

Double Degree Fact Pack
German-Chinese Double Degree
(B. Sc.) with Sun Yat-sen / Tongji, China

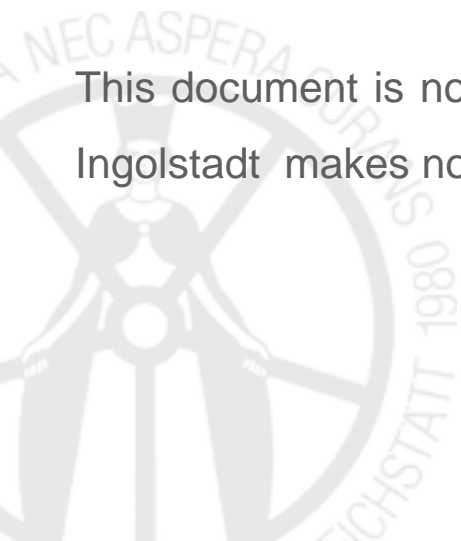
Lehrstuhl Prof. Ringlstetter (LSR)
Ingolstadt, January 2018
Martin Schmidt



This document is intended to serve as an overview and is for information purposes only. It provides an overview of the general structure and procedure of the described dual study degree program.

Consequently, the document may be subject to change and might not reflect the (current) terms of the program's underlying legal basis, particularly in regards to the relevant study and examination regulations as well as contractual agreements of the involved institutions. Also, such study and examination regulation may vary from student to student.

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► **Overview**

Program Structure

Student Requirements

Academic Work, Credits & Grades

Timeline / Academic Calendar

FAQ & Contacts



Program Outline

Program partners:	<ul style="list-style-type: none">• Tongji University School of Economics and Management (Tongji-SEM), Shanghai, China• Sun Yat-sen University Business School (SYSBS), Guangzhou, China
Program start:	<ul style="list-style-type: none">• Annually• WFI students study semesters 1-4/5 at WFI, then travel to China in the following year for semesters 5/6-8• Tongji-SEM / SYSBS students start at their university with semesters 1-4, then travel to Ingolstadt for semesters 5-8• Bachelor thesis has to be written (and defended) in English at host university
Reg. program duration	8 semesters

WFI Specifics

Study track and awarded degree:	B. Sc. in Business Administration ("Internationale Betriebswirtschaftslehre, BWL")
Required credits for completion:	240 ECTS
Program head:	Prof. Dr. Max Ringlstetter
Liaison manager:	Martin Schmidt
IO contacts:	Armelle Langenwald (outgoing) / Katharina Mergl (incoming)



