A Study Abroad Survival Guide – Part 1
Hamburg Edition 2019/20

University of Rhode Island
German International Business Program
HELLO AND WELCOME

to the URI German IBP Study Abroad Survival Guide – Part 1! Congrats for making it this far and take a deep breath - it will all make more sense soon (hopefully). The purpose of this guide is to answer as many questions as possible about Germany, Germans, Hamburg, and lots of other things you might be wondering about. It was made by students who studied abroad and want to help you avoid any big issues with your year abroad. This doesn’t mean everything will always go perfectly, but what’s a year abroad without some stories to tell? So without further ado,

lass uns doch mal anfangen!
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THE YEAR BEFORE

Information session

Attend the Info session on Hamburg. We will also collect your student data and interests, in order to help you make the most out of your year abroad and find suitable scholarships for you. Please go to the following link and fill out the form during the meeting:

http://web.uri.edu/iep/survey

Keep in touch

Join the “GIEP/IBP Abroad 2019/20” WhatsApp Group for students who are going to Germany in their academic year 2019/20 by opening the following link on your phone:

https://chat.whatsapp.com/LICKQkB2Nh8ju23ezAjpY

There are many application deadlines in the next months. You will have to apply to study abroad, register at the German university, get your courses pre-approved, apply for student housing, and find your internship in Germany. You are therefore required to check your URI email and WhatsApp groups on a regular basis, and reply to any email messages from the IEP program within 48 hours, and WhatsApp messages within 24 hours.

Also join the “German IEP Support” WhatsApp Group if you are in your 3rd, 4th or 5th year of the program by opening up the following link on your phone:

http://goo.gl/b53g5i

Here you can exchange ideas with students going abroad, those who are in Germany right now and those who have returned from Germany. Returning students are an excellent resource to have to answer any questions you might have!

Apply for your Passport

Be warned at this point that this is the first of the many discussions of paperwork in this guide. But to start it off slowly, just make sure you apply for a passport as soon as possible. Apply at Wakefield post office for new passport if you do not have one yet NOW, as it can take up to 8 weeks to receive it....International students apply for a visa through the German Consulate Boston. Make an appointment soon! And while you’re getting your picture taken, wear something respectable and get at least 6 extra copies of the passport
picture, and scan one in so you have it digitally. If you already have a passport, you need to get (several of) this type of picture anyway (why you need these will come up again later).

**Bring a copy of your valid American (or other) passport to GER 201 on November 30th 2018!** If you are not taking GER 201, please join us for this session.

### Apply for scholarships

Here are the biggest scholarships you should be aware of. Also check: [http://web.uri.edu/iep/scholarships/](http://web.uri.edu/iep/scholarships/).

#### Office of National Fellowships & Academic Opportunities (ONFAO)

ONFAO advises and assists qualified undergraduates interested in applying for national and international scholarships and fellowships. URI students have won or been finalists in a wide range of prestigious competitions including the Boren, Fulbright, Gates, Goldwater, Marshall, Rhodes, Truman, and Udall scholarships. To be considered for nomination, students must submit their application to ONFAO. A selection committee then selects the official URI candidate(s), who then complete the official scholarship application with guidance from Kathleen Maher ([kmaher@uri.edu](mailto:kmaher@uri.edu)), who oversees the program, and faculty volunteers. For 2019/20 info sessions please visit: [https://web.uri.edu/fellowships/](https://web.uri.edu/fellowships/).

#### Beatrice S. Demers Foreign Language Fellows Program

This scholarship is for students who share a passion for developing fluency in another language, and a plan of study which is designed to increase language proficiency by a significant margin. This is a scholarship set up by a former URI professor and IEP students have won a lot of money. Please contact Kathleen Maher ([kmaher@uri.edu](mailto:kmaher@uri.edu)) on details regarding the information session. Be sure to start early so you can give time to your references writing letters of recommendation. While the deadline for application submissions is on January 13, 2019, the internal deadline for URI students to submit drafts of the application and to request recommendations is on December 4th, 2018. Students are encouraged to review the criteria and work with Niko or Sigrid on an application. See Demers Info Session Presentation, 10 Steps to Apply for the Demers and Tips for Demers Letter Writers.

