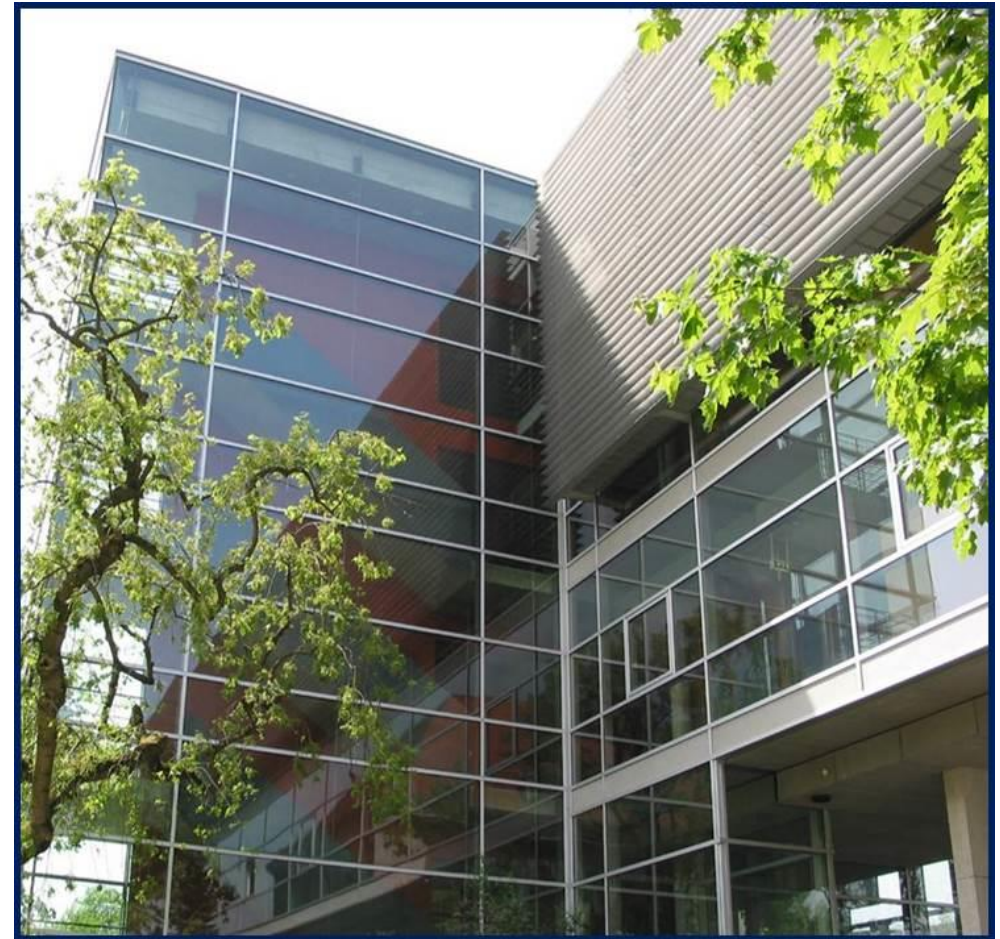


Double Degree Fact Pack
German-Chinese Double Degree
(B. Sc.) with Tongji University /
Sun Yat-sen University*

Chair Prof. Ringlstetter (LSR)
Dr. Andreas Riffel (International Office)
Franziska Rast (Student Counselling)
Ingolstadt, November 2020



* Please note that Sun Yat-sen University is not available for students enrolled in winter semester 2021/22 or later

This document is intended to serve as an overview and is for information purposes only. It provides an overview of the general structure and procedure of the described dual study degree program.

Consequently, the document may be subject to change and might not reflect the (current) terms of the program's underlying legal basis, particularly in regards to the relevant study and examination regulations as well as contractual agreements of the involved institutions. Also, such study and examination regulation may vary from student to student.

This document is not legally binding and in issuing this document, Katholische Universität Eichstätt-Ingolstadt makes no representation that it will execute any legally binding deed with the recipient of it.

