



**Application: Worldwide co-operation agreement**  
**(outside Erasmus area)**

To Division 2.1, please email to: [io-agreements@zv.upb.de](mailto:io-agreements@zv.upb.de)

**Sender:**

Faculty/Organisational unit:

Contact person:

Room:

Email:

Tel.:

*Please provide information about your proposed or existing co-operation as detailed below and complete the application form in full.*

**General information**

Application for:                      Establishment of a new co-operation  
    Extension of a co-operation under new conditions  
    Extension of a co-operation under the same conditions

**Information about the partner university**

Name of partner university:	
Country:	
Website:	

**Contact persons**

*Various people at both the home and host university are involved in an exchange. There are often contact persons for course-related matters (at Paderborn University, departmental/programme co-ordinators) and contact persons for administrative or contractual matters (at Paderborn University, staff in the International Office).*

*At Paderborn University, the departmental/programme co-ordinators are responsible for academic support and supervision for both the co-operation and incoming and outgoing students, as well as for the selection process for students applying for an exchange place at the partner university.*

**Contact person for course-related matters at Paderborn University**

Surname	First name	Email address	Position
			Programme co-ordinator

**Contact person at host university**

Surname	First name	Email address	Department/position



### **Term of agreement**

How long do you want the agreement to run for?

*Worldwide agreements are generally concluded for a term of five years and are automatically extended for a further five years at the end of this term, unless there are reasons to the contrary. Other terms may be agreed.*

Term of 5 years until the academic year:

Other term until the academic year:

The agreement will be automatically extended upon expiry of this term

### **Subject area fit and interest**

Is the partnership a good fit in terms of the relevant subject area and is there sufficient interest in the exchange from Paderborn University students and/or teaching staff?

Yes

No

### **Approval of the Dean**

Is the Dean's written approval of the proposed co-operation enclosed with the application form (as an email, where applicable)?

Yes

No





### **Required language level**

*In the following section, please provide the requested information for the relevant exchange course only.*

### **Student exchange - outgoing students**

*Please specify here the languages in which outgoing Paderborn University students may take courses at the host university and the language level that these students in each instance require in order to study successfully at the host university. This is typically Level B1.*

Language(s) of instruction	Language level (in acc. with CEFR)

Does the host university require any specific language certificates (e.g. TOEFL, IELTS, Cambridge, DELE or DELF/DALF)? If yes, please specify which certificates here, as well as the minimum pass mark:

### **Student exchange - incoming students**

*Please specify here the languages in which incoming students may take courses at Paderborn University and the language level that these students in each instance require in order to study successfully at Paderborn University. This is typically Level B1.*

Language(s) of instruction	Language level (in acc. with CEFR)



**Studies and credits**

*Exchange students must be able to take a minimum of 24 ECTS credits at the host university per course, per language of instruction, per study cycle (Bachelor/Master/PhD) and per semester (winter semester/summer semester) – even if courses are cancelled at short notice or clash.*

*Please also ensure that incoming exchange students from the host university are able to accordingly take courses at Paderborn University. The guideline here is approx. 30 ECTS credits per semester.*

**Courses at the host university**

Are outgoing Paderborn University students able to take a minimum of 24 ECTS credits per language of instruction on the relevant exchange course at the partner university? Please specify yes/no for the relevant study levels that are to take part in the exchange.

Language(s) of instruction	Bachelor		Master		PhD	
	SS	WS	SS	WS	SS	WS

Please give a brief description of any specific subject specialisms or related restrictions at the host university.

- 1.
- 2.
- 3.

**Courses at Paderborn University**

Are incoming students from the host university able to take a minimum of 30 ECTS credits per language of instruction on the relevant exchange course at Paderborn University? Please specify yes/no.

Language(s) of instruction	Bachelor		Master	
	SS	WS	SS	WS

**Academic requirements - outgoing students**

Do outgoing students need to meet any specific academic requirements to study at the partner university?

If yes, please give a brief summary of these:

- 1.
- 2.
- 3.

**Academic requirements - incoming students**

Do incoming students need to meet any academic requirements to study at Paderborn University?

If yes, please give a brief summary of these:

- 1.
- 2.
- 3.



### **Credit transfers and recognition of credits earned - outgoing students**

Can Paderborn University students have credits earned at the host university transferred over to their Paderborn University degree?

Bachelor students:	Yes	No
Master students:	Yes	No
PhD students:	Yes	No

### **Further information**

#### **Semester dates**

Do any of Paderborn University's semester dates overlap with the host university's semester dates?

*Example: The host university's summer semester starts in January, before Paderborn University's winter semester has even ended.*

Yes                  No

Will outgoing students still be able to sit their examinations at Paderborn University if there is an overlap of semester dates?

*E.g. by bringing their examinations forward, writing assignments instead of sitting examinations, etc.*

Yes                  No

#### **Locations**

If the host institution is based at more than one location, please specify which location/campus the outgoing students will study at:

### **Evaluation of the partnership (short-term and long-term)**

Ideally, partnerships should be beneficial for both parties.

Please briefly describe the particular value and/or benefit of the partnership for Paderborn University, e.g. attractiveness to students, partner university in the English-speaking world, particularly high prestige of the partner university, special research interests, close academic contacts etc.