuac Cancún	Summer – May ~ August	
		Spring – End March ~ August				Fall - August ~ December	
	Shibaura Institute of Technology	Fall – End September ~ End January	Namibia	Namibia University of Science and Technology		Spring - January ~ May	
		Spring – Mid April ~ End July				Fall – July ~ November	
Jordan	German Jordan University	Fall – September ~ January				University of Namibia	Spring – February ~ June
		Spring – February ~ June					Fall – July ~ December
Canada	OntarioTech University	Fall – September ~ December	New Zealand	Nelson Marlborough Institute of Technology			Spring – February ~ June
		Winter – January ~ April					Fall – July ~ November
No exchange spots available	Toronto Metropolitan – Ted Rogers School	Fall – September ~ December			Both with tuition fees	University of Otago	Spring – February ~ August
		Winter – January ~ May					Fall – July ~ November
With tuition fees	British Columbia Institute of Technology	Fall – September ~ December	Oman, Contract expired	Sultan Qaboos University			Spring – February ~ June
		Winter – January ~ May					Fall – End August ~ December
Columbia	Universidad del Norte	Fall – July ~ November			Peru	Pontificia Universidad Catolica del Peru	Spring – Mid January ~ May
		Fall – January ~ June					Fall – Mid August ~ Mid December
	Universidad EIA	Fall – Mid July ~ November		Universidad ESAN – School of Business			Spring – Mid March ~ Mid July
		Spring – Mid January ~ June					Fall – August ~ December
	Universidad Piloto de Colombia	Fall – August ~ December			Russia	Plekhanov Russian University	Spring – March ~ July
		Spring – February ~ June					Fall – September ~ End January
Malaysia	Universiti Kebangsaan	Fall – September ~ January	Both not possible at tha moment	The Bonch-Bruevich St. Petersburg University			Spring – February ~ End July
		Spring – February ~ June					Fall –
	Universiti Teknologi MARA (UiTM)	Fall – September ~ January			South Africa with tuition fees	University of Cape Town (nur FB2)	Spring –
		Spring – March ~ July					Fall – July ~ November
Mexico	Technologico de Monterrey	Fall – August ~ December		University of Western Cape			Spring – February ~ June
		Spring – February ~ June					Fall – July ~ End November
	Universidad Autonoma del Estado de Mexico	Fall – August ~ December			South Korea	Ewha Womans University	Spring – February ~ End June
		Spring – February ~ June					Fall – September ~ December
	Universidad de Guanajuato	Fall – August ~ Mid December	TOEFL or IELTS for Business	Sungkyunkwan University			Spring – March ~ July
		Spring – Mid January ~ Mid June					Fall – End August ~ December
							Spring – Mid February ~ June

Semester Dates of the Partner Universities

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Country	University	Semester
South Korea	Konkuk University	Fall – September ~ December
		Spring – March ~ June
	Hanyang University ERICA Campus	Fall – September ~ Mid December
		Spring – March ~ Mid June
	Pusan National University, Busan	Fall – September ~ Mid December
		Spring – March ~ Mid June
Taiwan	Dong-A University, Busan	Fall – September ~ Mid December
		Spring – March ~ Mid June
	Keimyung University, Deagu	Fall – September ~ Mid December
		Spring – March ~ Mid June
	Taiwan Tech	Fall – Mid September ~ January
		Spring – Mid February ~ June
Thailand	National Changhua University	Fall – Mid September ~ Mid Januar
		Spring – End February ~ End June
	YuanZe University	Fall – August ~ January
		Spring – February ~ June
	National Taipei University	Fall - September ~ Mid January
		Spring - March ~ Mid June
Uganda	King Mongkut's Institute Ladkrabang	Fall – August ~ Mid December
		Spring – January ~ Mid May
USA	Ramkhamhaeng University	Fall – July ~ November
		Spring – December ~ April
Uganda	Makerere University	Fall – Mid August ~ December
		Spring – Mid January ~ May
USA	California State, Bakersfield	Fall – Mid August ~ Mid December
		Spring – Mid January ~ Mid May

