

FAQs on the Environmental and Sustainability Studies Major

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1. Preparation of the year abroad and dates

When?	Lectures and/or To Do's	Contacts
From the 3 rd Semester	Optional preparatory language courses in Swedish, Spanish, Catalan, Hungarian 4 SWS, from the Level A1	Language Center of Leuphana
4 th Semester	Preparatory Module "European Sustainability Studies with guest lecturers from the partner universities 4 SWS	Prof. Heinrichs or Office of the Students Dean Sustainability
March - May (before the start of the year abroad)	Nomination and application of students at the partner universities	Office of the Students Dean Sustainability, International Office Leuphana/Partner Uni.
April - June (vor dem Start ins Auslandsjahr)	Advice on application, module selection incl. learning agreement and routing slip. Forms under: https://www.leuphana.de/services/io/studium-und-praktikum-im-ausland/austauschprogramme/informationen-outgoings.html	Office of the Students Dean Sustainability
June - August (before the start of the year abroad)	If necessary, organization of external exam supervision at the partner universities	Office of the Students Dean Sustainability
15.07. (before the start of the year abroad)	Deadline for submission of the Learning Agreement (original) and the signed routing slip to the International Office of Leuphana University for students at host universities in the EU Special case Peru: before the start of the year abroad, at the latest within the first five weeks of the lecture period at the host university	Students, Office of the Students Dean Sustainability
Until the end of the re-registration period	Deadline for "Notification Semester Abroad" at Leuphana's International Office, cf. 7, under: http://www.leuphana.de/services/io/studium-und-praktikum-im-ausland/austauschprogramme/informationen-outgoings.html	Students, International Office
15.07. (before the start of the year abroad)	Official transfer to the Environmental and Sustainability Studies major (as of the 5th semester) initiated by the Sustainability Studies Dean's Office at Student Services.	Office of the Students Dean Sustainability

2. Semester dates and application deadlines of the partner universities for the semester

	Introduction/ Orientation	Fall Term	Spring term	Nomination (through IO)	Application & Course selection until
KARLSTAD, SWEDEN (KAU)	1 week before the start of the lectures	Mid of August until End of January	Mid of January until Mid of June	01.04.	15.04. Infos zur Kurswahl folgen nach der Bewerbung
BARCELONA, SPAIN (UAB)	Beginning of September	Mid of Sept. until Mid of February	Beginning of February until Beginning of July	01.05	01.05.-15.05. Info on course selection will follow after application
SOPRON, HUNGARY	Second week of September: Welcome Day	Beginning of September until End of January	Beginning of February until End of June	15.05.	01.06. Course selection in the 2nd week of the semester
LIMA, PERU (PUCP)	1 week before the start of lectures	Mid of August until Mid of December	Mid of March until Mid of July	01.06.	01.06. Binding online course selection one week after the start of the course
UTRECHT, NETHERLANDS (UU)	Orientation Day Samstag vor Semesterstart	Beginning of September until Beginning of February	Beginning of February until Mid of July	01.04.	15.05. Info about course selection will follow after application
ALMERIA, SPAIN	Welcome Conference on the days directly before the start of the semester	Beginning of September until End of December	Beginning of February until End of May	15. 06.	30.06.

3. Curriculum of the partner universities during the year abroad

- **Karlstad / Sweden**
 - Course selection is possible from the English language courses of the Bachelor "Risk and Environmental Studies" as well as the English language course offerings from other Bachelor offerings at: <https://www.kau.se/en/education/programmes-and-courses/courses/courses-exchange-students>
 - as well as the Swedish courses of different levels.
A maximum of 30 CP per semester may be acquired at Karlstad University.
 - Teaching language: English
- **UAB / Spain**
 - Course selection is possible from the Bachelor Environmental Science ("Grau en Ciències Ambientals") <https://www.uab.cat/web/estudiar/ehea-degrees/study-plan/study-guides-1345467897127.html?param1=1264750608209> .

