

Please submit your **fully completed application** to studium-international.guk@uni-bamberg.de or upload the form at www.uni-bamberg.de/168954 for review. Please also attach the necessary documentation as well as a current FlexNow printout in the form of scans/photos. You are welcome to use this application as a checklist to keep track of credit already earned.



Application for Issue of the **International Skills Certificate**

Surname, first name

Student registration number

Address

Email address, mobile phone number

Major subject of study

Module	Completed during the following period of time	Type of verification
1 Cultural training (2 ECTS points)		FlexNow printout or written verification
2 International cultural engagement (4 ECTS points)		
Internship abroad (minimum of 6 weeks)		Employer's certificate in German or English + internship report (2-page reflection paper)
Internship at a school abroad (minimum of 4 weeks)		Certificate issued by school + internship report (2-page reflection paper)
Participation in the Tandem programme offered by the University of Bamberg's International Office		Verification from International Office (1 ECTS-point per semester) + report (2-page reflection paper)
Volunteer work in an international student group or a Bamberg-based international association (see VC list)		Verification issued by association: minimum of 120 hours of volunteer work + report (2-page reflection paper)



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Module	Completed during the following period of time	Type of verification
3 Competencies in international topics (3 ECTS points) (VC list of eligible courses). Outside of your subject of studies!		
Single course either from the Humanities Faculty or the Human Sciences and Education Faculty		FlexNow printout or written verification
Practical language course related to regional and cultural studies offered by the Language Centre		FlexNow printout or written verification
Courses completed abroad (i.e. Winter/Summer School , or studies abroad)		Transcript of Records from university abroad written verification
4 Practical language skills (6 ECTS-points)		
Language courses open to all students offered by the Language Centre		FlexNow printout or written verification
Language courses completed during a semester abroad at one of our partner universities		ToR or written verification
Language courses completed during a Summer/Winter School		ToR or written verification
5 Specialist competencies in a foreign language (10 ECTS points)		
Courses completed at the Humanities Faculty or the Human Sciences and Education Faculty (complete list for each semester available on the VC). For exchange students nearly all courses offered at Bamberg University are held in a foreign language		FlexNow printout or written verification
Courses completed in a foreign language during studies abroad at one of our partner universities or at your home university if you are an exchange student		ToR or written verification
Research stay at a university abroad as part of your final thesis (please contact the International Coordinator directly for details!)		Confirmation from your University of Bamberg supervisor or a supervisor abroad
Summer/Winter School		ToR or written verification



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All courses offered by the University of Bamberg for the certificate are available in our VC course named [Koordination für Internationales](#). The course also includes information on Summer and Winter Schools as well as language courses offered by our partner universities abroad.

Please consult your applicable [module handbook and examination regulations](#) in order to learn about the precise requirements for obtaining your ISC.

I hereby request that the University of Bamberg's issue the International Skills Certificate.

Date, place

Your signature

Make sure to submit all documents in the form of a scan or photo in advance and via email to studium-international.guk@uni-bamberg.de. Please note that it may take up to two weeks to review your documents – and even longer during school holidays.



ISC website



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