

Auslandsstudium

P&E (B.A. and M.A.) and P&CS (M.Sc. and M.A.) students are strongly encouraged to spend part of their studies at a university abroad. A stay for the duration of one semester is recommended and generally the fifth semester is most suitable.

Nonetheless, students may choose a different semester or a longer duration of the stay.

Options to go abroad:

- Independent application and organization of a place at a foreign university
- Application through the International Office of the University of Bayreuth
- Application for a place offered through the Institute of Philosophy

The following information refers only to the places offered by the Department of Philosophy:

Contact Person: [Prof. Dr. Cristina Borgoni](#)

Upon successful application, the department's role is limited to assigning a spot at one of the partner universities. All further steps, like gathering information, completing application forms, must be carried out by the applicants themselves. Accordingly, the application to the Department of Philosophy is only the initial stage of the overall procedure.

Once applicants are selected, the Department forwards their names and matriculation numbers to the International Office. The International Office then formally nominates these students to the partner universities for the agreed exchange places. The partner universities subsequently provide the application documents, either directly to the students or through the International Office. These documents must be completed by the students independently (where necessary, including coordination of the study plan with Prof. Borgoni).

For study-abroad stays outside the Erasmus program applicants must submit their applications to the partner institutions entirely on their own.

The study-abroad places available through the Department of Philosophy are determined by formal exchange agreements with partner universities. Information regarding these universities and institutes can be found in the following section:

- [Our Partners Abroad](#)
- [Modality and Dates for the Application for a Study Place Abroad from the Philosophy's Department's Quota](#)
- [Recognition of Credit Points from Abroad](#)

Students outside of P&E can apply for vacant places from the Department of Philosophy directly at the International Office.

It is generally advisable for students to consult with other P&E students about their experiences abroad, including details of the application process.

For more information specifically for the students of the master programs P&E and P&CS please also check the website of the study program: [P&E \(M.A.\)](#) and [P&CS \(M.Sc. and M.A.\)](#).

English version: Auslandsstudium – Modalitäten und Termine

Dates

- **Info session Studying Abroad:** *in the beginning of the fall term, once a concrete date is set, the details will be announced via the P&E mailing list*
- **Application deadline for the first selection round (Global and Erasmus):**
December 1 of the respective year

Please check the application deadlines and starting dates for the foreign universities independently.

The assignment of a study place by the Philosophy Department does not constitute enrollment at a foreign university. The assignment merely means that you have been nominated by the University of Bayreuth to study abroad at the respective host university. The nomination must be approved by the host university. This may require further application. However, nominations by the University of Bayreuth are rarely rejected by host universities.

General information

Detailed information on the application process can be found on the [International Office's website](#).

If you require more detailed information, please consult this website first. You can also join the [e-learning course](#) offered by the International Office.

In addition to helpful presentations and webinar recordings, you will find all the information on the website in a clear and concise format.

Info Session Studying Abroad

Prior to the application process, the Philosophy Department offers an information event on studying abroad and the details of the application process. Afterwards, you will have the opportunity to ask questions. Representatives of the Philosophy & Economics Förderverein and the International Office are usually present at this event.

Application

As a student at the University of Bayreuth, you can apply for all Erasmus and Global places of the University of Bayreuth. Specially for students of the Bachelor's program in Philosophy & Economics, as well as the Master's programs Philosophy and Computer Science and Philosophy and Economics, there is a quota of P&E places. An overview of these can be found on this website under "Partners" and using the [International Office's search form](#).

As a P&E student (and as a student of the mentioned programs), you will be given preferential treatment when applying for a P&E place. In return, you will be given only

secondary consideration when applying for a non-P&E place. Applications are submitted via the International Office's MoveOn platform. You can specify a maximum of three preferences for study abroad places (i.e., a maximum of three preferences for Erasmus and another maximum of three preferences for the global exchange). It does not matter whether these are part of the Philosophy's Department quota or not. For details on the selection process, please refer to the subsections "Criteria for the acceptance of applicants (Global)" and "Criteria for the acceptance of applicants (ERASMUS)". It is possible to apply for a stay abroad either in the winter or the summer semester. However, please note that an extension is only possible from the winter semester to the summer semester and not the other way around.

Binding Acceptance of a Study Place

If you have been offered a place in the first round, you can then accept it bindingly. "Binding" means that by doing so you withdraw any other parallel applications you may have made and that you have no other restrictions. Please also note that the Philosophy Department only makes a recommendation for the allocation of study places, the final decision lies with the International Office and the partner universities. Please inform us of your binding acceptance as soon as possible after the assignment of places. You will then receive all further information from the International Office.

Important note: If you have accepted a Global place, you will no longer be considered for Erasmus places!

Language skills

For all study places, sufficient language skills in at least one of the languages of instruction are a mandatory requirement for a possible assignment. If there are several languages of instruction at a university, preference will be given to students who have proof of proficiency in all languages. Here, the International Office's criteria for proof of language skills apply. These can be found in the International Office's language proficiency tables. The language to be proven is the language of instruction at the respective university. This means that, for example in the case of Belgium, you do not necessarily need to speak French or Dutch (even if this is noted in the language proficiency table) as long as only English is spoken at the respective university. You will need to check this on a case-by-case basis.

- [Language proficiency table ERASMUS+](#)
- [Proof of language proficiency for stays outside of Europe](#)

Please make sure you complete the necessary language training sufficiently in advance. Please bear in mind that languages at the Language Center of the University of Bayreuth generally can only be taken up in the winter semester.