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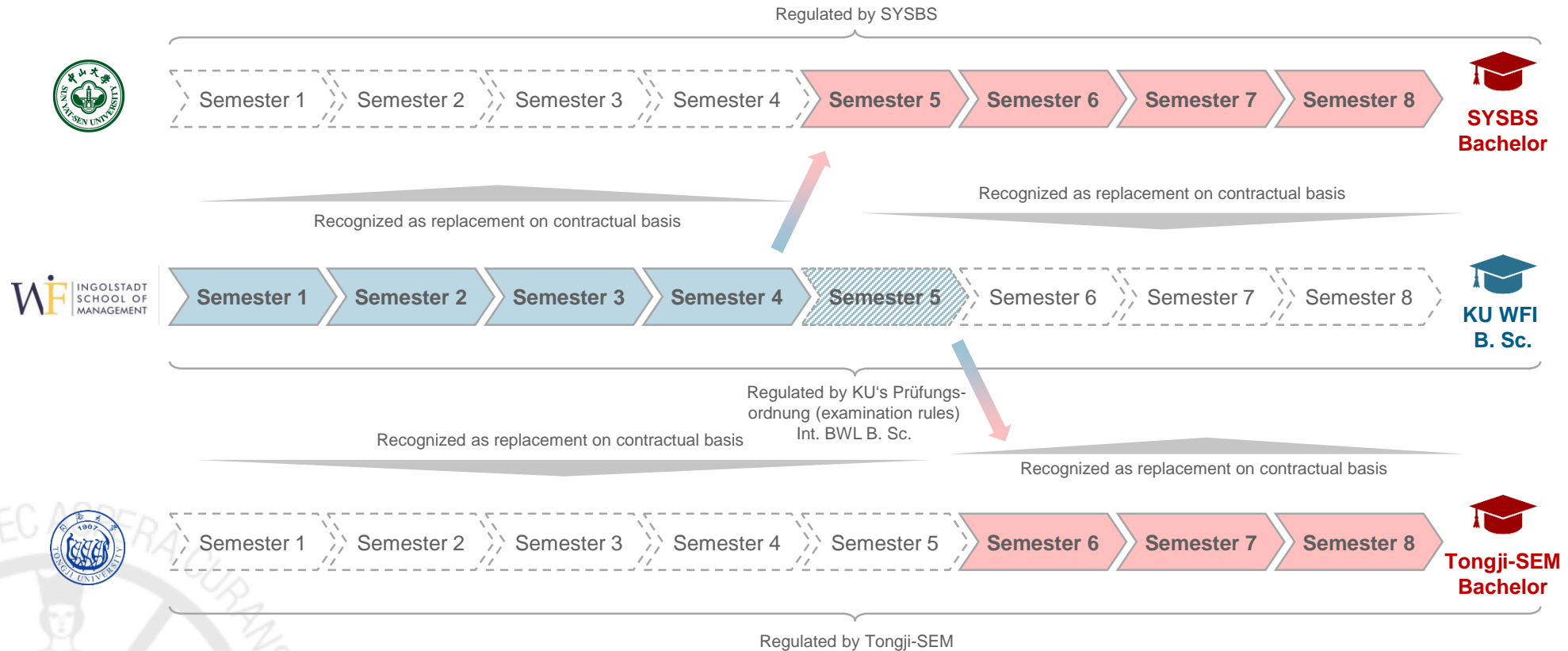
FAQ & Contacts



Program Structure

Course of studies and reciprocal credit recognition

 WFI Students

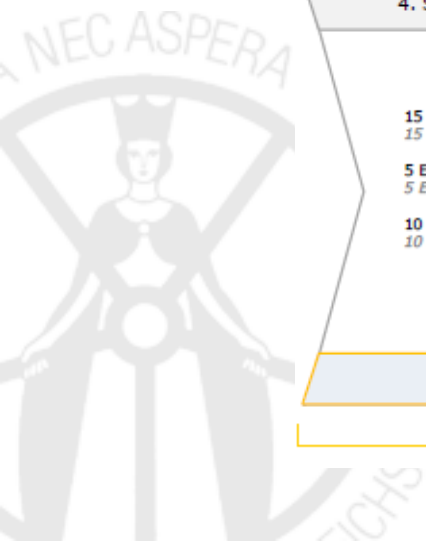
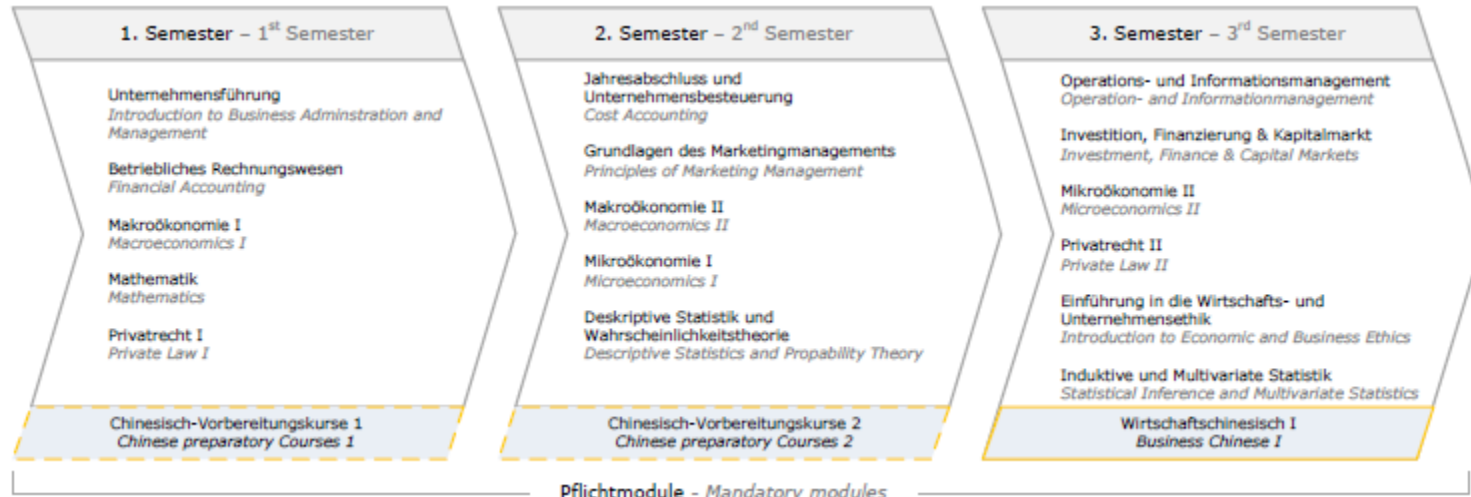


