International Management & International Experience module

Master in Management (MiM)

Section: International Experience (3 ECTS)

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)
- International students: First semester of their studies at TUM

Conditions

- The international experience must take place either while the student is enrolled in the Master in Management, or after the student has gained the higher education entrance qualification but no more than three years before they have started their studies (i.e. on or after October 1 of the previous year)
- The minimum periods given for international experience are continuous periods of days
- The country where the student gained his/her higher education entrance qualification is 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 MiM, together with a proof of basic German language proficiency (A1 or higher), qualifies as international experience
- TUM and TUM School of Management (TUM SOM) are in no way obliged to arrange a period abroad for students

German language skills

All students have to acquire basic language skills in German during their course of study (A1 or higher)

Deadlines

- International experience before starting the programme: End of the second semester of your studies at the latest
- International experience during your studies: Before completing your studies

Documents to be submitted (checklist)

- Recognition form, filled out and signed
- Proof of German language proficiency (e.g. language course certificate, “Abiturzeugnis” etc.)
- Report (please see below) as a text document
- Official declaration, that the report has been written solely on your own
- Proof of International Experience:
<table>
<thead>
<tr>
<th>Type of international experience</th>
<th>Possible proof</th>
</tr>
</thead>
<tbody>
<tr>
<td>Summer/winter school</td>
<td>Confirmation of participation, including dates and number of ECTS</td>
</tr>
<tr>
<td></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>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 MiM (international students only)</td>
<td>Copy of higher education entrance qualification AND proof of German language proficiency (e.g. German course certificate, test certificate)</td>
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</tbody>
</table>

TUM SOM may require further evidence if necessary

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 persons:**

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

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international-experience@wi.tum.de
Report guidelines

Formal requirements:
- 15,000-20,000 characters (excl. spaces; approx. 6-8 pages)
- German or English
- Must be submitted as a text file (e.g. in Word) electronically

Structure (mandatory):
1. Short description of the international experience
2. Similarities and differences between your own culture and the culture(s) of the people in your social environment
3. **Transfer and Embedding of experiences into a scientific management context**
4. Example of an intercultural conflict, difficulty, etc.
5. Concluding thoughts

Guidelines for each part of the report:
1. **Short description of the international experience (max. 3,000 characters, excl. spaces)**
   - How did I organize my international experience (e.g. period abroad, project)?
   - Where was I, for how long, and what did I do?
   - Who did I have contact with, and what form did this contact take?

2. **Similarities and differences between your own culture and the culture(s) of the people in your social environment**
   - How did people around me behave and what struck me the most?
   - In what ways was their behavior different or similar to mine?
   - In which ways differ the management styles I observed at my workplace or at my host university from what I am used to, or in which ways are they similar?
   - What do those similarities and differences say about me, my culture or the business cultures I have encountered so far?
   **(Please note: We are interested here in differences and similarities on an interpersonal level in both private and business aspects of life but not geographical differences, differences in the climate, etc.)**

3. **Transfer and Embedding of experiences into a scientific management context:**
   - How can I associate my experiences gained abroad with scientific practice using available scientific concepts and methods? For this purpose, a list of references is suggested below.
   **(Attention: The references listed herein are not compulsory but rather meant to serve as guidelines. Students are very welcome to refer to alternative relevant scientific literature in accordance with their own experiences.)**

4. **Example of an intercultural conflict, difficulty, etc.:**
   - Structure: Description – How I interpreted the situation – How the other people involved interpreted the situation (change of perspective) – Reflection
   - Think about a specific situation in which you felt strange or uncomfortable, where differences became evident, where difficulties or conflicts arose, or where you were simply surprised (the situation can also be a funny one).
• What was the problem, the cause of the conflict or the reason I felt uncomfortable, etc?
• How did I react at the time? How did I attempt to solve the problem?
• How would I interpret the situation now? What other interpretations are possible?
• Looking back, what alternative reactions or attempts to solve the problem on my part would have been possible – or maybe even better?

5. Concluding thoughts:
• How did I benefit from my time abroad (project, etc.) in terms of intercultural or international experience?
• What did I discover about my own culture?
• What did I discover about other people and their culture(s)?
• How will my time abroad influence my future professional performance?
• What did I learn about interculturality/intercultural communication?

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Annex – List of references (examples)


Müller, S./Gelbrich, K. 2014.