DAAD Test

In many cases, a DAAD test is sufficient to prove language proficiency. It is possible to take this test directly at the University of Bayreuth. You can check whether a DAAD test is actually sufficient in the respective language proficiency table (see above). Current information on the DAAD test in Bayreuth can be found [here](#).

Criteria for the Acceptance of Applicants (Global)

Places from the global quota are allocated centrally by the Presidential Commission for International Affairs at the University of Bayreuth. As the relevant meeting of the commission usually takes place in December, the results of the allocation are usually communicated to the students in question before the Christmas holidays. Two criteria are taken into account in the selection process: average grade (75%) and letter of motivation (25%). Please note that, unlike the allocation of Erasmus places, a letter of motivation is essential for global applications!

Please use the following [template for the letter of motivation](#).

Criteria for accepting applicants (ERASMUS)

The allocation of ERASMUS study places from the Philosophy & Economics quota is based on an initial allocation proposal prepared by the International Office, taking into account both ERASMUS and global place requests. This proposal is subsequently reviewed and approved by the Philosophy Department. Acceptances and rejections from the first selection round are usually published in February. Three criteria are relevant for the allocation of places: average grade, preferences for study places abroad stated in the application, and the planned duration of the stay. Unlike when applying for a global place, a letter of motivation is not necessary. The criteria mentioned above are weighed against each other for the allocation. As a general rule, the more preferences you specify the greater your chances of getting one of these places. If you state fewer preferences, your chances are higher of getting a specific place. In this regard you need to weigh up the options accordingly. A better average grade will also lead to preferential treatment.

Lastly, it should be noted that students who wish to study at a foreign university in their 5th or 6th bachelor semester generally have a better chance of getting a place but are not strictly given preference.

Important note: A letter of motivation is essential for non-P&E places in the Erasmus program! If you are applying for one of the non-P&E places, you must upload a letter of motivation to the MoveOn portal. This also applies to mixed applications: if, for instance, you are applying for one economics place and two P&E places, you must submit a letter of motivation (for the economics place). A letter of motivation is NOT required if you are only applying for P&E places!

Vacant Places

Places remaining after the first selection round will be allocated by the International Office. Please refer to the International Office website for dates and deadlines for the allocation of these places.

Responsibilities

For philosophy: [Prof. Dr. Cristina Borgoni](#)

For economics: [Tim Baule](#). Overall responsibility lies with Prof. Dr. Fabian Herweg. You can find essential information on credit transfer in economics here.

The crediting of credits earned abroad should be as unbureaucratic as possible. You can avoid disagreements by consulting with the responsible person (during office hours, by phone, or via email) before or during your studies abroad to determine how the courses you have taken can be reflected in the P&E study plan.

Study Plans

To study abroad, P&E students must generally submit an approved plan of courses they wish to attend at foreign universities. Approval is granted by Prof. Borgoni, with whom a study plan can be discussed during office hours.

Calculation

Grades are credited and, if necessary rounded after returning. Additional regulations apply to ECTS credits: in order to ensure uniform handling of the recognition of credits earned by P&E students abroad, options for splitting and bundling ECTS credits are created and, simultaneously restricted.

Foreign ECTS are converted one-to-one into Bayreuth ECTS credits, regardless of the country and university where they were earned. In this context you the following options:

a) Bundling and splitting: The credits from two courses can be added together and credited to up to two categories of the Bayreuth curriculum in a modified form. Example: Two courses abroad, in which 6 CP were earned in each, are counted as one 8-CP course and one 2 CP course according to the Bayreuth curriculum. Given that the courses are suitable in terms of content.

b) Downgrading; A course in which a certain number of points were earned can be credited with fewer points. Option (b) can be combined with (a).

It is NOT POSSIBLE to divide the credit points for a course completed abroad among several courses of the Bayreuth curriculum. The above mentioned options (a) and (b) cannot be used to credit more courses in Bayreuth than were completed abroad.

The conversion of grades for courses completed abroad will generally follow the Bavarian conversion formula. In exceptional cases, and at the Department of Philosophy's discretion, divergence from the formula may be taken into account.

Relevant Documents and Procedure

Prior to studying abroad, you coordinated the “Learning Agreement” (the bundle of courses to be attended abroad and recognized in Bayreuth) with Prof. Borgoni and discussed the possibility of recognition (see also section “Study plans”).

To have your academic credits from abroad officially recognized as a P&E Bachelor student, please use one of the following forms:

- [Section P \(cohort 2015 to 2018\)](#)
- [Section G and V \(cohort 2015 to 2018\)](#)
- [Section P \(since cohort 2019\)](#)
- [Section G and V \(since cohort 2019\)](#)
- [Section G and I \(since cohort 2023\)](#)
- [Section P \(since cohort 2023\)](#)
- [Section SPO and SC \(since cohort 2023\)](#)

a) Add the university and course title in the relevant section (e.g., P3, P4, etc. or V, M1, etc.). Please do NOT sign the form yourself!

b) Submit the pre-filled form together with the transcript of records from your host university, a description of the respective course (excerpt from the annotated course catalog), and a copy of any term papers you may have written to the office of [Ms. Monika Schecklmann](#).

Prof. Borgoni will sign the form and forward it to the Examination Office. This is done once a month, on the 20th day of each month. The Examination Office will transfer the form to Campus Online. If you have completed a large number of recognized courses abroad, the Examination Office will of course adjust the number of your subject semesters accordingly.