

Checklist for your mandatory stay abroad/mobility phase FR Anglistik und Amerikanistik

Your study programmes include a mandatory stay abroad. Please read this checklist carefully before you start planning your stay abroad (BA/teaching degrees) or mobility phase (MA). This checklist is meant to help you understand the minimum requirements for your stay abroad, but you must still discuss your plans with your stay-abroad advisor, Dr Heike Mißler. Before you begin your stay abroad, you must fill in and sign a form (the so-called "Vereinbarung", a written agreement on your stay abroad) and send it to Dr Mißler. You can download the form from the departmental website (click on the website menu, then choose "Student Services" – "Stay Abroad" – "Important documents for your stay abroad.")

If you don't know where to start, the University's Go-Out Service Center (bld. A4 4, Campuscenter) is a great first point of contact to find out more about funding options, partner universities, and internship opportunities. Make an appointment here: <https://www.uni-saarland.de/en/global/go-out.html>

1. Duration of the stay abroad (BA/teaching degree) or the mobility phase (MA)

Study programme:

- **BA 2016/17:** Major: 6 months (+ portfolio 17 CP); Minor: 3 months (+ portfolio 12 CP)
- **BA EuLit:** 6 weeks (+ portfolio 6 CP)
- **MA 2017:** Mobility phase in the single-subject MA: minimum 3 months (+ portfolio 15 CP); Major: minimum 6 weeks (+ portfolio 8 CP); Minor: elective element within the so-called "specialization module" = minimum 6 weeks (+ portfolio 8 CP)
- **Lehramt (teaching degrees) 2012/2016:** LAB/LS1 3 months; LS1+2 6 months (2nd foreign language: 3 months)

Minimum duration:

- The dates of your stay abroad can be freely chosen but MUST comply with the minimum duration as stated above. This means...
- Six months = 26 weeks (or 182 days), three months = 13 weeks (or 91 days).
- Travel days are NOT included in the duration of the stay.
- It is possible to split a three or six-month stay into two parts of approximately equal length. You must notify your stay-abroad advisor and the respective examinations office (the ZPL for teaching-degree students, the Prüfungssekretariat BA/MA for all other students) in advance if you are planning to do this.

2. Possible activities during the stay abroad / mobility phase

As per the regulations for your respective study programmes (translated and summarized or excerpted below), the stay abroad/mobility phase...

Teaching degrees:

... has to be related to the study programme, enabling students to put their theoretical knowledge into practice. The stay abroad helps prospective teachers of English to improve their spoken and written English and acquire in-depth knowledge about correct language usage in a range of situations. The stay abroad also helps students to develop their intercultural competences and to act as cultural mediators. Studying at a university or working as a foreign language assistant at a school in an English-speaking country are considered ideal activities for your stay abroad.

BA:

... has to be related to the study programme. Suitable activities include

- Studying at a university
- Attending summer schools and/or language courses
- Doing internships or working for educational or cultural institutions, e.g., language schools, the Goethe Institute, museums, research institutions, companies in the private sector, etc.

MA:

“The particular form of a student’s mobility phase shall be determined in consultation with the responsible members of staff at the Department of English (FR Anglistik und Amerikanistik)

Students should attend an advisory meeting on how to structure and organize their mobility phase, the details of which shall be set out prior to travel in a formal learning agreement that clarifies the credit recognition process for the planned work or study activities.”

The following minimum requirements apply to any stay abroad/mobility phase in our study programmes:

- 1. Semester abroad at a university:** As a rule, you have to take three to five courses or modules.
- 2. PAD/school internships:** You have to complete at least 12 teaching hours per week.
- 3. English language courses:** You have to take at least 20 hours of lessons per week, the majority of which must be in-person lessons (at least 12 hours). The course has to have an

adequate language level: For BA students: C1 of the CEFR; for teaching-degree and MA students: C1+/C2 of the CEFR.

4. Internships/jobs: You have to work at least 20 hours per week, the majority of which must be in-person work (at least 12 hours).

5. Volunteering: You have to work at least 20 hours per week, the majority of which must be in-person work (at least 12 hours).

If you do not comply with these minimum requirements, your stay abroad will not be recognized.

3. Possible countries for the stay abroad

- All English-speaking countries that use English as their first, official and everyday language, such as the United Kingdom, Ireland, the USA, Canada, South Africa, Australia and New Zealand.
- Former British colonies that use English as their official language and lingua franca (such as English-speaking countries in the Caribbean; India; Kenya; Nigeria; etc.) might be possible if you notify your stay-abroad advisor in advance and can provide proof of an English-speaking work environment.
- MA students can do their mobility phase in an English-speaking work or study environment which is not necessarily located in an English-speaking country. However, we strongly recommend that MA students choose English-speaking countries for their mobility phase.

4. Documentation

- Students are required to document their stay abroad/mobility phase in a transparent manner in order to ensure recognition.
- Students have to provide supporting documentation for their stay abroad. This must include the following: 1. proof of occupation, 2. travel confirmation, and 3. proof of residence.
- Students must submit the relevant documentation to their stay-abroad advisor within six weeks of their return. The documentation will be checked by the stay-abroad advisor and then submitted to the respective examination offices. This process takes up to six weeks.
- Possible supporting documents include travel tickets, stamps in passport, visa documents, a confirmation or reference from your employer, transcripts of records, Erasmus documents, confirmation from the lessor, rental agreements, and proof of opening a bank account.

5. Stays abroad prior to your enrolment at Uds

A stay abroad prior to your studies at UdS can only be recognized if it meets the criteria listed above and if you enrolled at UdS immediately afterwards.

6. Exemption from stay abroad

Students (BA and teaching-degree programmes) may be exempted from a stay abroad during their studies if they can provide proof that they attended secondary school or university in an English-speaking country, or worked there for several years, and were a permanent resident of that country.

7. What does not count as a stay abroad/mobility phase?

- Vacation and tourist stays
- Short stays unrelated to the study programme
- Having a residence permit in an English-speaking country but not actually having lived there.