! Upon successful completion of the program...

- **Chinese Students** receive – in addition to their Chinese degree – a Bachelor of Science (B. Sc.) degree from WFI
- **WFI students** receive – in addition to their WFI degree – a Bachelor in Management from Tongji-SEM / SYSBS
- To receive both degrees, it is **crucial to precisely follow both institutions' rules and regulations**

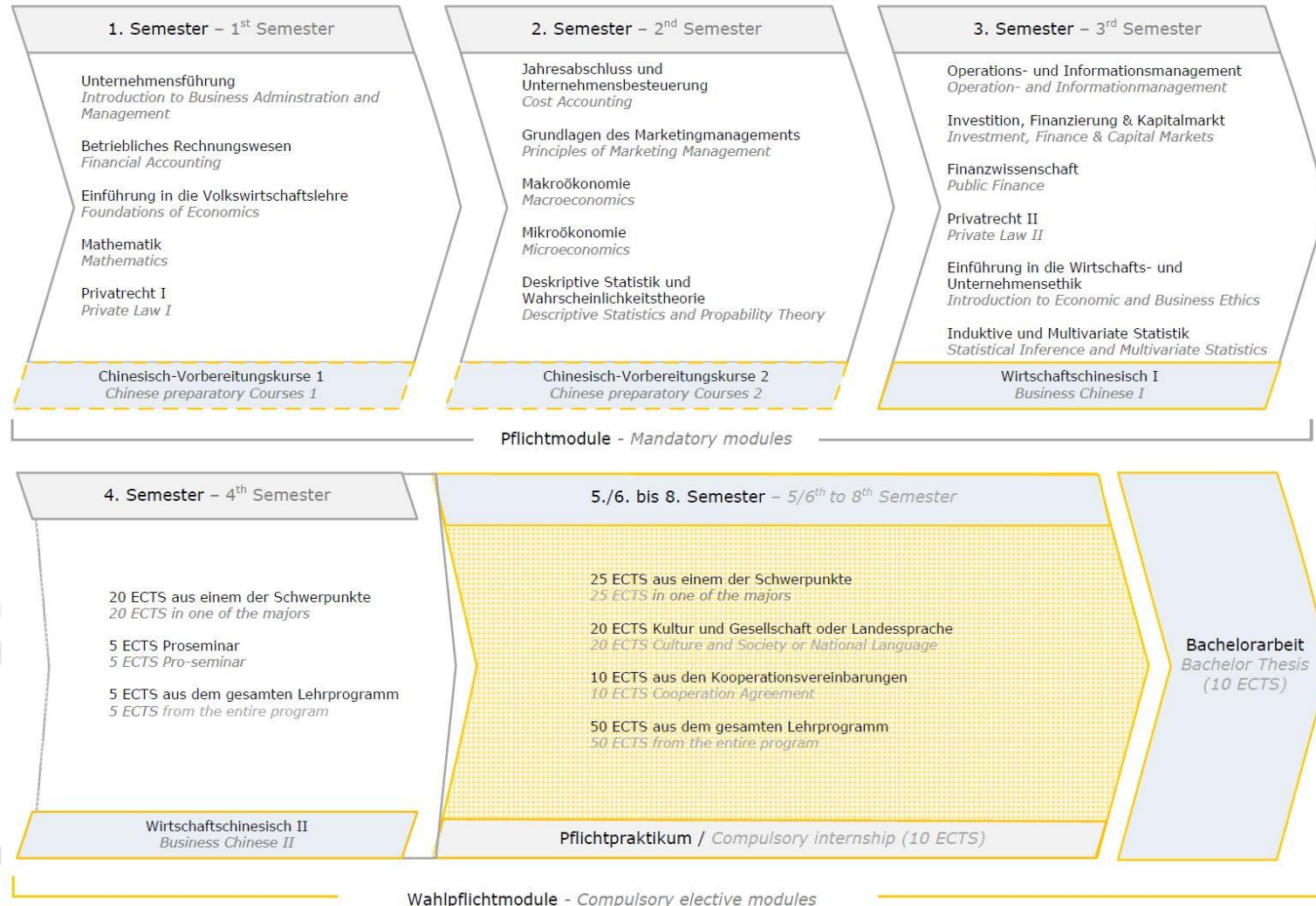
“Old” Program Structure: Timeline

Timeline and course overview



“New” Program Structure: Timeline

Timeline and course overview



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Admission requirements

Outgoing

WFI students to SYSBS

- To be nominated by WFI
- Have completed the first two years of their Bachelor program
- Average grade of 2.5 or better in **relevant subjects** on 5.0 scale
- Chinese: HSK Level 3 (must be proven at latest at the time of nomination)
- English: TOEFL IBT 90 or IELTS 6.5 or above

WFI students to Tongji-SEM

- To be nominated by WFI
- Have completed the first two years of their Bachelor program
- Qualified academic and English levels to follow the instruction
- Average grade 3.0 and above on 4.0 scale (3.75 of 5) (→ **~2.0** and better) in **relevant subjects**