#### DAAD Study Scholarship

The DAAD (Deutscher Akademiker Austausch Dienst) is a German government-run program “for the support of international academic cooperation.” For the undergraduate study abroad scholarship this comes in the form of ~€750 per month. This is an involved application, so you will need to be working on it during the fall semester to have it done by the end of January deadline (check the website for the exact date). Along with letters of recommendation and a full application, you will need to have an institute placement in Braunschweig, so you’ll need to e-mail institutes and find a place willing to take you in and give you some sort of project. This is **not** something you can do during break, because people in Germany just won’t email you back during the holidays. You also need a German professor to fill out a language evaluation form, and to get an official transcript to mail in with the application. Long story short, start early.

[https://www.daad.org/undergrad](https://www.daad.org/undergrad)

#### Benjamin A. Gilman International Scholarship

The Gilman Program diversifies the kinds of students who study abroad and the countries and regions where they go by awarding over 2,300 scholarships of up to $5,000. Applicants must be US Citizens receiving a Pell Grant. Students are encouraged to apply for the fall application cycle but are also welcome to apply for the
summer application cycle depending on their date of departure and intended plans. For more information regarding the program and application please visit:  https://www.gilmanscholarship.org/

UAS7
All IBP students are eligible to apply for the UAS7 program, an alliance of seven leading universities of applied sciences (UAS) in Germany, including the HAW Hamburg. The scholarship includes 1000 EUR in travel scholarship, student mentor support, and you will be invited to participate in recreational and cultural activities. http://www.uas7.org

Optional: Apply for preliminary experiences abroad

For students enrolled in the German IBP, it is crucial to get some short-term immersion experience in the country in which they will spend their senior year. Please review the following internship, research and study opportunities that are available in Germany to gain preliminary experience, and to foster professional and personal relationships that will serve you later during your official term abroad.

USA Interns-Program
The program assists the development of future global leaders by encouraging students to do a summer internship (8 weeks to 6 months) with a German host employer. Selected candidates may expect a wide range of services including employment matching, post-match coordination, information on German work permit waiver, orientation seminar and assistance in writing a professional cover letter and resume. A payment of 250 Euros must be arranged with the application before any further plans may be made. For more information regarding the program and application please visit: https://www.steuben-schurz.org/usainterns/applications/applications.htm

CBYX for Young Professionals
The Congress-Bundestag Youth Exchange for Young Professionals (CBYX) is a yearlong fellowship to study and work in Germany. The CBYX program annually provides 75 participants with 2 months intensive German language training, 1 semester of study at a German university or university of applied sciences, 3-month internship with a German company in the participant’s career field, transatlantic airfare, health insurance, and monthly living expense stipends. For more information regarding the program and application please visit: https://culturalvistas.org/programs/abroad/congress-bundestag-youth-exchange-young-professionals/

University Summer Course Grant
This specialized Deutscher Akademischer Austauschdienst (DAAD) program provides scholarships to attend a broad range of three- to four-week summer courses at German universities which focus mainly on German language and literary, cultural, political and economic aspects of modern and contemporary Germany. Applications are open to undergraduates who have completed at least two academic years at the start of the scholarship period and requires German language skills equivalent at least to level A1 of the Common European Framework of Reference for Languages. For more information regarding the program and application please visit: https://www.daad.org/en/find-funding/undergraduate-opportunities/university-summer-course-grant/
J-Term in Germany
This program lead by URI’s German Department will allow students to explore the culture, technology environment and communicate with their budding language skills. Course work will be supplemented with company visits, city tours and research institute visits. Additionally students will visit the Deutsches Museum, the Pinakothek Munich, the Daimler Museum Stuttgart, and more. Students must be enrolled in Germany during the 2018/19 academic year to be eligible to apply for this program. Students will earn 3 URI credits for GER 487: Directed Study. For more information regarding the program and application please visit: https://uri-sa.terradotta.com/index.cfm?FuseAction=Programs.ViewProgram&Program_ID=10504

UROP International
RWTH Aachen’s Undergraduate Research Opportunities Program (UROP International) is designed for students from North America universities who have a GPA of 3.2 or higher and wish to gain research experience by conducting research projects at RWTH Aachen University. The program during a ten-week research summer school between the middle of May and the end of July. A total of 60 students can participate but only 30 scholarships of 1,850 Euros each are available. If you do not receive a scholarship, you should estimate around 2,000 Euros for your living expenses. In addition you need to include three months’ rent (ranging from 220 and 300 Euros a month) and the cost of enrollment, which is approximately 230 Euros and includes a ticket for public transportation in the state of North Rhine-Westphalia. Additionally, there is a deposit of two months’ rent, which is reimbursed when you move out as long as the dorm is left in good condition.US or Canadian citizens usually do not need to apply for a visa if their stay does not extend a duration of 3 months. For more information regarding the program and application please visit: http://www.rwth-aachen.de/cms/root/Studium/Im-Studium/Angebote-fuer-Studierende/UROP/UROP-International/~wnr/Informationen-fuer-Studierende/lidx/1/

