



Self-organized study abroad

If you do not wish to participate in the exchange programs offered by the Faculty of Economics and Business or the University's Global Office, or if your application has not been or cannot be considered, a self-organized study abroad semester might be a good alternative.

Which University?

First, you have to decide which country you want to go to or which university you want to study at.

Think about all criteria, which are relevant to make your decision. The most important decision-making parameters include the quality of the respective university and the costs of your stay abroad. As a rule, you will have to pay tuition fees at foreign universities if you are not nominated through an exchange program. Other criteria for the decision are: Study programs offered at the university, the possibility of having the examination results recognized by our Faculty, integration offers for international students, study location, existing local contacts...

The choice of study location also depends largely on the financing options. Good universities in the USA usually charge at least \$15,000 in tuition fees per semester. Many, but not all, countries have tuition fees. For example, Scandinavian universities do not usually charge tuition fees for regular degree programmes.

Please take into account that you need to speak the language of instruction of the host country well. Many universities outside the English-speaking offer courses taught in English.

The [DAAD information](#) and the [DAAD brochures](#) on studying abroad are helpful in your decision process. To get an overview of the education system, study conditions, tuition fees, cost of living, etc., we recommend the [DAAD information about different countries of the DAAD](#) (only available in German).

Quality of the University

With regard to the quality of the university, you should select carefully. Example USA: There are about 10,000 universities with an enormous difference in quality, i.e. top universities of the so-called "Ivy League" and those whose level of education is poor and not recognized. Therefore, make sure that the institution is accredited (e.g. by [AACSB](#), [EQUIS](#), [AMBA](#)) and look at rankings.

Please also have a look at the [Anabin](#) database of the ZAB (*Zentralstelle für ausländisches Bildungswesen*). The university of your choice should in any case be H+ rated (only available in German).

Funding

- The [DAAD scholarship database](#) gives a good overview of scholarship opportunities. There you will also find scholarships from foundations and institutions such as Fulbright.
- The Global Office of the University announces PROMOS program scholarships twice a year, see [here](#).
- For information about study foundations, please see [here](#).
- For the athletic among you, a sports scholarship may be an option, please see [here](#)
- You can also check whether you are eligible for BAföG abroad. The higher funding rates for studying abroad can mean that even those students who do not receive funding in Germany, are eligible for funding during a stay abroad, please see [here](#).
- Another option is to take an education loan, please see [here](#).

Application to the host university

Please refer to the university's website for information on the application process and application dates. The application documents are usually available on the internet. You will often find the relevant information under the section "International Office", "International Students" or "Admission".

Language certificate: The application documents usually include a language certificate, e.g. the TOEFL (Test of English as a Foreign Language), for an application to the USA. For other countries, a DAAD language certificate is often sufficient. You can contact language schools and ask if you can take a language exam. This is possible, for example, at [Eloquia](#) in Frankfurt (Kaiserstr. 10, Tel.: 069/23 00 20).

Letter of Recommendation: If you need a letter of recommendation for your application, please contact a professor (visit during office hours) with whom you have written a good grade or someone who can evaluate you well, e.g. if you have a student assistant or tutor position. To the consultation you should bring a grade record and a CV with you and be able to provide information about why you want to do the study abroad program, what you specifically plan to do at the university (esp. which subjects interest you), and what your further university and professional plans are. Even if the university lecturer does not know you personally, there is usually a high willingness to help you further, especially if you give the person evaluating you

some time. You should plan well in advance and do not demand the assessments from one day to the next. The same applies to certificates, etc.

You can download a "Letter of Recommendation" [here](#).

Transcript of records in English: For a transcript of records in English, please contact the examination office of the Faculty: pruefungsamts@wiwi.uni-frankfurt.de.

You should adapt your documents to the country-specific formats, i.e. for an application in the USA you need a resume written according to American standards. Compile your documents carefully and completely. Always remember that the impression about you is derived exclusively from your application documents.

Recognition of Examinations

Recognition of your examinations is also possible in the case of self-organized studies, provided that the prerequisites defined for this are met and the university is a qualified educational institution (see section "which university"). You can find information about recognition modalities on the corresponding website of the examination office [here](#). There you will also find a "learning agreement" form, an agreement for the recognition of your examinations at the host university.

The contact person for Bachelor students is Ms. Silvia Benzel (email: pruefungsamts@wiwi.uni-frankfurt.de , room 1.209 RuW by appointment). If possible, please clarify the recognition of your examinations before your stay abroad or include the possibilities of recognition in your decision for or against a university.

Information/Consulting

For many of your questions, the [DAAD information](#) and the [DAAD brochures](#) on studying abroad are helpful. To get an overview of the educational system, study conditions, tuition fees, cost of living, etc., we recommend the [DAAD's country information](#).

Links

We have compiled [links](#) for you that we hope will be useful to you in preparation for your stay abroad. Please let us know if a link no longer works.

We also recommend the link collection of the DAAD [Link Tips](#) as well as the [brochures of the DAAD](#).

Consultation

Do not hesitate to contact the foreign university if you have any questions regarding application documents, study program, accommodation, etc. If it does not work via email, call them.

For general questions, please contact the Global Office. Please also take note of the counseling opportunities offered by the [International Office of the university](#) as well as the information for self-organized study abroad [here](#).