- Chinese: HSK Level 3 (must be proven at latest at nomination)

Incoming

- English: TOEFL IBT 79 or IELTS 6.5 or above

SYSBS students to WFI

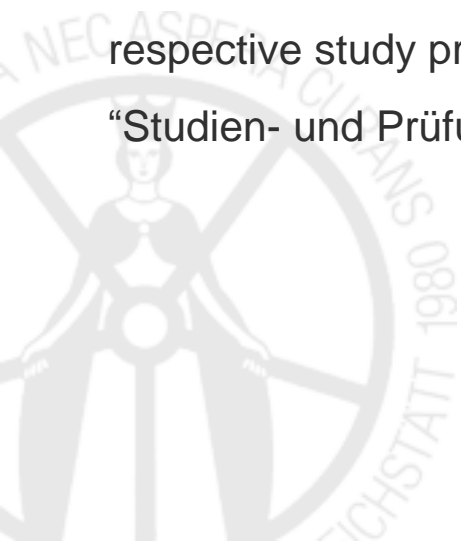
- To be nominated by SYSBS
- Have successfully completed first two years of Bachelor program
- Average score of +75% in relevant subjects

Tongji-SEM students to WFI

- To be nominated by Tongji-SEM
- Have completed the first two years of their Bachelor program
- Qualified academic and English levels to follow the instruction

Study abroad rules

- All participating students must **adhere to the rules and regulations of their home and host institutions**
- Participating students shall **not attend courses at the host institution which they have already attended** at their home institution
- Participating students shall **not take part in further study abroad activities** (such as additional study abroad semesters) between the universities involved outside of this program
- Students will be eligible for the double-degree only if they **follow all rules and regulations** of their respective study programs / participating institutions (including e.g. examination regulations, “Studien- und Prüfungsordnung” etc.)



