

Information Sheet: Advanced International Experience

Master in Management & Technology (M): graded

Master in Consumer Science (M): graded

Master in Management (M & HN): graded

For students who take Advanced International Experience as an elective
IMPORTANT: The elective module is only offered until the end of summer semester 2024

Proceeding

- The module is drafted as an online module (self-study – further information on the TUMOnline side of the course).
- To complete the module, students **have to complete a stay abroad** relevant to their subject of studies. You can find below the types of stays abroad and how the registration is organized.
- The module ends with an **exam**. The exam will be offered at the end of each semester.

Please proceed as follows:

- 1) Submit all relevant documents for recognition of your type of international experience via the online platform (<https://ie.mgt.tum.de/>). Do this during the semester in which you want to receive the grade. (Deadline: summer semester: June 30 | winter semester: January 15). More Information regarding this step can be found at the end of the document.
- 2) Register for the exam in TUMOnline as soon as the exam is visible in TUMOnline within the registration period.
- 3) Complete the online course via Moodle.
- 4) Write the exam.
- 5) You will only receive credits for the module if your stay abroad was approved by the school.

Types of international experience that can be recognized

No. 1	Study abroad, minimum 60 calendar days
No. 2	Subject-specific internships abroad, minimum 60 calendar days
No. 3	Project study abroad, minimum 60 calendar days
No. 4	Master thesis abroad, minimum 60 calendar days
No. 5	International students

Conditions

- The international experience must take place either **while** the student is enrolled in the Master studies, **or** after the student has gained the higher education entrance qualification¹ and **no more than six years before** the student has started his or her Master (i.e. on or after October 1 six years ago).
- The minimum periods given for international experience are continuous periods of days.
- **Germany and Austria are not considered "abroad".**
- International students: For students who gained their higher education entrance qualification¹ in a country other than Germany or Austria, the higher education entrance qualification qualifies as international experience.
- TUM and TUM School of Management (TUM SOM) are in no way obliged to arrange a period abroad for students.

Deadline for submitting your documents and being able to write the exam

- The exam takes place at the end of each semester.
- Hand in the information in the **same** semester in which you want to write the exam.
- Be aware of your own time management and hand-in well before completing your studies.
- Due to organizational restrictions, you will see the received credits in TUMOnline **after** the semester is finished. Other status information might be sent automatically by the administration system to you. **There is no need for you to contact the school after submitting the application.** Further information on individual requests can't be given.

Documents must be submitted as electronic copy (pdf) – CHECK-LIST

Separate pdf files for each document. Name documents as describes below.

- One of the following proofs – depended on your type of international experience
named: SURNAME_proof_ Master (in one document)
- Signed declaration: named: SURNAME_Dec_Master

(TUM School of Management may require further evidence if necessary):

Type of international experience	Possible proof
No. 1 Study abroad	Confirmation of stay issued by host university, including dates <u>after the completion of 60 days.</u>
No. 2 Subject-specific Internship abroad	Letter of confirmation from the organization, stating the period of the internship, dated <u>after the completion of 60 days.</u>
No. 3 Project study abroad	Confirmation of project study, <u>after the completion of 60 days.</u>
No. 4 Master thesis abroad	Confirmation of master thesis abroad, <u>after the completion of 60 days.</u>
No. 5 International Student	Higher Education Entrance Qualification

¹ Higher Education Entrance Qualification = highest school degree, e.g. high school diploma

Forms are available in the [Download Center](#) (Select your Study Program > Advanced International Experience).

Submit your application (**all required** documents) via the online-platform:

<https://ie.mgt.tum.de/>