

Full-time Master's Degree Programs

Campus-Boulevard 30
Cluster Produktionstechnik
3rd Floor
52074 Aachen
GERMANY

www.academy.rwth-aachen.de

German Language Course Sponsoring for Enrolled INTAC Master Students - Conditions and Regulations – Effective as of 1 February 2019 and until 30 September 2019

Dear Master Students,

When striving to integrate into a new cultural surrounding, it is highly advisable to learn the language of the country you are living in. You have chosen Germany as your destination to pursue further academic studies. Learning German is not only beneficial to your cultural integration, but also to your professional and academic development.

While it lies within your personal responsibility and motivation to advance your German language skills overall, we at RWTH International Academy are happy to support our students' efforts towards learning German. With this goal in mind, we have set up an exclusive German Language Course Sponsoring scheme for you. During your RWTH International Academy Master's degree program, students are invited to take German language courses beyond the curricular requirement of their program. RWTH International Academy will cover the costs for those additional language courses **under certain conditions**. This financial sponsorship depends on observance of the following regulations:

1. Sponsorship is only available for students with no liabilities with RWTH International Academy during the regular study period of their Master's degree program.
2. You can only apply for reimbursement once you have cleared your curricular requirement.
3. Sponsorship is available up to the completion of B2.2 German level.
4. Only German language courses offered by the RWTH Language Center can be considered for reimbursement of course fees. External institutes are excluded.
5. Semester courses as well as intensive courses during the lecture-free period qualify for sponsorship.
6. The following courses qualify for reimbursement:
 - 4 SWS course (half a level; e.g. B1.1)
 - 8 SWS course (a full level; e.g. B1)

When choosing the 8 SWS option carefully reflect whether the workload fits into your overall schedule.
7. Specialization modules of 2 SWS (e.g. Conversation modules) do not qualify for reimbursement.
8. Students need to actively and self-responsibly register themselves for a German language course at the RWTH Language Center. All information on the registration process and important deadlines can be found [here](#). Course offers and times of the semester program can be found [here](#).

Gesellschafter | Partners:

Rheinisch-Westfälische Technische
Hochschule (RWTH) Aachen
proRWTH-Freunde und Förderer der
RWTH Aachen e.V.

Geschäftsführer | Managing Director:
Dr. Helmut Dinger

Bankverbindung | Bank Details:

Sparkasse Aachen
Konto 438 374
BLZ 390 500 00

SWIFT-BIC: AACSD33

IBAN:

DE90 3905 0000 0000 4383 74

Handelsregistereintrag | Incorporation:

Amtsgericht Aachen
HRB-Nr. 8099

USt.-ID | VAT-ID-No.:

DE 209 849 580

Steuernummer | Tax Number:

201/5902/3987

9. When you register for a German course at the RWTH Language Center you have to pay the course fee in advance. Please find information on the course fees [here](#).
10. Course offerings and capacities are administered by the RWTH Language Center. RWTH International Academy is not responsible in this regard.
11. Fees will not be reimbursed for courses that students did not pass.
12. Repeat courses will not be reimbursed by RWTH International Academy.
13. After completing the German language course, students need to provide written proof from the RWTH Language Center to confirm their attendance.
14. Students who terminate their enrollment at RWTH Aachen University pre-maturely or before the completion of their degree, can only be considered for reimbursement in well-founded cases.
15. Applications for reimbursement are only accepted via email to masters@academy.rwth-aachen.de. Only complete applications are assessed. **It is the student's responsibility to submit a complete and comprehensible application.**
16. The following deadlines for submission of sponsorship applications apply:
 - 30 April for German language courses completed in the immediate previous Winter Semester.
 - ~~30 October~~ **30 September** for German language courses completed in the immediate previous Summer Semester.
 - Applications received after these semester-related deadlines or for German language courses completed in earlier semesters, i.e. more than one semester ago, will not be considered.
17. A complete application for reimbursement consists of:
 - Completed "German Language Course Sponsoring Reimbursement Application Form"
 - German Language Course attendance confirmation
 - Stamped and signed payment confirmation of course fees issued by the RWTH Language Center
 - Copy of your latest RWTH Language Center Placement Test or proof of curricular German course requirement when starting as a beginner (e.g. copy of your curriculum)
 - Copy of any official German Language Certificates (e.g. Goethe, TELC)

The above regulations are **effective as of 1 February 2019** and apply to all RWTH International Academy students from any batches in their regular study period. Any other cases or applications for sponsorship than described above cannot be considered.

Please see the appendix for German language courses offered at the RWTH Language Center and the respective sponsorship availabilities by RWTH International Academy.

Your Master Office Team

Appendix:

RWTH International Academy sponsorship availability in the [DaF Semester Course Structure](#) at the RWTH Language Center (as of January 2019).