Student Requirements: Program completion

Program completion requirements to obtain the degree at the host institution

Outgoing

WFI students at SYSBS

- Complete 120 ECTS at WFI in the first two years
- Complete 50 credits with an average grade of 2.0 or above (on a 5.0 grading scale) and submit a thesis during their studies at SYSBS in the last two years
- Achieve Chinese HSK Level 5 while in China

WFI students at Tongji

- Must complete 120 ECTS at WFI in the first two years + 5. Sem
- Students must submit a thesis in English with a 1,000 word abstract in Chinese, defend their thesis at Tongji-SEM and acquire Chinese HSK Level 2
- Complete remaining credits and submit thesis at Tongji-SEM

Incoming

SYSBS students at WFI

- Complete 98 credits with grade points 2.5 or above (on a 5.0 grading scale) in the first two years at SYSBS
- Complete 120 ECTS (incl. thesis) and submit the thesis at WFI

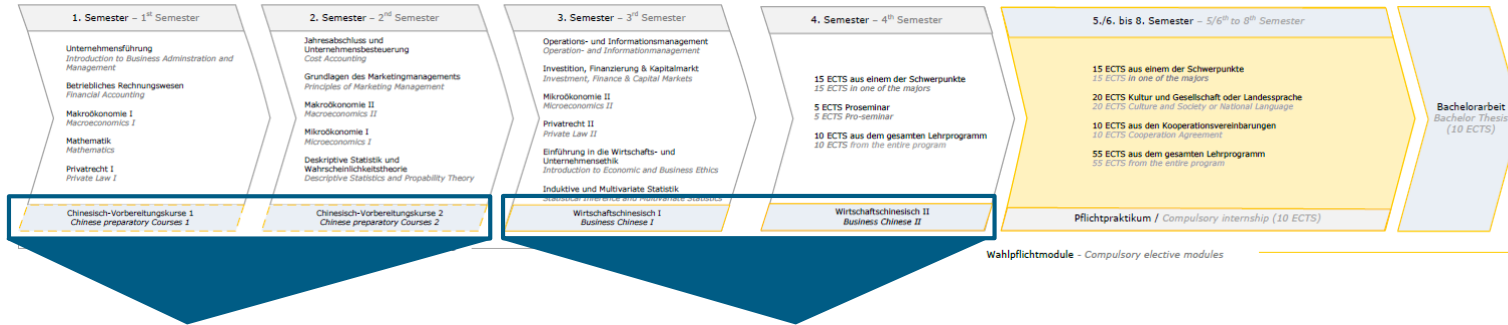
Tongji students at WFI

- Submit their thesis either in English or German in accordance with KU's rules of examination



Rules and requirements of the partner institutions apply. Degree by partner institutions will only be awarded when their respective requirements (e.g. regarding credits, passing grades etc.) have been met.

Since the recent past, sport tests are possible and personal defense of the thesis is to be expected.



Chinese preparatory Courses 1 and 2 (SprZ EI)

Prior 1. semester (WS)	<ul style="list-style-type: none"> Preparatory course 1.1 3 weeks / 60hrs intensive
During 1. semester (WS)	<ul style="list-style-type: none"> Preparatory course 1.2 3 SWS / 39hrs
After 1. semester (WS)	<ul style="list-style-type: none"> Preparatory course 2.1 4 weeks / 80hrs intensive 20hrs online
During 2. semester (SoSe)	<ul style="list-style-type: none"> Preparatory course 2.2 3 SWS / 36hrs

➔ 235hrs

Business Chinese Courses 1 and 2 (Wspr IN)

Prior 3. semester (WS)	<ul style="list-style-type: none"> Business Chinese I.1 2 weeks / 40hrs intensive
During 3. semester (WS)	<ul style="list-style-type: none"> Business Chinese I.2 3 SWS / 39hrs
During 4. semester (SoSe)	<ul style="list-style-type: none"> Business Chinese II 5 SWS / 60hrs

➔ 139hrs

Language Training Chinese / Business Chinese

- **Total duration:** 374hrs
- **Objective:** HSK-level 3 („intermediate“)

