

Transferring Credits for German courses

Please note the following information regarding credit transfer:

1 Status of the host institution

Credits can only be transferred for courses taken at universities, but not at private language schools. If the course is a cooperation between a university and a non-university organization, credit transfer may also not be possible because of CUHK regulations. Please approach the German team for advice before going abroad.

2 Maximum number of transferable credits

A maximum of 6 transferred credits can be counted towards fulfilling your minor requirement if all conditions are met. However, any credits exceeding this limit may still be counted towards your graduation requirement.

3 Minimum number of contact hours

The course taken at the host university should encompass no less than 39 contact hours. For language courses, these 39 hours must be formal language instruction. Outings, afternoon cultural activities, museum visits etc. will not be counted.

4 Course levels and content

The language course abroad should normally be at a level higher than the level you completed at CUHK. E.g. if you completed GERM2001 German III at CUHK, you have completed the A1.2 level under CEFR (Common European Framework of Reference for Languages). Therefore, you should take a course at A2.1 level of CEFR. However, if you completed GERM2000 German II, you still might be able to take a course at A1.2 level to cover GERM2001 German III.

CUHK courses	CEFR
GERM1000	A1.1
GERM2000	A1.1/A1.2
GERM2001	A1.2
GERM3000	A2.1
GERM3001	A2.1/A2.2
GERM3002	A2.2

Please note that the number of credits you can transfer may be adjusted depending on the degree of overlapping, if any, of course content between the course you completed at the host university and courses you finished at CUHK.

5 Supporting documents

Generally, you have to provide information about a) the number of contact hours (cf. no. 3 above), b) the CEFR level of the course and the content covered (cf. no. 4 above), and c) your grade. Make sure this information is listed in the course certificate and/or the course syllabus of your host university. In case no course syllabus is provided, you need to ask your course teacher to issue a letter with details of the course content if it is not included in the certificate. Failure to provide the above-mentioned information may lead to a delay in the review process, or a rejection of your credit transfer request.

6 Pre-approval of credit transfer

You can ask teachers of the German programme of the Department of Linguistics and Modern Languages for advice regarding the possibility of credit transfer. However, the final decision will be made after your return and submission of required documents.