

## Would you like to learn German at the University of Potsdam? No problem! Here you can get a little guidance.

### 1. What courses are available?

We generally offer three types of German courses:

- **Integrative courses** at levels A1-B2 (reading, listening, speaking, writing, vocabulary, grammar)
- **Courses on individual skills** from level B1 (grammar, oral communication, pronunciation)
- **Individual learning projects** (online modules on the technical language law and social sciences, language tandem, self-directed learning with advice, language learning advice).

#### Our tip:

- ✓ In order to be able to actively and successfully take part in German-language courses in your field of study, international students should have a language level of at least B2!

### 2. How do I enroll in a German course?

- **I have no knowledge of German:**  
=> You fill out an online form. The Zessko team offers you a place in a course. (No registration via PULS possible).
- **I have previous knowledge of German (from level A2):**  
=> You take part in our free placement tests. The Zessko team will then offer you a place in a suitable course. Information on the placement test and enrolment can be found on our [website](#).

#### Our tips:

- ✓ Our courses start with the lecture period (link list "Dates and Deadlines").
- ✓ The enrolment week is always one week before the start of the course. It therefore makes sense to arrive in Potsdam at least 2 weeks in advance.

#### Important links for the enrollment:

German Department: <https://www.uni-potsdam.de/de/zessko/sprachen/daf.html>

Course catalogue: [https://ees.zessko.uni-potsdam.de/angebote/aktueller\\_zeitraum/\\_DaF.html](https://ees.zessko.uni-potsdam.de/angebote/aktueller_zeitraum/_DaF.html)

A1.1 online application: <https://www.uni-potsdam.de/de/zessko/sprachen/daf/einschreibung/anmeldung-a1>

Online placement test, available from April 1<sup>st</sup> and October 1<sup>st</sup>:

<https://www.uni-potsdam.de/de/zessko/sprachen/daf>

Dates and deadlines: <https://www.uni-potsdam.de/de/studium/termine/semestertermine>

### **3. What exactly can I expect when attending a DaF course?**

The DaF courses usually do not take place as intensive courses, but once or twice a week. A maximum of 20-25 learners can take part in each course. Our courses are supported by online material or – as it is currently the case during the Covid 19 pandemic – take place exclusively online. The Moodle e-learning platform and the Zoom video conferencing software are used for this. Registration for the Moodle course takes place with the help of the course instructor.

#### **Our tips:**

- ✓ When creating your timetable, not only plan the contact time or the online meetings via Zoom, but also take into account the time for your online work / self-study.
- ✓ Please wait before buying learning materials! The lecturer will inform you about this again in the course.
- ✓ Orientate yourself: We offer DaF courses on the Griebnitzsee campus and on the Neues Palais campus, provided they (can) take place on site.

### **4. How many ECTS points will be awarded for actively participating in a course?**

That depends on the course. There are courses for 3 ECTS points and courses for 6 ECTS points. The exact information about each course can be found in the course list.

#### **An example:**

For a grammar course that takes place once a week (2 SWS), students can receive 3 ECTS points if they actively participate. Only a third of the work is done in contact time (approx. 30 hours), the rest is in individual learning time (approx. 50 hours).

#### **Our tips:**

- ✓ Expect to encounter other teaching methods and forms of teaching. Find out more in the course comments (course list) and ask the lecturers about the start of the course.
- ✓ Read the course comments in the [DaF course catalogue](#) in advance. This will give you information about the different courses that are suitable for your level.
- ✓ As a student at the University of Potsdam, you will automatically receive an account with our university with an email address. You use this mailbox every day for working with Moodle. Our recommendation: Please set up your Uni-Mail to be forwarded to your private e-mail.

### 5. *Do I get a certificate at the end of the semester?*

After having **successfully participated** in the language course, you can request a certificate of participation on which the number of ECTS points and a grade are noted. For all exchange students, we send the results directly to the International Office. So you do not need to submit any certificates for your DaF courses there. Please note that our participation confirmations are not internationally recognized language certificates! The exact modalities for performance evaluation (projects, final test, examination) will be announced at the beginning of the course.

#### **Our tips:**

- ✓ Find out as much as possible at your home university about the work you have to do during your semester abroad (ECTS points, grades ...).
- ✓ Talk to your coordinator at your home university about the learning agreements. Which courses (e.g. language courses) will be recognized?

### 6. *Do I have to pay anything for the course?*

The DaF courses are free of charge for enrolled Bachelor and Master students at the University of Potsdam and for exchange students (e.g. Erasmus) at the University of Potsdam.

For some courses you have to buy course books (you will receive this information from your teacher at the beginning of the semester).

## Checklist:

### **Before** starting language courses at the University of Potsdam:

#### **Deadlines**

- ✓ Check the university's framework dates: When does the semester start? When are there days off (public holidays, vacations)? How long is the semester?
- ✓ Be at the place of study 2 weeks before the start of the courses (language courses), i.e. usually at the beginning of April or the beginning of October.
- ✓ Enrolment in the German courses takes place before the start of the course (online test + registration). If you decide later, most of the places in the German courses will probably be already taken, apply in good time.

#### **Recognition for credits at your home university.**

- ✓ Clarify with your exchange coordinator in Potsdam and at your home university whether you need to update your learning agreement. Please also clarify how many ECTS points you need and whether you need a grade, etc.

#### **Language**

- ✓ Is your current German language level at B2 (at least required for specialist courses in German)?
- ✓ If not, check whether your field of study may also offer courses in other languages (e.g. English).
- ✓ You may want to attend a German course beforehand in preparation for your stay in Potsdam.