Overview

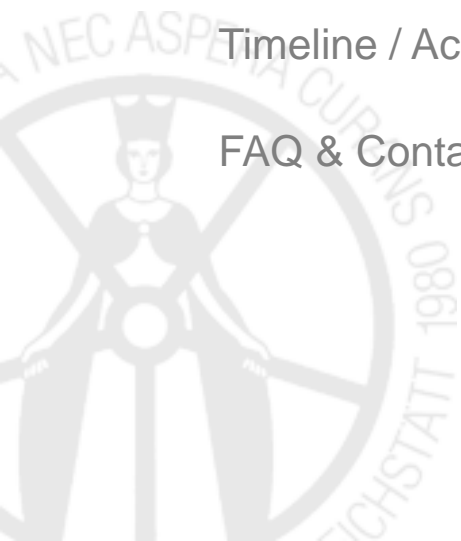
Program Structure

Student Requirements

▶ **Academic Work, Credits & Grades**

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Course Selection in China

- Students will be able to select from a list of specialization courses: [Check Partner Uni's Fact Sheet](#)
- Course restrictions may apply
- Important / New: Courses that should replace “Pflichtkurse” and “Wahlpflichtkurse” at the WFI must be confirmed by a “Teilstudienvertrag” prior to departure

Course Selection at WFI

- Courses must be selected on the basis of the examination rules („Prüfungsordnung“) for B. Sc. / Internationale BWL
- Course restrictions may apply
- If the cooperation agreement does not determine any appropriate modules, the required ECTS-Points have to be provided by further elective modules

Grade & Credit Point Conversion

Grades will be converted as follows

% of points of maximum marks WFI		100-96	95-91	90-86	85-81	80-76	75-71	70-66	65-61	60-56	55-51	50-36	< 36
WFI	Grade	1,0	1,3	1,7	2,0	2,3	2,7	3,0	3,3	3,7	4,0	5,0	
Sun Yat-sen	%	100-96	95-90	89-87	86-83	82-80	79-77	76-73	72-70	69-65	64-60	<60	
Tongji	%	100-96	95-90	89-87	86-83	82-80	79-77	76-73	72-70	69-65	64-60	<60	



Credit point conversation:

Chinese Credits : ECTS → 1 : 2



Grade Requirements to obtain the degrees:

- To obtain WFI's B. Sc. degree, students must generally score at least a passing grade (WFI: "4.0") in every module. A student may apply to obtain the B. Sc. degree if only one mandatory module was marked failed (KU: "5.0") and if another module of the same subject area is marked with a sufficient grade (WFI: "3.0") based on the rules outlined in the examination rules ("Prüfungsordnung"). Please look into examination rules, §7.(2), to see the full requirements.
- SYSBS / Tongji-SEM grade requirements: Check local passing regulations
- After having attained all required credits, students have to apply for the WFI B. Sc. certificate ("Zeugnis") to be issued. It will not be issued automatically.

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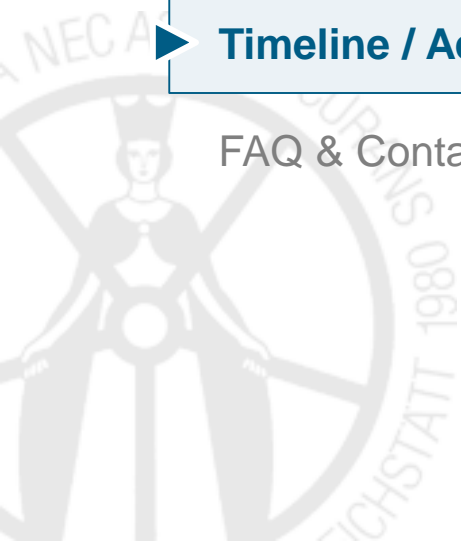
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Important Events and Deadlines

 WFI Students

Event	Approx. Date
Student application deadline at outgoing WFI home institution	16.01
Application deadline at SYSBS for fall semester	15.04.*
Deadline for nomination at Tongji-SEM for spring semester by home university	10.10.*
Deadline for online application by students	20.10.*
Deadline for submitting applications per email	10.11.*
Registration at SYSBS for fall semester	09.-12.09.*
Registration at Tongji-SEM for spring semester	28.02.2018*
Orientation at SYSBS for fall semester	13.09.*
Orientation at Tongji-SEM for spring semester	01.03.2018*
Semester duration Tongji	WS: 13.09.17-28.01.18* SS: 05.03.18-13.07.18
Semester times SYSBS	WS: 22.09.-23.01. SS: 19.02.-28.06.*