ThinkSwiss Research Scholarships
ThinkSwiss Scholarships support highly motivated and qualified U.S. undergraduate students to get a research experience or to participate in a summer school course in Switzerland. This program provides a monthly scholarship of CHF 1,600 (approx. USD 1,650) for a period of 2 to 3 months (CHF 4,800 maximum), which covers the majority of the average student’s living costs. For more information regarding the program and application please visit: http://thinkswiss.tumblr.com/About

Take care of URI paperwork

URIAbroad Pre-Decision Phase
The pre-decision phase begins the University of Rhode Island’s (URI) formal process to determine if you are eligible to participate in a study abroad program. Michael Forster (mwfoster@uri.edu) from the Office of International Education (OIE) will come to the TI House (61 Upper College Road, South Kingstown, RI 02881) to introduce you to the Study Abroad platform and to help you start your application. Please bring your laptops. For information regarding the application please consult step 2 on: https://web.uri.edu/international/the-study-away-process/ and refer to the following steps outlined under step 2 on the IEP website: https://web.uri.edu/iep/prepareforgermany/

The Prior Approval Form
The next very important paperwork you need to do at URI is the prior approval form. This is going to have a list of all courses you want to take (and those you will definitely take). Putting courses on this list doesn’t
mean you have to take them, but transferring credits from courses you take that are not on the sheet and
given to the OIE at URI will be much more difficult to transfer. So put anything that you think you might take
or are remotely interested in taking on the list. There is also a stock list of classes that have been approved
in the past, and an explanation of how you actually find the times and places in the “Classes” section later. If
you want to try something new, you need to go onto the main TUBS website, https://www.tu-braunschweig.de/ (which you might want to bookmark while you’re at it), translate the description of the
course to English, and take it to your engineering department head. Continuing with the prior-approval
form, the first thing you need to do is figure out which courses you need to take. Then you need to start
getting signatures from the head of the department that the credits are being transferred to. All the IEP and
German classes everyone will take get approved through Niko or Sigrid, but some engineering course may
need a signature from the respective engineering department head. If you want to take an extra German
grammar or conversation class (which is a great idea and a lot of students do), that also goes through Niko
or Sigrid. Since there are so few required classes to take at TUBS, extra grammar courses would be especially
helpful for the internship part of the year. You should also put a research project on this form; these transfer
as “special projects” generally. You would also need to get a math department signature if you want to take
a math course. Once all the classes are added, get it signed by your advisor and Assistant Dean of Student
Affairs Jared Abdirkin by dropping the form off with his assistant Wendy; she will notify you when the form
is signed by him ready to be picked up. Then get it in to Sigrid and to Tom Hospod and keep a copy of it for
your own records.

URIAbroad Post-Decision Phase
The post-decision phase instructions will be accessible via your URIAbroad account and must be submitted
by May 1st, 2019. If you have any questions please contact Michael Forster (mwfoster@uri.edu) from the
OIE.

Take GER 202 and finish your internship applications
You need to make a Lebenslauf (resume) and a Bewerbungsschreiben (cover letter) in German, which you
will use for institutes and internships. There are different norms for both of these in Germany, so you can’t
just translate something you have in English. For example, it is customary to put a professional picture of
yourself on your resume, as well as details like age and marital status. In this course, you will learn about
possible companies to complete your required internship at, write your cover letters, and develop skills
needed to be successful during your year abroad. If you take GER 202 or not, submit the final internship
application(s) to Dr. Tracksdorf or Dr. Berka by May 4th, 2019.