- At least 50% of the courses from this bachelor as well as from the total offer of the university, Teaching language: In the subject-specific Bachelor mainly Catalan; also courses in Spanish and English
- **Sopron / Hungary**
 - The course offerings of the Faculty of Forestry as well as a list of selectable Hungarian language courses can be viewed online at: <http://erasmus.emk.uni-sopron.hu/incoming-students-staff> .
 - Course selection is coordinated with the Erasmus coordinator Andrea Vityi vityi.andrea@uni-sopron.hu .
 - Teaching language English, German
- **PUCP / Peru**
 - The current courses of the PUCP can be viewed at: <http://www.pucp.edu.pe/consultas-en-linea/consultas-cursos-y-horarios/> . Exchange students can choose subject-specific modules and complementary courses from all faculties. The hours must not overlap in the choice of courses, as attendance is compulsory.
 - Courses of the study program "Geografia y Medio Ambiente" are recommended for the subject-specific modules. More information can be found at: <http://facultad.pucp.edu.pe/letras-ciencias-humanas/carreras/geografia-y-medio-ambiente/presentacion/> .
 - Subject-specific courses are also available in the engineering programs as well as in architecture, anthropology, sociology and psychology.
 - In addition, there is a Field School (<http://fieldschool.pucp.edu.pe>) and an Environmental Institute at the university that offer additional courses: <http://inte.pucp.edu.pe> . Costs, credits, etc. must be inquired about with those responsible. There is the possibility to apply for a DAAD one-year scholarship. More information at: <http://daad.de/go/stipd57503530>
 - Advice on scholarships abroad at the Leuphana International Office from Eva Vossenhagen (eva.vossenhagen@leuphana.de).
 - Teaching language: Spanish and English
- **Utrecht / Netherlands**
 - Subject-specific courses from the English-language Bachelor Global Sustainability Science (<https://www.uu.nl/bachelors/en/global-sustainability-science>) can be chosen, as well as courses from the university's other English-language offerings. Min. 50% of the courses must be studied at the Faculty of Geosciences.
- **Almería / Spain**
 - In addition to courses from the Bachelor of Environmental Sciences "Ciencias Ambientales", courses from other Bachelor programs can also be chosen. If courses from only one program and the same year (curso) are chosen, there will be no overlap. In the Bachelor Ciencias Ambientales, courses are offered in Spanish; in other programs, courses are also offered in English.
 - Courses in the Bachelor Ciencias Ambientales: <https://www.ual.es/estudios/grados/presentacion/4518>
 - The entire offer of the Universidad de Almería: <https://www.ual.es/estudios/grados>

4. Special regulations for the examinations/exams of the 4th semester

Due to other semester times of the partner universities, the examinations of modules of the 4th semester will be brought forward if possible (e.g. oral examination in the module Research Project in Sustainability Science).

Should time overlaps occur, please contact the Student Dean's Office of the Faculty of Sustainability as soon as possible.

5. Registration/nomination of students at partner universities

Students of the Environmental and Sustainability Studies Major are nominated centrally at the partner universities via the International Office and the Student Dean's Office of the Faculty of Sustainability.

The partner universities will then inform the students about the application, the curriculum as well as advising and service offers.

6. Tuition fees at the partner universities

There are no tuition fees at the partner universities during the year abroad.

7. Deregistration for the year abroad and semester fees

As soon as you have deregistered using the form "Notification of Semester Abroad" for the duration of your stay abroad, no semester fees have to be paid during the year abroad.

The deadline is the re-registration deadline for the semester with the start of the year abroad in June/July (see student ID for exact deadline).

The form can be found at :

<https://www.leuphana.de/en/services/io/study-abroad/student-exchange-programmes/forms-for-outgoing-exchange-students.html>

8. Academic performance and semester ticket after the stay abroad

Since the semester periods abroad differ from the semester periods here, you may be required to complete academic work at Leuphana in the semester that may still be in progress after the end of the year abroad.

If you need a semester ticket for the current semester and the lecture-free period after your stay abroad, you can apply for it informally at the Student Services. The payment of the complete semester fee is required for this.

9. Recognition of modules taken abroad

(Learning agreement, routing slip, transcript of records, grades)

BEFORE GOING ABROAD

- **For Sweden, the Netherlands, Spain and Hungary:**
 - Pre-approval and subsequent recognition of the exams at the foreign university is done by July 15 based on
 1. the routing slip, on which the recognition of the courses of the partner university is assured in advance (authorized to sign is Maike Eisenberg / Dean of Studies Sustainability) as well as
 2. the Learning Agreement - Before the Mobility, which is signed by Leuphana's International Office and forwarded to the partner university for signature.
 - Changes that occur during the stay abroad require the approval of the responsible persons on the routing slip (vote by e-mail: maike.eisenberg@leuphana.de) and can be reported to the International Office by attaching the relevant e-mail correspondence and the Learning Agreement - During the Mobility.
- **For Peru:**
 - If possible, already before the start of the stay abroad, but at the latest within 5 weeks after the start of lectures at the host university, a Learning Agreement must be drawn up, which must first be signed by Maike Eisenberg / Office of the Dean of Studies Sustainability and then forwarded to the International Office for review.
 - PUCP-credits are recognized in a ratio of 1:2 (1 PUCP-credits = 2 ECTS-credits).

