**WU Graduate Exchange Report**

Important information for students **filling out** this form: This report is an important source of information for the evaluation of WU partner universities and for prospective outgoing exchange students. Please fill in the form as completely as possible. If a particular field is not relevant, please enter “N/A” (not applicable).

Thank you very much for your cooperation.

Important information for students **reading** this report: Please note that this report is a subjective source of information with no claim to be complete. When in doubt, it is advisable to rely on the official information sources (websites, info- and factsheets) provided by WU’s International Office.

**Master’s program at WU**

**Partner university, city and country**

**Exchange period (e.g. winter semester 20/21, summer semester 21)**

**Your email address (ideally private)**

**Pre-departure preparations**

**Registration at the partner university**

How was the registration process at the partner university conducted? (Online tool, e-mail, post, via WU’s International Office, etc.)

Tell us about the course registration (before departure or after arrival, online, first come first serve, bidding system, add/drop period)

**Immigration**

Did you have to follow any entry regulations (visa or residence permit)?

**[ ]** Yes

**[ ]** No

If yes, please describe the immigration and entry formalities and procedures. (Visa/residence permit, documents, processing time, costs)

**Insurance & health**

Did you obtain extra insurance?

**[ ]** Yes

**[ ]** No

If so, which insurance did you obtain? (Was it mandatory? Which coverage?)

Medical provisions – which measures did you take? (e.g.: vaccinations, health certificate, tips for the preparation of a first aid kit, etc.)

**Financial matters**

Preparation costs (Please estimate how much you spent on preparing for your exchange.)

Cost of living (Please estimate the monthly costs for 1) accommodation, 2) groceries, 3) learning materials, 4) leisure activities, 5) local transportation etc.)

Which grants or scholarships did you receive?

**[ ]** WU mobility grant

**[ ]** Erasmus+

**[ ]** Other

If other, which? (Scholarship opportunities)

**Arriving in your host country**

**Traveling**

How did you travel from your home country to the partner university? How much did it cost? Was there a transfer from the airport/train station organized by the university? Is there a sustainable way of travelling there (Green Mobility)?

**Accommodation**

Did you stay at a dormitory or in a private apartment? Did you live with local or with international students? How did you find your accommodation? How much did it cost, when did you rent it, and how were the facilities equipped (room, kitchen, laundry machine, internet,)? Do you have any further tips on finding accommodation?

**Orientation**

Who was your contact person at the partner university’s international office?

Were there any orientation programs, info sessions or similar events at the partner university?

**[ ]** Yes

**[ ]** No

If yes, please describe these events. Were they mandatory?

Administrative steps at the partner university and the host country and/or city (Student ID, residence registration, etc.)

**During your stay**

**Everyday life**

Public transportation/getting around

Communication facilities (telephone, internet, etc.)

Medical care, pharmacies

Sports

Means of payment (e.g. tips on cash, ATM or credit card)

Shopping, groceries, bars, restaurants, events

Job/internship possibilities

Other information

**Academic life**

Were you able to take courses at multiple departments?

**[ ]** Yes

**[ ]** No

If yes, at which departments?

Please describe the partner university’s characteristics which appear relevant to you (e.g. number of students, departments, specializations, teaching methods, library, computer equipment, sports facilities, cafeteria, etc.)

Language courses (Before and/or during the semester? Costs?)

**Courses**

Course 1

Course info (title, lecturer, language of instruction, compulsory attendance)

Content

Teaching method (lecture, group work, case studies, etc.)

Assessment method (oral/written exam, research paper, etc.)

Comments *(workload, tips for the course, subjective value for your own studies, etc.)*

Course 2

Course info (title, lecturer, language of instruction, compulsory attendance)

Content

Teaching method (lecture, group work, case studies, etc.)

Assessment method (oral/written exam, research paper, etc.)

Comments *(workload, tips for the course, subjective value for your own studies, etc.)*

Course 3

Course info (title, lecturer, language of instruction, compulsory attendance)

Content

Teaching method (lecture, group work, case studies, etc.)

Assessment method (oral/written exam, research paper, etc.)

Comments *(workload, tips for the course, subjective value for your own studies, etc.)*

Course 4

Course info (title, lecturer, language of instruction, compulsory attendance)

Content

Teaching method (lecture, group work, case studies, etc.)

Assessment method (oral/written exam, research paper, etc.)

Comments *(workload, tips for the course, subjective value for your own studies, etc.)*

Course 5

Course info (title, lecturer, language of instruction, compulsory attendance)

Content

Teaching method (lecture, group work, case studies, etc.)

Assessment method (oral/written exam, research paper, etc.)

Comments *(workload, tips for the course, subjective value for your own studies, etc.)*

**Testimonial**

We are always looking for possibilities to promote our exchange programs. It would be great if you helped us by summarizing your experiences concerning your exchange semester (partner university, academic life, city, country) in 2-3 significant sentences.

**The WU Exchange Report must be uploaded on the Exchange Report Database of the International Office. This database can be accessed by any WU member (students and faculty).**

**I agree that my statements in this report can be anonymously used for promotional activities (publications, website):**

**YES:** **[x]  NO:** **[ ]**

**Thank you!**