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Program Outline

Program partners:	<ul style="list-style-type: none"> • Tongji University School of Economics and Management (Tongji-SEM), Shanghai, China • Sun Yat-sen University Business School (SYSBS), Guangzhou, China
Program start:	<ul style="list-style-type: none"> • Annually • WFI students study semesters 1-4 at WFI, then travel to China in the following year for semesters 5-8 • Tongji-SEM / SYSBS students start at their university with semesters 1-4, then travel to Ingolstadt for semesters 5-8 • Bachelor thesis has to be written (and defended) in English at host university
Reg. program duration	8 semesters

WFI Specifics

Study track and awarded degree:	B. Sc. in Business Administration ("Internationale Betriebswirtschaftslehre, BWL")
Required credits for completion:	240 ECTS
IO contacts:	Armelle Langenwald (outgoing) / Alice Rohn (incoming)





Advice on study organization, choice of specialization, grade limits

Franziska Rast
HB 208
E-Mail: studienberatung-wfi@ku.de
Tel.: +49 841 / 937 – 21863

Advice on stay abroad, scholarships, visa regulations

Dr. Andreas Riffel
HB 210
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Tel.: +49 841 / 937 – 21923

Academic Supervision

Chair Prof. Dr. Ringlstetter
NB 209
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Tel.: +49 841 / 937 – 21936



International Cooperation & Accreditation Office, School of Economics and Management; Tongji University

Sandrine Chen
6th Floor, Tongji Building A
Siping Road 1500,
Shanghai, P.R. China, 200092

Senior Coordinator for International Cooperation; Sun Yat-sen Business School

Lenore Xu
Room S223, Shanheng Hall, No.135
West Xingang Road,
Guangzhou, P.R.China, 510275

Please note that Sun Yat-sen University is not available for students enrolled in winter semester 2021/22 or later

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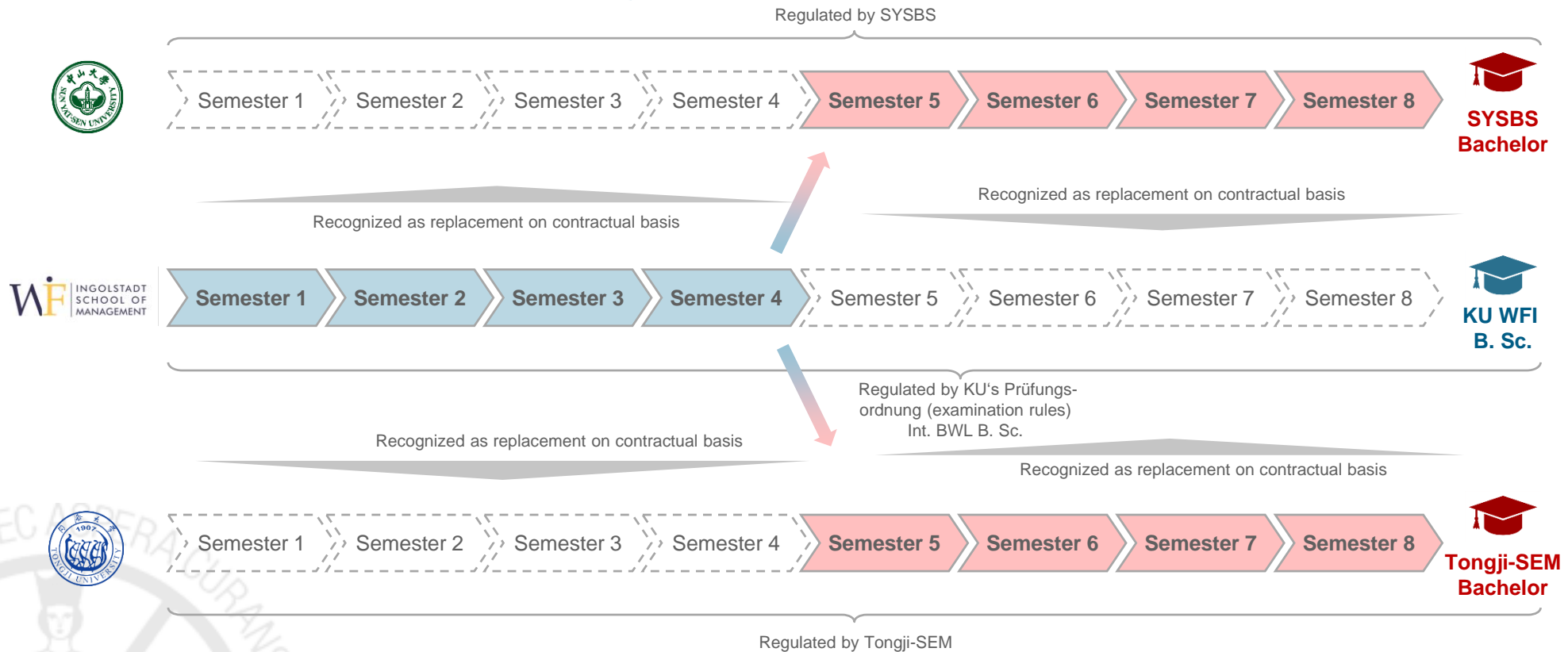
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Course of studies and reciprocal credit recognition

