International Experience & Communication Skills
module
Bachelor in Management and Technology
For students who began their studies in
winter semester 2015/2016 or later

Section: International Experience (3 ECTS credits)

Types of international experience that can be recognized
- Summer/winter schools abroad, minimum 3 ECTS
- Study abroad, minimum 60 calendar days
- Internships abroad, minimum 60 calendar days
- Other stay abroad (excluding pure language courses), minimum 60 calendar days (e.g. Work and Travel, au pair, project studies)
- International students: First semester of their studies in Management & Technology

Conditions
- The international experience must take place either while the student is enrolled on the Bachelor in Management & Technology, or after the student has gained the higher education entrance qualification and no more than three years before they start their studies in Management & Technology (i.e. on or after October 1 three years ago)
- The minimum periods given for international experience are continuous periods of days/hours
- Germany and the country where the student gained their higher education entrance qualification are not considered "abroad"
- International students: For students who gained their higher education entrance qualification in a country other than Germany, Austria or Switzerland, the first semester of their studies in Management & Technology qualifies as international experience
- TUM and TUM School of Management (TUM SOM) are in no way obliged to arrange a period abroad for students

Deadline for submitting the Recognition Form
- International experience before starting your studies: End of the second semester of your studies at the latest
- International experience during your studies: Well before completing your studies
Documents to be submitted as electronic copy (pdf or similar) (check list)

- Recognition Form, filled in and signed
- Report of 15,000-20,000 characters (excluding spaces) as a text document, following the guidelines
- Copy of the higher education entrance qualification
- Signed declaration
- One of the following proofs of international experience (TUM SOM may require further evidence if necessary):

<table>
<thead>
<tr>
<th>Type of international experience</th>
<th>Possible proof</th>
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</thead>
<tbody>
<tr>
<td>Summer/winter school</td>
<td>Confirmation of participation, including dates and number of ECTS</td>
</tr>
<tr>
<td>Study abroad</td>
<td>Confirmation of stay issued by host university OR Copy of student ID / Enrolment certificate issued by host university AND Copy of outward and return tickets with boarding passes / Copy of entry and exit stamp in passport from host country (including page with passport photo)</td>
</tr>
<tr>
<td>Internship abroad</td>
<td>Certification of internship, including dates</td>
</tr>
<tr>
<td>Other stay abroad</td>
<td>Confirmation of participation, including dates OR Copy of outward and return tickets with boarding passes OR Copy of entry and exit stamp in passport from host country (including page with passport photo)</td>
</tr>
<tr>
<td>First semester of Bachelor in Management &amp; Technology (international students only)</td>
<td>Copy of higher education entrance qualification</td>
</tr>
</tbody>
</table>

Forms and report guidelines are available on the TUM SOM website under Downloads.

Please note that we can only make a decision about your application when we have received all the required forms electronically (as an email attachment).
Contact person and further information

Prof. Dr. Martin Moog / Dr. Simone van Riesen

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