

Academics: Course and Credit Information
Freie Universität, FUBiS Summer Program
Updated August 2011

Choosing the Right Subjects

- The FUBiS listing of available courses is accessed through the EuroLearn website via <http://www.eurolearn.org/Subject/ProgramID560/>
- Students may choose from the following academic options for either Term II or Term III:
 - One semi-intensive German language course and one subject course
 - Two subject courses
 - One intensive German language course
- While you may enroll in two subject courses taught in English, EuroLearn strongly encourages all students going to FUBiS to take a minimum of one German language course.
- Please note the letter of the Course Track as being either “A”, “B”, or “C”. Academic and Language Tracks A and B may be combined. Intensive language track C cannot be combined with courses from Tracks A or B.
- The course credit values will vary depending on which courses are selected and the Term of participation. Term II is 6 weeks in duration while Term III is 4 weeks in duration. Term II students may take 9-12 ECTS credits and Term III students may take 6-8 ECTS. Two ECTS credits are typically equivalent to 1 U.S. semester credit.
- Unless indicated otherwise, courses are taught in English; no previous knowledge of the German language is required.

Prerequisites and Course Approvals

- Students wishing to take a language course (either Intensive or Semi-Intensive) are asked to list the proficiency level of their choice. There will be an on-line placement test given approximately three weeks before the program term starts and a short interview on the first day of the program. This is to assure that you are placed in the appropriate proficiency level which corresponds to your German level. A change in levels may be accommodated during the first days of the program term.
- Students wishing to take subject courses taught in German must have language proficiency equivalent to the upper-intermediate or advanced level to be admitted to the course.
- Where a prerequisite is listed, you are not expected to have taken exactly the same course at your own institution, but you are expected to have studied the same subject area at the same level as the FUBiS prerequisite.
- Be sure that you have submitted updated transcripts to EuroLearn so that your prerequisites can be properly evaluated. If your current course registration is not listed on the transcript you will need to provide a list of courses underway as one may represent the prerequisite.
- Keep in mind that course enrollment is carried out on a first-come-first-served basis. As a result, applying early is always a good idea.

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Course Scheduling and Enrollment

- When you have been accepted to the EuroLearn program you will be asked to submit a FUBiS Registration Form listing the 1 or 2 courses that you would be interested in taking at FUBiS.
- The maximum enrolment is 18 students for subject courses and 15 students for German Language courses. If your choices cannot be accommodated because the course is already fully booked, your EuroLearn coordinator will contact you to discuss alternative options.
- Due to the intensity and short duration of the program there is no add/drop period. However, a class change is possible under the following narrow circumstances:
 - The deadline for changing a class is the first Wednesday of a 4 week program or the first Friday of a 6 week program. No class change is possible after this time.
 - If the maximum enrollment of the other class is not met.
 - The instructors of both classes have approved the change.
 - The student has to contact the program coordinator to seek written approval.
 - The student should verify transfer credit with his or her home university.

Academic Differences between Germany and U.S./Canada

In general, Germans complete their Bachelor's degrees in 3 years. They do not have to fulfill core requirements in a variety of disciplines, so they start taking classes towards their major during their first semester. Therefore, 1st year classes in Germany are generally equivalent to 2nd year classes in the US; 2nd year German classes are equivalent to 3rd year US classes; and 3rd year German classes are equivalent to 4th year US classes. There are always exceptions to this, however, and it is up to your university to decide the credit and level they will award.

Attendance in class and at any officially scheduled course-related activity is mandatory, both in German language courses and in content courses. Punctuality is expected, also out of respect to both teachers and fellow students. Absence due to illness or another legitimate reason must be reported to the FUBiS office and to the teacher in question by phone or e-mail. Personal travel and visits by relatives or friends are not accepted as reasons for absence.

Assessment in the FUBiS program will consist of the following:

- Regular attendance and active class participation are keys to being successful in all FUBiS courses.
- Detailed course syllabi are available through the Course Catalog as listed above. Grading percentages and assignments (essays, exams, other) are listed on each course syllabus.
- FUBiS employs the concept of the "extended classroom" to tie the academic work carried out in the FUBiS building to the tremendous variety of historical, political, cultural, and societal sources and opportunities available in contemporary Berlin. Many content courses feature field-trips and assignments that take advantage of these sources and opportunities.

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GRADING CONVERSION GUIDE

Freie Universität, FUBiS Summer Program

EuroLearn and its partner Universities recognize that the transfer of credits and conversion of marks for students who have participated in the Study Abroad Program is the responsibility of the visiting student's home institution. The following information is a guide to assist in understanding Freie Universität Berlin's numerical grading.

FU Grade	US Grade	Points on 100-Scale
1.0	A	100 - 97
1.3	A	96.9 - 92
1.7	A-	91.9 - 90
2.0	B+	89.9 - 88
2.3	B	87.9 - 83
2.7	B-	82.9 - 80
3.0	C+	79.9 - 78
3.3	C	77.9 - 73
3.7	C-	72.9 - 70
4.0	D+ or D	69.9 - 68
> 4.0	F	< 68

Please note that the grades of 1.1, 1.2, 1.4, 1.5, 1.6, 1.8, 1.9, 2.1, 2.2, etc. are NOT given. All non-language electives taught in English are 2-3 semester credits. German language courses will be worth 3 or 4.5 credits depending on the course. Official transcripts will be issued by Freie Universität and submitted through EuroLearn following the completion of the student's term. Please note that credits can only be awarded if you are currently / have been enrolled at a university or college.

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