You can get some examples of previous students from either Dr. Tracksdorf or Dr. Berka, but here are some
other resources for them:

- [https://www.thoughtco.com/how-to-speak-business-german-4072786](https://www.thoughtco.com/how-to-speak-business-german-4072786) (with English explanations of
  some terms)
- [https://www.ego4u.de/de/cram-up/writing/cover-letter](https://www.ego4u.de/de/cram-up/writing/cover-letter) (this one is actually for Germans applying
  abroad, but has some helpful stuff) “Wortlisten und Wendungen” (word lists and phrases) at the
  bottom is a reeeaaally nice list of translations, but be careful about using things that are too fancy
  and very unrealistic for your German level
- [https://www.bewerbung-tipps.com/](https://www.bewerbung-tipps.com/) (Anschreiben on the side also refers to cover letter, that and
  the Lebenslauf tab are the main things to look at here)
- Googling “Lebenslauf Beispiele” or “Lebenslauf Tipps” (yes, 2 P’s) will also get you lots of examples
to look at
• Additional guidance is provided in this link from the Steuben Schurz Gesellschaft, an organization which places US students into internships in Germany https://goo.gl/De5vGA

Apply for your semester at the HAW Hamburg

The HAW Hamburg deadline is April 30th. The application process is an online application process. You will be nominated by the URI International or Education Abroad Office. Once you are in the HAW system you will be automatically sent the link with the application forms. You will be required to send the following:

• HAW Hamburg application form
• Proof of payment of the semester contribution
• Health insurance form (students studying in non-EU countries only)
• List of courses* to be taken in Hamburg (Learning Agreement)
• students choosing classes in German should provide proof of German (at least B1)
• Design students should also send a small portfolio of their work as a pdf

Final deadline for going abroad in 2019/20

Ideally, submitted your applied at the HAW Hamburg (see page 8) and submitted your URI paperwork (see page Error! Bookmark not defined.) by March 31st, and already sent your internship application(s) to Niko. If you haven’t, please note: April 30th is the absolute deadline to submit everything in the StudioAbroad platform @URI/ all materials must be received for HAW Hamburg as well. Dr. Berka and Dr. Tracksdorf have to send your application package to the partner universities by this date. **You may not be able to go abroad if your materials were not ready to be send by this date!**

Plan ahead

Another thing to do during your year before you travel abroad is to figure out exactly what you still need to do in order to graduate. There are two good resources for this: one is a “Graduation worksheet” which either Dr. Tracksdorf (tracksdorf@uri.edu) or Dr. Berka (sigrid_berka@uri.edu) will give you during one of your preparation meetings, the other is your curriculum sheet. You should meet with Sigrid and your COE advisor to make sure you are clear on what classes you will need to enroll February/March the following year in order to graduate. Curriculum sheets can be found here: http://web.uri.edu/iep/curriculum/#german.

Note: Although you won’t be at URI for your year abroad, it is strongly encouraged that you check your URI-email and e-Campus account on a regular basis for billings, FAFSA, holds etc. If you have any questions regarding financial aid during the year abroad, you should contact a financial advisor in Green Hall. In the event of any changes to your intended plan of study, program cancellation, reduction in course load, program relocation or other events please notify either Dr. Tracksdorf or Dr. Berka and the Office of International Education (oie@etal.uri.edu).
Feeling Nervous about German? - *Mach keinen Stress!* If you already spoke perfect German, you wouldn’t need to go anyway. But if you start to get nervous, here are a couple things you can use to practice a bit beforehand.

**AT URI**
- Buddies (recommendation: go once a week)
- Tandem
- Kaffeestunde
- Movie Nights

**ON-LINE TRANSLATORS**
- If you haven’t been introduced to it already, LEO (www.leo.org) is just about the best German-to-English dictionary on the web.
- Google Translate (http://translate.google.com/) is getting better, and some people like the Dict.cc (http://www.dict.cc/) layout.
  **Download the dict.cc app to your smartphone and install the German/English dictionary – this will let you look up vocabulary on your phone on the fly without an internet connection**
- Linguee (www.linguee.com/) – unlike LEO, Linguee incorporates a search engine that provides access to large amounts of bilingual sentence pairs found online.