AFTER THE STAY ABROAD

- **For all countries:**
 - For the recognition and recording of the modules studied and credits earned during the study abroad, submit the routing slip, the Learning Agreement and the Transcript of Records of the host university with an informal application for recognition to the Examination Service after the year abroad.
 - The routing slip and forms for Learning Agreements as well as further information can be found at: <http://www.leuphana.de/services/io/studium-und-praktikum-im-ausland/anererkennung.html> (for EU countries under "Forms Erasmus+", for Peru under "Forms exchange programs outside EU").
 - The conversion of grades earned abroad is done according to § 21 RPO and Annex 11 RPO:
"...Grades are taken over - as far as the grading systems are comparable. Grades from a non-comparable linear grading system are converted according to the Bavarian formula and included in the calculation of the overall grade. In the case of recognition of examination achievements with other non-comparable grading systems...the grades shall be determined according to the conversion

table of Leuphana University of Lüneburg as per Annex 11 In cases other than those mentioned in pp. 2-4, the examination performance will be recorded ungraded with the remark "passed"..."

- The specific grade conversion for each grading system can be viewed at <https://www.leuphana.de/services/io/studium-und-praktikum-im-ausland/erkennung/notenumrechnung.html>.

- **Exception:**

- Courses offered in Catalan in Barcelona are accepted at Leuphana ungraded.
- The number of credits achieved follows the European Credit Transfer System (ECTS), thus ECTS credits are recognized 1:1.
- PUCP-credits are recognized in a ratio of 1:2 (1 PUCP-credits = 2 ECTS-credits).

10. Repetition and failure of courses to be made during the year abroad

The degree of B. Sc. Leuphana Bachelor with the Major Environmental and Sustainability Studies can only be achieved if at least 40 credit points of the 240 credit points are earned during the year abroad.

If less than 40 credit points are earned during the study abroad year, it is possible to change to your initial Major UWI oder GESS.

If you are still lacking credit points for the total of 60 CPs to be earned abroad, you can study equivalent modules at Leuphana and apply for credit for "Modules of Partner Universities": (application at: http://www.leuphana.de/fileadmin/user_upload/fakultaet1/praktikum_la/Antrag_auf_Anerkennung_2013.pdf)

This can be done, for example, with modules of the Leuphana complementary studies with a foreign or intercultural or language reference or with elective modules of the major with a foreign reference in the module or the examination performance.

Please note that the preparatory module "European Sustainability Studies" will be credited with 5 CPs for your year abroad, so that you have to complete 55 CPs abroad.

11. Re-registration after the year abroad at Leuphana University

Re-registration is done by paying the semester fees at the Student Services.

12. Financial support: Erasmus+ / Scholarships / BaföG entitlement during the year abroad

For the study places at the European partner universities you will receive funding from the EU education program Erasmus+. Depending on the country you are going to the funding rates are 490 euros to 600 euro.

More information at: <https://www.leuphana.de/en/services/io/study-abroad/student-exchange-programmes/erasmus-sm.html>

Erasmus funding can be combined with Bafög, as up to €300 of the Erasmus. Funding are free of charge. Therefore, the Bafög office will, if applicable, take into account the portion of the scholarship exceeding 300 € when calculating the Bafög entitlement.

BAföG entitlement is based on the maximum funding period and since the ENVI major has a standard study period of eight semesters, BAföG can also be received during the year abroad. Where the application for BAföG abroad must be submitted depends on the country:

Sweden: Studentenwerk Rostock
Spain: Heidelberg Student Union
Hungary: Chemnitz-Zwickau Student Union,
Peru: State Office for Education Assistance, Bremen.
Netherlands: District Government of Cologne
For Peru it is possible to apply for a DAAD annual scholarship: www.daad.de/go/stipd57503530 .

Questions about financial support such as scholarships for the stay abroad will be answered by Eva Vossnagen in the International Office (vossnagen@leuphana.de / Tel. 04131.677-1073).