Please keep in mind:

- Pay attention to KU's general semester timeline ("Semesterzeittafel")
- Course and Exam registration at WFI will be conducted via KU.Campus in future

* Approximate; exact date may vary from year to year

IO Mobility Online



KU IO → Outgoing →
Onlinebewerbung (follow the steps
communicated here)
Important: Pay attention to
registration timeline communicated by
International Office (IO)

Austauschprogramm	Bewerbungsfristen und Zugang zur Online-Bewerbung
<p>Login zu Ihren aktuellen Bewerbungsdaten, NACHDEM Sie eine Bewerbung erfolgreich abgeschickt haben</p>	<p>- ZUGANG zu MOBILITY ONLINE - ACHTUNG: <u>DIESER Zugang funktioniert erst NACH dem Absenden mind. einer ONLINE-BEWERBUNG (s.u.)!</u></p>
<p>Universitätsweite Austauschprogramme</p>	<ul style="list-style-type: none"> 16. Oktober 2017 bis 16. November 2017 Erstmaliger Zugang zur ONLINE-BEWERBUNG Hinweise zum Verfahren und den erforderlichen Unterlagen
<p>Nicht-universitätsweite Austauschprogramme <i>[Erasmus+ Auslandssemester & Fakultätseigene Austauschprogramme]</i></p>	<ul style="list-style-type: none"> 16. Oktober 2017 bis 16. Januar 2018 Erstmaliger Zugang zur ONLINE-BEWERBUNG Hinweise zum Verfahren und den erforderlichen Unterlagen
<p>Registrierung als Freemover</p>	<ul style="list-style-type: none"> Zugang zur ONLINE-REGISTRIERUNG (Registrierungsformular) Auch Studierende, die sich für ein PROMOS-Stipendium bewerben, dies aber im Rahmen eines selbst organisierten Auslandsstudiums beantragen, müssen sich hier online registrieren.
<p>Erasmus+ Praktikumsförderung</p>	<ul style="list-style-type: none"> Zugang zur ONLINE-BEWERBUNG (Bewerbungsformular) Antrag muss mindestens zwei Wochen VOR Praktikumsbeginn vollständig dem IO vorliegen

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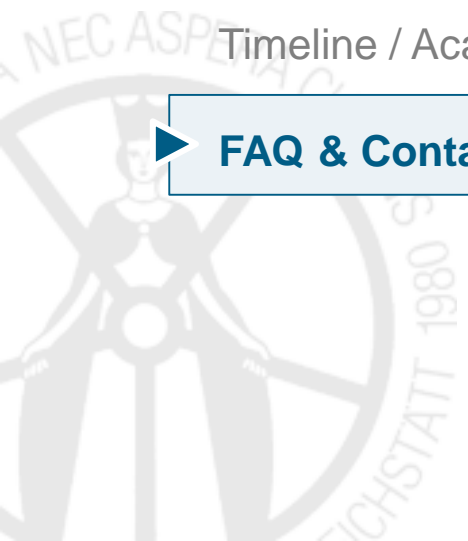
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Please follow these steps / approach these contacts to clarify any questions:

1. Please read through all the relevant documentation first. (e.g. Fact Pack, „Prüfungsordnung“, fact sheet by host uni etc.)
2. Approach an expert – depending on your topic:

	Study Coordinator	International Office / Outgoing	Center for Business Languages	Examination office	Chair / Program Liasion Manager
?	<ul style="list-style-type: none"> • General study inquiries • Course selection • Specialization • Change of program • ... 	<ul style="list-style-type: none"> • Application process and documents • Courses, grade transfer at host university • Contact to partner • General inquiries • ... 	<ul style="list-style-type: none"> • English / Chinese preparation courses • Language test preparation / assessment • ... 	<ul style="list-style-type: none"> • Recognition / conversion of credits and grades • ... 	<ul style="list-style-type: none"> • Recommendation letter • DAAD scholarship • Program-wide / partner issues • Escalations/ Complaints • ...
@	studienberatung-wfi@ku.de	outgoing@ku.de / incoming@ku.de	lawrence.diederich@ku.de	angelika.dengler@ku.de	martin.schmidt@ku.de