Country	University	Semester
With tuition fees	California State, Los Angeles	Fall – September ~ Mid December
		Spring – Mid January ~ Mid May
With tuition fees	California State, Monterey Bay	Fall – Mid August ~ Mid December
		Spring – Mid January ~ Mid May
With tuition fees	San Francisco State University	Fall – August ~ Mid December
		Spring – January ~ End May
With tuition fees	Westcliff University	
With tuition fees	Massachuettes, Dartmouth	Fall – September ~ Mid December
		Spring – Mid January ~ May
No exchange possible at the moment	University of New Orleans	Fall – Mid August ~ Mid December
		Spring – Mid January ~ Mid May
	Wisconsin, La Crosse	Fall – Mid August ~ Mid December
		Spring – Mid January ~ Mid May
	Wisconsin, Whitewater	Fall – September ~ Mid December
		Spring – Mid January ~ Mid May
Vietnam	DaNang University	Fall – Mid August ~ December
		Spring – End December ~ Mid June
	Vietnamese-German University	Fall – September ~ December/January
		Spring – February ~ June/July

How to ...

An important part of the application is answering the following questions about your motivation for a semester abroad. Even if you don't have very good grades during your studies, this offers you the opportunity to present your motivation and qualifications for a semester abroad in a structured way. We want to get to know you as a person, so general statements like "I would like to improve my language skills while getting to know a different culture" or "I would like to spend a semester at a college on the beach and learn to surf" are not meaningful justifications!

Here are the **questions** and **tips on how to answer** them. Please formulate your answers in **English!**:

➤ **Why do you want to study abroad and what will you gain from it?**

Please describe your motivation for a semester abroad, as well as the professional and personal goals you want to achieve with it.

➤ **What do you think will be the main challenge while studying abroad?**

Explain a possible challenge that might await you during the semester abroad and describe how you will deal with it.

➤ **Why did you choose these particular universities?**

Please describe why you have chosen one or these particular universities. What is special about the university/ universities and why do you want to study there?

Tip: Write your answers in Word and then paste the text into Mobility Online!

DAAD-proof of language proficiency

How do I get a language certificate for a stay abroad?

✓ Requirement

- You are enrolled at the Frankfurt UAS
- You need proof of your language skills in English, French or Spanish - or in another of the languages taught at the FSZ

① Useful Information

- Have you already attended a course in the desired language at the Fachsprachenzentrum (FSZ)? You will then receive your certificate.
- In all other cases you have to take a language test. This costs EUR 30.00
- The language certificate comprises a written and an oral part.

In both cases you have to register online.

- The procedure takes at least 2 weeks. So register in time!

✍ How do I register?

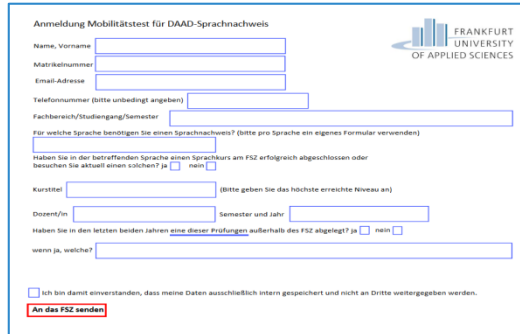
Step 1:

Visit the **website** of the Fachsprachenzentrums (FSZ):

<https://www.frankfurt-university.de/en/about-us/facilities-and-services/language-center/examinations-and-certificates/daad-language-certificate/>

Step 2:

Fill out the **PDF-Registration Form** and send it per E-Mail to the FSZ office.



The screenshot shows the 'Anmeldung Mobilitätstest für DAAD-Sprachnachweis' form. It includes fields for Name, Vorname, Matrikelnummer, Email-Adresse, and Telefonnummer. There are checkboxes for 'Haben Sie in der betreffenden Sprache einen Sprachkurs am FSZ erfolgreich abgeschlossen oder besuchen Sie aktuell einen solchen?' and 'Haben Sie in den letzten beiden Jahren eine dieser Prüfungen außerhalb des FSZ abgelegt?'. A red box at the bottom says 'An das FSZ senden'.

You will receive an email from the FSZ. This will provide you with information on how to proceed, e.g. B. Dates for the written test.