 WFI Students



Upon successful completion of the program...

- **Chinese Students** receive – in addition to their Chinese degree – a Bachelor of Science (B. Sc.) degree from WFI
- **WFI students** receive – in addition to their WFI degree – a Bachelor in Management from Tongji-SEM / SYSBS
- To receive both degrees, it is **crucial to precisely follow both institutions' rules and regulations**

Please note that Sun Yat-sen University is not available for students enrolled in winter semester 2021/22 or later

Timeline and course overview

 WFI Students



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Admission requirements

OUTGOING

WFI students to SYSBS

- To be nominated by WFI
- Have completed the first two years of their Bachelor program
- Average grade of 2.5 or better in relevant subjects on 5.0 scale
- English: TOEFL IBT 90 or IELTS 6.5 or above

WFI students to Tongji-SEM

- To be nominated by WFI
- Have completed the first two years of their Bachelor program
- Qualified academic and English levels to follow the instruction
- Average grade 3.0 and above on 4.0 scale (3.75 of 5) (→ **~2.0 and better**)
- English: TOEFL IBT 79 or IELTS 6.5 or above

INCOMING

SYSBS students to WFI

- To be nominated by SYSBS
- Have successfully completed first two years of Bachelor program
- Average score of +75% in relevant subjects

Tongji-SEM students to WFI

- To be nominated by Tongji-SEM
- Have completed the first two years of their Bachelor program
- Qualified academic and English levels to follow the instruction

- For the calculation of the average grade, the compulsory courses of the first two semesters will be used, i.e. 50 ECTS. Compulsory courses are: (1) Unternehmensführung; (2) Betr. Rechnungswesen; (3) Einf. VWL; (4) Mathematik; (5) Privatrecht I; (6) Jahresabschluss & Unternehmensbesteuerung; (7) Grundl. Marketingmanagement; (8) Makroökonomie; (9) Mikroökonomie; (10) Deskriptive Statistik. Failed courses are included in the calculation with the grade of 5,0.
- We advise to take the Chinese HSK Level 3 Test. However, it is not required as part of the nomination process.

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Study abroad rules

- All participating students must **adhere to the rules and regulations** of their home and host institutions
- Studying in China as a double degree student is **not allowed** if you have the **Chinese citizenship**, or if you have previously owned the Chinese citizenship due to regulations of the Chinese ministry of education
- Participating students shall **not attend courses at the host institution which they have already attended** at their home institution
- Participating students shall **not take part in further study abroad activities** (such as additional study abroad semesters) between the universities involved outside of this program
- Students will be eligible for the double-degree only if they follow all rules and regulations of their respective study programs / participating institutions (including e.g. examination regulations, “Studien- und Prüfungsordnung” etc.)
- For students applying for SYSBS, it is necessary to submit their certificate of qualification (“Abiturzeugnis”) in English. Please get in Contact with IO regarding this

Program completion requirements to obtain the degree at the host institution

OUTGOING

WFI students at SYSBS

- Complete 120 ECTS at WFI in the first two years
- Complete 50 credits with an average grade of 2.0 or above (on a 5.0 grading scale) and submit a thesis during their studies at SYSBS in the last two years
- Achieve Chinese HSK Level 5 while in China