**GAMES, MEDIA, & HOW-TO**
- There are tons of games and quizzes on www.sporcle.com and some other quiz sites. Here’s one for example: http://www.sporcle.com/games/McFly/essentialgermanverbs. These are a nice easy way to practice some basic vocab.
- *Mein Weg nach Deutschland* (https://www.youtube.com/watch?v=PMj9kUPrnBk) – A YouTube video series published by Goethe-Institute provides an excellent resource for those to imagine what it’s like to be an *Ausländer* in Germany
- *MrWissen2go* (https://www.youtube.com/user/MrWissen2go) – a great YouTube Chanel that talks about current topics in word affairs and in pop-culture auf Deutsch.
- *Learn German: Deutsch für Euch* (https://www.youtube.com/user/DeutschFuerEuch) - a great YouTube Chanel that can serve as a good refresher on your basic grammar and vocabulary
- *Get Germanized* (https://www.youtube.com/channel/UCesZBmRS6lgZ3uuiB8RdX0A) – a great YouTube Chanel that talks about German culture and languageauf Deutsch and in English.
- And here’s another nice one so you can ask Germans where they are from and not have to awkwardly nod when you have no idea what they are saying: https://online.seterra.com/en/vgp/3014
- You can also download apps like Duolingo (https://www.duolingo.com/)for free!
- Coffee Break is a popular language podcast on Spotify. Listen to Coffee Break German when you are on-the-go to hear some great lessons in the context of situations you may encounter abroad (https://open.spotify.com/show/3QiX0ZkJiLyGWmpemackWB)
- Deutsche Welle (https://www.dw.com/de/themen/s-9077) and Tagesschau (https://www.tagesschau.de/) are also great news sites geared for people learning German. It’s also a great way to stay up-to-date on current events.
o **https://forvo.com/** is a site where native speakers from all languages put up clips of themselves pronouncing words. So use this if you see a word but don’t know how it’s pronounced.

o [www.about.com](https://www.about.com) has a surprisingly good German learning section, with a lot of well-written articles about grammar and pronunciation. Here are a couple interesting ones:
  - Falsche Freunde - words that may seem similar to English words, but aren’t: [https://www.thoughtco.com/french-english-false-cognates-faux-amis-1364675](https://www.thoughtco.com/french-english-false-cognates-faux-amis-1364675)
  - The passive form - not quite as fun as Konjunktiv II, but still up there: [https://www.thoughtco.com/the-passive-voice-in-german-4068771](https://www.thoughtco.com/the-passive-voice-in-german-4068771)

**MUSIC**

o Seeed - Augenbling, Riddim No.1, Aufstehn. Probably the biggest act in Germany right now, they have stuff anywhere from reggae to dance music. Check out the guest verse from CeeLo Green on Aufstehn; it comes out of nowhere.

o Madsen – is a German rock band that hails from the Wendland. Their music combines elements of pop, rock, indie and punk together with lyrics in German. Songs worth listening to include: Du schreibst Geschichte, Wenn der Regen and Du bist wie du bist.

o Peter Fox - Alles Neu, Haus am See. The lead man in Seeed, he also has a really well known solo album, Stadtaffe. The whole thing is worth a listen.

o Kraftklub - Ich will nicht nach Berlin, Eure Mädchen - A rock/punk group who really don’t like the hipsters in Berlin.

o Cro - Einmal um die Welt, Du. He describes his music as “Raop,” Rap/Hip Hop. Some pretty clever lyrics and relaxing feel.

o Clueso - Gewinner, Chicago, Barfuss. Acoustic guitar music, a bit of a breather. If this is more your thing, also check out Philipp Poisel or Bosse.

o Die Ärzte - Westerland. Some old rockers, kind of like the Green Day of Germany. Not the most new/hip music, but worth a listen.

o Lena - 99 Luftballons. What, were we going to NOT put this on the list?

o Honorable Mentions: Die Toten Hosen and Fettes Brot - Two more pretty well-known German bands.
## Appendix

### Sample Schedule 2017/18

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<tr>
<th>JUNIOR</th>
<th>SUMMER</th>
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<tr>
<td><strong>Fall 2017</strong></td>
<td><strong>Spring 2018</strong></td>
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<td>GER 201</td>
<td>GER 202</td>
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Apply for Scholarships  
DAAD Research Internships in Science and Engineering (3 months)

<table>
<thead>
<tr>
<th>Event</th>
<th>Date 1</th>
<th>Date 2</th>
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<tbody>
<tr>
<td>Information Session</td>
<td>10/05/17</td>
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<tr>
<td>Apply for Passport</td>
<td>11/30/17</td>
<td>12/15/17</td>
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<td>Bring copy GER 201</td>
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<td>Wash 309</td>
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<tr>
<td>High GPA? Talk to Sigrid</td>
<td>10/20/17</td>
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**Take care of URI Paperwork**

- OIE@URI Workshop M. Forster  
  01/25/18 5 PM TI House
- Apply for IREP  
  02/01/18
- **ABSOLUTE DEADLINE**  
  04/30/18
- Internship  
  **OIE@URI**
  **TU/HAW**

**URI German Summer School**  
4-Credits

- IS: $900 + $1,000
- OS: $1,632 + 1,000
- $1,000 scholarship!
- 05/21/18 – 06/21/18

Apply at the TU / HAW  (03/31/18)