- Before you ask: Try to clarify the issue yourself
- Plan ahead and schedule enough time to get your question answered
- Keep your inquiry as short and simple as possible
- Be polite ;-)
- Remember: A lack of planning on your part does not necessarily constitute an emergency on ours

1. How proficient do I need to be in English / Chinese? / When should I take the TOEFL / IELTS?

Please refer to the respectively required levels for the partner institutions. You might want to consider completing the test early enough to be able to re-sit in case you do not achieve the relevant score. However, be aware of the test's validity date at the time of application. Incoming students to KU / WFI usually require an English level of B2.

2. Where will I stay during my studies in China / Ingolstadt?

All partner universities offer assistance through their respective international offices, but students are also expected to arrange accommodation themselves. At SYSBS and Tongji-SEM, students can apply for a dormitory room upfront. Please refer to the current "Fact Sheets" which will be sent to you prior to departure. WFI students often find accommodation through personal relationships with more senior WFI students or personally after their arrival in China. Through local agents it is relatively easy to find suitable flats off-campus. Ingolstadt offers various student accommodation opportunities ranging from hostels to private accommodation.

3. Who will support me locally?

All institutions have a student buddy system, local IO and a liaison manager to support students from the partner university. For general questions, students should first seek support from their student buddy before contacting the IO or the liaison manager.

5. What should I do if I need to extend my studies (illness before / during my stay abroad or insufficient grades)?

In general, participating institutions usually accept the partner institution's local rules and procedures (e.g. as outlined in KU's "Prüfungsordnung Internationale BWL B. Sc.") for a possible extension of studies due to

- (chronic) illness or
- insufficient grades of a student.

At WFI, students suffering from illness and requesting to extend the time of an examination or postpone it may be asked to obtain a medical certificate by a doctor chosen by the institution.

In case of insufficient grades (at WFI: "5.0"), students may repeat their exam twice at WFI before a course is finally determined as "failed". Please seek for help on an early stage, since it is more difficult to help further along the line. Students having obtained non-passing grades are generally responsible for fulfilling any local requirements (e.g. physical presence) when repeating an exam. Exceptions may only be granted based on the institution's examination rules and procedures.

Should there arise a need for extension, please discuss and clarify your specific situation with the respective institution.

6. How should I prepare for my stay abroad?

Besides logistical details (visa, housing, transportation, vaccinations, transcripts etc.), it is important to prepare culturally for the study abroad. This may include additional language training or reading about local culture, customs, geography, and law. In addition, students should frequently interact with their Chinese / German program mates. For logistical planning, please get in touch with the IO early. All other preparation is expected to be performed autonomously by students.

7. How should I behave when studying in China / Germany?

As guests and representatives of their home institution, all participating students have to comply strictly with any local rules and regulations, law or government officials. This applies to all behavior and particularly to the use of alcohol and drugs.

8. Which costs will I face?

The participating institutions waive their study fees for the double degree students on a reciprocal basis. Students are responsible for their own travel costs, living expenses, medical insurance, visa and other expenses during their stay at the host institutions.

Past WFI students in Guangzhou spent around € 800-1,200 / month; for housing € 300-500 and € 300-500 / month for cost of living. Shanghai appears to be more costly.

9. Which scholarships are available?

In the past, a small number of DAAD scholarships was available each year (3x SYSBS € 800 / month + € 800 travel). These scholarships are administered by the program coordinator's chair. In addition, students can apply for additional scholarships on a private basis (e.g. by foundations etc.).

10. Can I travel home during the semester breaks?

Please clarify with your host university. In general, you are free to travel during your free time. However, you might have to attend a language course during the summer break or have other obligations.