13. **Health, accident and personal liability insurance during the year abroad.**

Please contact your health insurance company for information on health insurance abroad.

14. **Visa**

No visa is required for destination countries located within the EU.

PUCP/Peru: Entry is possible with a tourist visa, but the status must be changed locally at the Migration Office (Superintendencia Nacional de Migraciones). Information from the PUCP on student visas:

<https://internacionalizacion.pucp.edu.pe/en/informacion-para-estudiantes-internacionales/programas-de-intercambio-para-estudiantes-extranjeros/visas-para-estudiantes/?tab=visa-processing>

Further links:

<http://www.consulado.pe/es/Berlin/tramite/Paginas/Visas.aspx>

<http://www.embaperu.de>

15. **Accommodation during the year abroad**

- **Karlstad/ Sweden:**

- Karlstad University cooperates with a company that provides accommodation for students. Exchange students are contacted directly after their nomination. Since 2021 a new provider has joined and students staying for one year are mainly accommodated in the "Lecab Plaza" directly on campus. The modern one-bedroom apartments are furnished including basic kitchen equipment and there is also a gym in the building, a shared roof terrace and other common areas. They cost around € 520-530 (heating included).
- Shared apartments are rather uncommon in Sweden and as an exchange student finding an apartment is not easy, but possible. Through this link, students have found furnished and unfurnished rooms as well as apartments from private individuals for subletting:
<https://bostad.blocket.se>

- More links:
<https://www.hyrenbostad.se/>
<https://rentola.com>
- **UAB / Spanien:**
 - <http://www.uab.es/servlet/Satellite/international-students/mobility-exchange/international-welcome-point-1259046571490.html>
 - Internationaler Welcome Point-IWP Campus de Bellaterra-Plaça Cívica
 - E-Mail: international.welcome.point@uab.cat
 - Vila Universitaria: Arranging places in a dormitory on campus or shared flats in Barcelona.
<https://vilauniversitaria.uab.cat/en/>
- **Sopron / Hungary:**
 - Student residences http://uf.nyme.hu/kollegium/?menu_id=1&lang=eng , registration is usually done through the ERASMUS coordinator.
 - Contact person for questions is Andrea Vity: vityi.andrea@uni-sopron.hu
 - Self-organized living is also possible. Several listings can be found by searching the internet under "sopron" and "live".
- **PUCP / Peru:**
 - No housing organized directly by the university is available. Costs depend on location and equipment, but are on average lower than in Germany:
A "Recommendation List" with housing offers is sent to the exchange students by the International Student Exchange Division PUCP, the individual providers must then be contacted independently by the students. In San Miguel and Pueblo Libre, close to the PUCP, there are shared apartments with international and national students, the rent is between 200-300€. Note on finding housing: neighborhoods near the PUCP are San Miguel, Pueblo Libre, Magdalena and Jesús María.
 - A little more time-consuming but possibly cheaper is the independent search for local shared flats of "Limeños", for example via Dada Room or via Facebook groups like <https://www.facebook.com/groups/1534990613440695/>.
- **Utrecht / Netherlands:**
 - Here it is very important to take care in time, because finding accommodation is not easy!
 - Utrecht University does not have its own student dormitory, but holds a limited number of rooms for international students each semester, which students can apply for even before the Formal Admission to Utrecht University. However, students are not guaranteed housing, and dormitories are generally booked up very quickly.
 - There are also university-independent halls of residence, the largest provider of which is SSH: <https://www.sshxl.nl/en>.
 - For more tips and contacts for finding housing, visit the university website at: <https://students.uu.nl/en/student-life-and-career-orientation/student-life-in-utrecht/living-in-utrecht/other-ways-to-find-accommodation>.
- **Almería / Spain:**
 - Prices for accommodation in Almería range from 200-300 euros. The neighborhood "El Zapillo", directly on the beach between the center and the university is very popular among students. The university can be reached by bus or by bike in about 20min. along the coast. At <http://www2.ual.es/alojamiento/> , but also via Instagram @pisos.ual accommodations can be found. There is also the possibility to stay for a few days or the whole year in the student dormitory of the UAL: <http://www.residenciavitas.com/en/> .

16. Further information

Please inform yourself about contacts to previous exchange students by using the experience report available at the International Office and/or contacts via FGV ENVI.