WFI students at Tongji

- Must complete 120 ECTS at WFI in the first two years
- Students must submit a thesis in English with a 1,000 word abstract in Chinese, defend their thesis at Tongji-SEM and acquire Chinese HSK Level 2
- Complete remaining credits and submit thesis at Tongji-SEM

INCOMING

SYSBS students at WFI

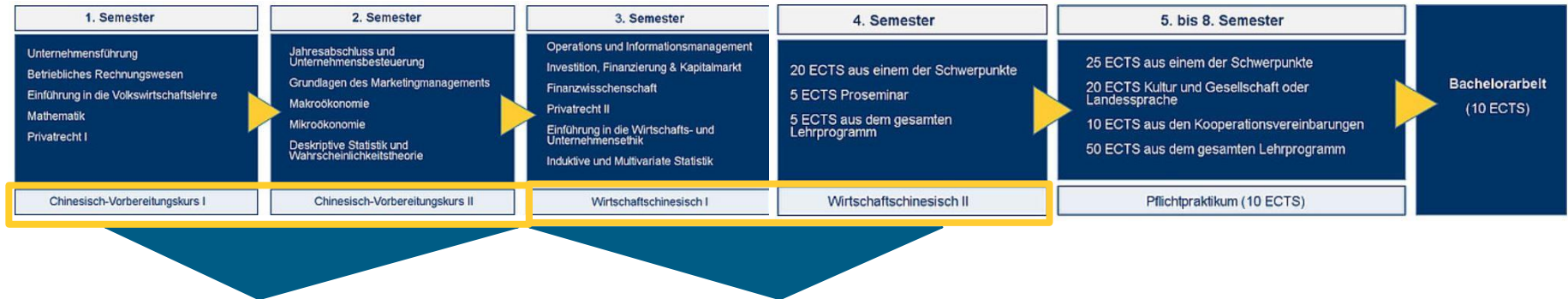
- Complete 98 credits with grade points 2.5 or above (on a 5.0 grading scale) in the first two years at SYSBS
- Complete 120 ECTS (incl. thesis) and submit the thesis at WFI

Tongji students at WFI

- Submit their thesis either in English or German in accordance with KU's rules of examination

 Rules and requirements of the partner institutions apply. Degree by partner institutions will only be awarded when their respective requirements (e.g. regarding credits, passing grades etc.) have been met.

Since the recent past, **sport tests** are possible and **personal defense** of the thesis is to be expected.



Chinese preparatory Courses 1 and 2 (SprZ EI)

Prior 1. semester (WS)	<ul style="list-style-type: none"> Preparatory course 1.1 3 weeks / 60hrs intensive
During 1. semester (WS)	<ul style="list-style-type: none"> Preparatory course 1.2 3 SWS / 39hrs
After 1. semester (WS)	<ul style="list-style-type: none"> Preparatory course 2.1 4 weeks / 80hrs intensive 20hrs online
During 2. semester (SoSe)	<ul style="list-style-type: none"> Preparatory course 2.2 3 SWS / 36hrs

➔ 235hrs

Business Chinese Courses 1 and 2 (Wspr IN)

Prior 3. semester (WS)	<ul style="list-style-type: none"> Business Chinese I.1 2 weeks / 40hrs intensive
During 3. semester (WS)	<ul style="list-style-type: none"> Business Chinese I.2 3 SWS / 39hrs
During 4. semester (SoSe)	<ul style="list-style-type: none"> Business Chinese II 5 SWS / 60hrs

➔ 139hrs

Language Training Chinese / Business Chinese

- **Total duration:** 374hrs
- **Objective:** HSK-level 3 („intermediate“)