Please read this information very carefully!

💬 Questions? Uncertainties?

All important information can be found on the FSZ website or in the reply emails from the FSZ.

Further information on the website of the FSZ

Financing Options

The following financing options are available, for example:

- **Savings** or family support
- **AuslandsBAFöG**
(Application at least 6 months in advance!)
- **Scholarships and Scholarship Databases:**
 - PROMOS-Scholarship (see on the right)*
 - Fulbright (USA)*
 - Stiftung des deutschen Volkes*
 - DAAD-Jahresstipendien*
 - DAAD-Stipendiendatenbank, z.B. HAW Stipendium*
 - mystipendium.de

Please **inform** and **apply** for the scholarships in good time. Application deadlines sometimes end up to **2 years before** the planned stay abroad!

- **Credits:**
 - Education loans of the KfW
 - Federal Government Education Loan Program
 - Interest-free loan from the Mainswerk

What costs will I have to pay?

A good way is to research experience reports and the websites of the partner universities!

DAAD PROMOS Scholarship**

- Partial scholarships for **study and internship stays** in non-European countries (up to 6 months).
- Students who are enrolled at the FRA-UAS can apply.
- The selection is made on the basis of qualifications, existing language skills, the basis of a letter of application and evidence of extracurricular qualifications and other commitments

Application documents for free movers and interns

- Completed and signed DAAD PROMOS application form
- Proof of study achievements
- DAAD language certificate (issued by the Fachsprachenzentrum)
- Letter of recommendation from a lecturer
- Letter of application (English; approx. 1 A4 page), please in your own words
- CV
- Erasmus + funding is possible for mandatory internships (see website)

Application documents for a stay at a partner university

- Completed and signed DAAD Promos application form
- Proof of current academic performance
- Letter of application (English; approx. 1 A4 page), please in your own words

Application deadlines (Please ensure that you submit your complete application documents in time):

- Funding period July – December 2024: 15.04.2024
- Funding period January – June 2025 : 15.11.2024

** Subject to the allocation of funds by the DAAD

* FRA-UAS Students were supported with these scholarships.

Social Engagement,

Gives you an **advantage** when applying for a job, as you stand out positively from competitors.

Buddy Program

What is already difficult for German first-year students can quickly become a challenge for international students. The International Office is therefore looking for interested students who can help the "newcomers" in the first few weeks, act as cultural mediators and, above all, as friends.

For yourself, the program offers the opportunity to **volunteer**, **make international contacts**, **improve your foreign language skills**, and prepare for or **follow up on your own stay abroad**. At the end of the semester, you can also request a **certificate** of your volunteer work.

So if you are interested in becoming a buddy, please contact:

Everybody needs
some buddy! 😊

Elisa Lange
&

Karla Hannig

(incoming.exchange@io.fra-uas.de)



The Next Steps

1. Research

- Information about partner universities (e.g. courses offered) and about the respective countries, cities and cultures
- Semester times at the partner university (these sometimes differ considerably from our semester times).
- Required language skills - attend language courses at the Technical Language Center!
- Accommodation (shared apartment, dormitory, etc.).
- Costs (living expenses, flight, insurance, visa, etc.), expatistan.de
- Application deadlines and documents at the International Office
- Application deadlines for scholarship programs (e.g. DAAD one-year scholarships)
- Prepare and submit applications for BAföG abroad
- Information on travel and security advice from the German Foreign Office (in particular visas, medical check-ups, vaccinations, security situation and local risks).

2. Complete application in Mobility Online

- Multiple applications for country programs and Overseas Student Exchange possible..

3. You will receive feedback approximately 3 weeks after the deadline as to which university you have been selected for.

4. Consultation with program director / international representative

- course selection (Learning Agreement)

5. Application at the Partner University

- You will receive the further information and documents from us in time.
- Country-specific preventive medical checkups may be mandatory, if applicable.
- The presentation of a bank statement with a certain amount may be a prerequisite for the visa.

6. Conclusion of insurances (especially foreign health and accident insurance) and (if necessary) Beantragung eines geeigneten Visums

7. Application DAAD Promos Scholarship