



STAP information session for MA Political Science

October 2023, Veronika Langenberg, Exchange Coordinator, ZIB WiSo

Overview

	Which schools and where?	Financial aspects?	Organized by/with?	Information where?	Credit transfer options?
Internship abroad	Companies/organisations worldwide (watch out for visa/work permit issues)				depends on study course
Summer/winter school	All schools* worldwide	tuition fees	with school/ agency	WEX Newsletter	Limited options
Term freemover	All schools* no WiSopartners	tuition fees	with school/ agency	WEX and other	Full options
Term non-wiso/Dez9	Dez 9 partners	University** cooperation	Dez. 9 – UoCologne	Dez.9 – UoCologne	Full options
Academic short WiSo@NYC	New York	contribution to expenses	ZIB WiSo	ZIB WiSo	modules ,studies abroad‘
Term STAP	WiSo partners	Faculty** cooperation	ZIB WiSo	ZIB WiSo	Full options

* [with Anabin](#) H+ label

** no tuition fees

Info sheets [Summerschool](#) and [Dez 9/Freemover](#)
[Guide for ERASMUS grant for internships](#) on ZIB homepage
 Contact: Wiso-outgoings@uni-koeln.de: personal advising by ZIB

STAP info for MA Political Science

STAP

Credit Transfer

WEX Database

STAP
Application

Next Steps

Photo: Udo Haake / KölnTourismus GmbH

Studies Abroad Programme (STAP)

One term abroad at one of our partner universities worldwide:

- No tuition fees
- Erasmus where applicable
- Credit transfer options
- Available within regular study period only → use 3rd or 4th term to spend a term abroad
- Main selection round: 1 December 2023 – 15 January 2024

Selection criteria:

- 80 % - Bachelor final grade
- 20 % - Evaluation CV (internships, extracurricular activities...) & letter of motivation

→ **one ranking list** for all applicants within your applicant group **MA Political Science** for fall 2024 & spring 2025

Credit Transfer Options

1. Course to course credit transfer

- strict restrictions on content, workload and type of exam
→ equivalent/comparable to UoC module
- Pre-crediting process
- Individual academic counselling needed
→ Advice offered by [WiSo Credit Transfer Centre](#)

2. Modules “Studies Abroad”

- Variety of courses can be used
- Advice offered by ZIB WiSo coordinator
 - **general rules** (for all study courses at Master level)
 - **specific rules** (for individual study courses)

→ Both options: only ECTS – no transfer of grades!



Modules Studies Abroad – General Rules

- ✓ only courses at graduate level (with WiSo focus)
- ✓ only courses with exam, grade and credits (*listed on a transcript by your host school*)
 - **no** ,introductory.-courses (see: course title), *pls check with ZIB*
 - **no** MA courses already taken at UoC
 - **no** Bachelor courses
 - exception: 4 year Bachelor courses, pls check level with ZIB coordinator
 - **no** attendance only courses (i.e. skills seminars without exams, ...)
 - **no** language courses

For further information please see [Merkblatt zur Anrechnung](#)

Modules Studies Abroad (PO 2021) - Specific Rules MA Political Science

Supplementary Section/Ergänzungsbereich

either *Group:* Studies Abroad I (PoWi) -> modules Studies Abroad I and II  12 ECTS

or *Group:* Studies Abroad II (PoWi) -> modules Studies Abroad I, II, III, IV  24 ECTS

no courses of your core section (Basisbereich)

 combination of courses in Management, Economics and Social Sciences

WiSo Exchange International Platform (WEX)

- Available to students of WiSO Faculty only
- Database:
 - Provides information on partner universities
 - Used for STAP application
- Register first with you Uni KIM/s-mail initial only
- Filter partner universities open for your applicant group
→ Your applicant group: MA Political Science

View International Options

Select partner university → Info box pops up:

Term dates Fall and spring

Language Requirements Additional requirements to STAP standards (B2)?
- *higher English skills (C1) or other foreign language skills*

Fact Sheets Infos on expenses, accommodation, courses etc.

Conversion rate Only listed for schools not applying ECTS system

Funding Info if ERASMUS mobility grant is offered → no ERASMUS: possibility of grants

Experience reports Additional info to fact sheets, reflect individual experiences

Before Applying...

... please consider:

- Fall 2024 or spring 2025?
- Flexible in regard to destination?
 - Choose up to five universities → In case of no direct offer: list of alternative offers if overall slot capacities allow
 - choose less than 5 universities if you are interested in specific universities only
- Language requirements
- Subject area
- Financial aspects

Application Documents

Three separate application documents:

1. Personal Data

- Letter of Motivation/study plan
- CV
- English certificate (WiSo Business English course, FILTERtest, TOEFL, IELTS or Cambridge Certificate, Bachelor's degree fully completed in English)

2. Study Details

- BSc degree
- Current ToR from UoC
- Proof of enrolment

3. Professional Data

- References for internships, extracurricular activities...

Application Steps

Application opens on 1 December 2023

- new WEX section: my applications/my personal data
 - enter your personal data
 - start your application
 - select/start your applicant group
 - select your preferred list of schools
 - *start* uploading your application documents (*leave it open = don't submit*)

Once submitted – no alterations possible!

Deadline for **final** submission: 15 January 2024

What You Should Do NOW

- Please check:
 - English proof available?
 - CV documents complete?
- Browse WEX database
- Contact ZIB in case of any questions – we are happy to help 😊

STAP Info for MA Political Science

Contact

Veronika Langenberg

by phone:

0221 470 7065

by e-mail:

veronika.langenberg@uni-koeln.de

ZOOM:

sessions for individual counselling,
Tue 9:30-10:30 a.m. and 9:30-10:30 a.m.
(pre-booking required, link available on our homepage)

in person:

takes place at Student Service Center (WissPo B)
Mondays, 9-12 a.m. and 1-4 p.m.
(pre-booking required, link available on our homepage)



***Thank you very much for your attention,
I am looking forward to working with you***