Overview

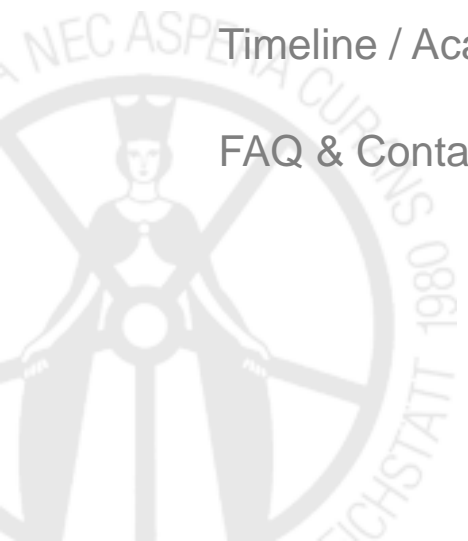
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Course Selection in China

- Students will be able to select from a list of specialization courses: [Check Partner Uni's Fact Sheet](#)
- Course restrictions may apply
- Important: Courses that should replace “Pflicht-”, “Wahlpflicht-” or “Wahlkurse” at WFI must be confirmed by a “Teilstudienvertrag” prior to departure.

Course Selection at WFI

- Courses must be selected on the basis of the examination rules („Prüfungsordnung“) for B. Sc. / Internationale BWL
- Course restrictions may apply
- If the cooperation agreement does not determine any appropriate modules, the required ECTS-Points have to be provided by further elective modules

Grades will be converted as follows

% of points of maximum marks		96-100	91-95	86-90	81-85	76-80	71-75	66-70	61-65	56-60	51-55	41-50	< 40
WFI	Grade	1,0	1,3	1,7	2,0	2,3	2,7	3,0	3,3	3,7	4,0	5,0	
Sun Yat-sen	%	100-96	95-90	89-87	86-83	82-80	79-77	76-73	72-70	69-65	64-60	<60	
Tongji	%	100-96	95-90	89-87	86-83	82-80	79-77	76-73	72-70	69-65	64-60	<60	

Credit point conversation:

Chinese Credits : ECTS 1 : 2

Grade Requirements to obtain the degrees:

- To obtain WFI's B. Sc. degree, students must generally score at least a passing grade (WFI: "4.0") in every module. A student may apply to obtain the B. Sc. degree if only one module was marked failed (WFI: "5.0") based on the rules outlined in the examination rules ("Prüfungsordnung"). Please look into examination rules, §7 (2), to see full requirements.
- SYSBS / Tongji-SEM grade requirements: Check local passing regulations
- After having attained all required credits, students have to apply for the WFI B. Sc. certificate ("Zeugnis") to be issued. It will not be issued automatically.

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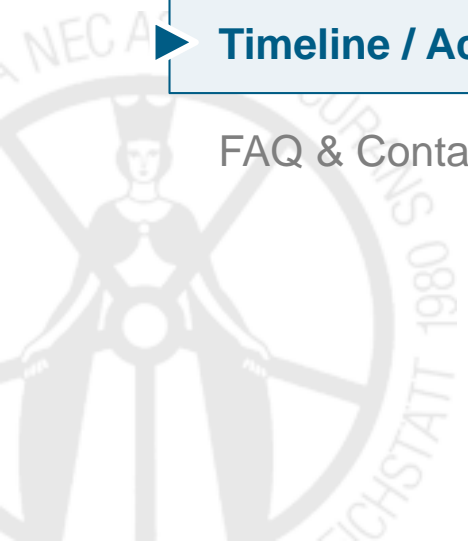
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Important Information

 **WFI Students**

Event	Approx. Date	Semester
Welcome Event	September	1
Going abroad – General Information	November	1
Intercultural Training	March	1
Consulting service on grades and TOEFL	March	1-2
Consulting service on scholarships	June	2
Information on choosing Major	June	2
Information on Internships abroad	Tbd	4

Please keep in mind:

- Pay attention to KU's general semester timeline ("Semesterzeittafel")
- Course and Exam registration at WFI will be conducted via KU.Campus in future

* Approximate; exact date may vary from year to year

Important Events and Deadlines

 WFI Students

Event	Approx. Date
Student application deadline at outgoing WFI home institution	15.01
Application deadline at SYSBS for fall semester	15.04.*
Deadline for nomination at Tongji-SEM for spring semester by home university	20.04.*
Deadline for online application by students	30.04.*
Deadline for submitting applications per email	20.05.*
Registration at SYSBS for fall semester	End of Aug./beginning of Sept.
Registration at Tongji-SEM for fall semester:	02.09*
Orientation at SYSBS for fall semester	beginning of September
Orientation at Tongji-SEM /Welcome Ceremony	03.09.
Semester duration Tongji	WS: 14.09 –22.01* SS: 01.03.–09.07*
Semester times SYSBS	WS: 03.09 – 20.01. * SS: 04.03 – 18.07 *

