

Transferring Credits for German courses

Dear students,

It is great that you have decided to go abroad and study/learn their local language.

For transferring of credits, please note the following requirements:

1. Attend the language classes or language-related classes at a recognized university for credit transfer

Credits cannot be transferred for courses taken at private language schools or institutes. If the summer school is operated in collaboration with a university, credit transfer may also not be possible as restricted by CUHK regulations. Please approach the German team for advice on credit transfer before going abroad.

2. Transfer up to six credits to fulfill the requirement for declaring Minor

Students are allowed to transfer up to six credits for fulfillment of the requirements for declaring Minor if all conditions are met. Credits exceeding this limit may be counted as elective courses to fulfill the graduation requirement.

3. Course equivalence

Any course you took in an overseas institute for credit transfer should be pertinent to an equivalent course available in the German language programme. For example:

Abroad	CUHK
German A2.2	GERM 3001 German VI
Modern German Culture and History	GERM 1100 Germany Today

In case there isn't an equivalent course available at CUHK, only unit exemptions might be granted but not course exemptions. For more details on course equivalence, please check with the German team.

4. Minimum number of contact hours for applying credit transfer

For applying credit transfer of a 3-unit language course, make sure that the number of **contact hours** should not be less than 42 hours. Outing activities, cultural activities, museum visits, etc. incorporated in a language course are not counted towards formal contact hours. Please obtain a detailed syllabus of the course concerned from your host university or your course teacher for our assessment.

5. Transfer of credit applicable only to courses at a level above the level you obtained at CUHK

For requesting credit transfer of language courses, the courses concerned must at a level that is above the level you have taken at CUHK.

For example, if you have completed German 3 at CUHK, which is equivalent to A1.2 level of the CEFR (Common European Framework of Reference for Languages), only the courses you took at a level above A1.2 of the CEFR (i.e., level A2.1 or above) which do not include any elements of A1.2 will be considered for credit transfer.

In the case that you have completed an intensive course of 60, 80 or more hours, and part of the curriculum includes a level that you have mastered, the part of the courses on the level that you haven't attained at CUHK prior to your study in the overseas institution will be considered for credit transfer. For example, if you have completed German 3 at CUHK and the summer intensive course that you have taken is a 120-hour course that covers A1.2 and A2 level, the part of the course at the A2 level will be considered for credit transfer.

6. Assessment for credit transfer

For successful applications of credit transfer, students must take part in an assessment and to pass with an acceptable grade, i.e. "2, 3" ("gut") or above.

7. No pre-approval of credit transfer

While you are welcome to seek advice from the members of the German team regarding the possibility of credit transfer, no pre-approval will be committed and the final decision will only be made after your return and the submission of all application documents.

8. Detailed Information required for credit transfer

It is vital that the following details and information of the course(s) you have taken overseas are available for consideration of applications of credit transfer. They include the course completion certificate, the transcript of the courses/programme concerned, the course materials or textbook, and to obtain the course syllabus from the course-offering institution.