Please keep in mind:

- Pay attention to KU's general semester timeline ("Semesterzeittafel")
- Course and exam registration at WFI is conducted via KU.Campus

* Approximate; exact date may vary from year to year

Please note that Sun Yat-sen University is not available for students enrolled in winter semester 2021/22 or later

Online application via *Mobility Online* is mandatory! The application period is usually from mid-December to mid-January.

Important: Pay attention to the current registration timeline communicated by the International Office!

More information is available here: <https://www.ku.de/international/studierende-der-ku/studienaufenthalt-im-ausland/fakultaetseigen>

Bewerbung

Formale Voraussetzungen	+
Sprachvoraussetzungen	+
Bewerbungsfrist	+
Auswahlkriterien	+
Online Bewerbungsportal	+

Bewerbungsfrist

Die Bewerbungsfrist im Wintersemester 20/21 für einen Studienaufenthalt im Wintersemester 21/22 oder Sommersemester 22:

14. Dezember 2020 bis zum 15. Januar 2021

Die Bewerbung läuft online über unser Bewerbungsportal „*Mobility Online*“. Ende November bzw. Anfang Dezember gibt es eine Infoveranstaltung zum Bewerbungsverfahren. Beachten Sie dazu die Termine auf der Website sowie über unsere Social Media-Kanäle.

Reihenfolge des Bewerbungsverfahrens

- Ausfüllen und Absenden der Online-Bewerbung innerhalb der Bewerbungsfrist**
über den jeweiligen Link „Erstmaliger Zugang zur ONLINE-BEWERBUNG“
- Hochladen bzw. einreichen weiterer geforderter Bewerbungsunterlagen**
über den Link, den Sie per E-Mail zugeschickt bekommen oder über den Link „ZUGANG zu *Mobility-Online*“
- Auswahl der Bewerber und Zusage/Absage**

Achtung:

- Wenn Sie sich zum ersten Mal anmelden, benutzen Sie bitte den Link „Erstmaliger Zugang zur Online-Bewerbung“
- Wenn Sie Ihre Bewerbung erfolgreich abgeschickt haben, benutzen Sie bitte den Link „Zugang zu *Mobility Online*“.
- Den Stand Ihrer Bewerbung können Sie jederzeit im „Workflow“ (kurz WF) einsehen. Weitere einzureichende Unterlagen und/oder nächste Schritte sind ebenfalls im Workflow ersichtlich. Das Häkchen „Bewerbungsunterlagen vollständig“ können natürlich nicht Sie selbst aktivieren, denn es erfolgt durch das International Office NACH Prüfung Ihrer Unterlagen.

Wenn Sie Ihre Bewerbungsunterlagen aktualisieren wollen bzw. weitere Schritte in Ihrem Workflow vornehmen müssen, nutzen Sie bitte ausschließlich den Link **„ZUGANG zu MOBILITY ONLINE“**

Technische Hinweise:

- Bei der Eingabe der Kennung unterscheidet *Mobility Online* zwischen Groß- und Kleinschreibung!
- Wenn Sie Ihr Passwort vergessen, müssen Sie es beim Webservice der KU ändern!
- Die Authentifizierung erfolgt immer mit der KU-Kennung (also zum Beispiel ggs1234 und das dazugehörige Passwort)

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Please follow these steps / approach these contacts to clarify any question

	Study Coordinator	International Office / Outgoing	Center for Business Languages	Examination office	Chair / Program Liasion Manager
?	<ul style="list-style-type: none"> • General study inquiries • Course selection • Specialization • Change of program • ... 	<ul style="list-style-type: none"> • Application process and documents • Courses, grade transfer at host university • Contact to partner • General inquiries DAAD scholarship • Program-wide / partner issues • Escalations/Complaints 	<ul style="list-style-type: none"> • English / Chinese preparation courses • Language test pre-paration / assessment • ... 	<ul style="list-style-type: none"> • Recognition / conversion of credits and grades • ... 	<ul style="list-style-type: none"> • Recommendation letter • ...
@	studienberatung-wfi@ku.de	outgoing@ku.de / incoming@ku.de / Andreas.riffel@ku.de	lawrence.diederich@ku.de	julia.obermeier@ku.de	Max.ringlstetter@ku.de

- 
- Before you ask: Try to clarify the issue yourself
 - Plan ahead and schedule enough time to get your question answered
 - Keep your inquiry as short and simple as possible
 - Be polite ;-)
 - Remember: A lack of planning on your part does not necessarily constitute an emergency on ours

1. How proficient do I need to be in English / Chinese? / When should I take the TOEFL / IELTS?

Please refer to the respectively required levels for the partner institutions. You might want to consider completing the test early enough to be able to retake it in case you do not achieve the relevant score. However, be aware of the test's validity date at the time of application. Incoming students to KU / WFI usually need a level of B2 in English.

2. Where will I stay during my studies in China / Ingolstadt?

All partner universities offer assistance through their respective international offices, but students are also expected to arrange accommodation themselves. At SYSBS and Tongji-SEM, students can apply for a dormitory room. Please refer to the latest "Fact Sheets" which will be sent to you prior to departure. WFI students often find accommodation through personal relationships with more senior WFI students or personally after arriving in China. Through local agents it is relatively easy to find suitable flats off-campus.

Ingolstadt offers various student accommodation opportunities ranging from hostels to private accommodation.

3. Who will support me locally?

All institutions have a student buddy system, local IO and a liaison manager to support students from partner universities. For general questions, students should first seek support from their student buddy before contacting the IO or the liaison manager.

5. What should I do if I need to extend my studies (illness before / during my stay abroad or insufficient grades)?

In general, participating institutions usually accept the partner institution's local rules and procedures (e.g. as outlined in KU's "Prüfungsordnung Internationale BWL B. Sc.") for a possible extension of studies due to

- (chronic) illness or
- insufficient grades of a student.

At WFI, students suffering from illness and requesting to extend the time of an examination or postpone it may be asked to obtain a medical certificate by a doctor chosen by the institution.

In case of insufficient grades (at WFI: "5.0"), students may repeat their exam twice at WFI before a course is finally determined as "failed". Students having obtained non-passing grades are generally responsible for fulfilling any local requirements (e.g. physical presence) when repeating an exam. Exceptions may only be granted based on the institution's examination rules and procedures.

Should there arise a need for extension, please discuss and clarify your specific situation with the respective institution.

6. How should I prepare for my stay abroad?

Besides logistical details (visa, housing, transportation, vaccinations, transcripts etc.), it is important to prepare culturally for the study abroad. This may include additional language training or reading about local culture, customs, geography, and law. In addition, students should frequently interact with their Chinese / German program mates. For logistical planning, please get in touch with the IO early. All other preparation is the responsibility of the students.

7. How should I behave when studying in China / Germany?

As guests and representatives of their home institution, all participating students have to comply strictly with any local rules and regulations, law or government officials. This applies to all behavior and particularly to the use of alcohol and drugs.

8. Which costs will I face?

The participating institutions waive their study fees for the double degree students on a reciprocal basis. Students are responsible for their own travel costs, living expenses, medical insurance, visa and other expenses during their stay at the host institutions.

Past WFI students in Guangzhou spent around € 800-1,200 / month; for housing € 300-500 and € 300-500 / month for cost of living. Shanghai appears to be more costly.

9. Which scholarships are available?

In the past, a small number of DAAD scholarships was available each year (3x SYSBS € 800 / month + € 800 travel). These scholarships are administered by the program coordinator's chair. In addition, students can apply for additional scholarships on a private basis (e.g. by foundations, KU scholarships etc.).

10. Can I travel home during the semester breaks?

Please clarify with your host university. In general, you are free to travel during your spare time. However, you might have to attend a language course during the summer break or have other obligations.