Auditor programme of the FSU  
(summer semester 2019)

Preparing for your studies: language and subject-specific skills for refugees

Do you have a refugee status\(^1\) and would like to study at our university? Do you have a university entrance qualification? Please take a look at the information below if you want to prepare for your studies at our university first. The registration period will start at the end of March 2019.

**Important information**

If you take part in lectures and seminars in the auditor programme, you cannot take examinations in these courses. If you take part in the German courses regularly and actively, you will be able to take language examinations at the end of these courses.

1. Where can I find more information?
   
a) If you are interested in current study options at the University, please visit [https://www.uni-jena.de/en/Studies/Study+programme.html](https://www.uni-jena.de/en/Studies/Study+programme.html). For more information about the study requirements, please visit [https://www.uni-jena.de/en/degree+programmes+international.html](https://www.uni-jena.de/en/degree+programmes+international.html).

b) Do you still have questions on the study requirements? Please take a look at the FAQ section ([https://www.uni-jena.de/en/degree+studies+FAQ.html](https://www.uni-jena.de/en/degree+studies+FAQ.html)) or visit one of our advisers for international students during their office hours [https://www.uni-jena.de/en/IB_InternationaleStudierende.html](https://www.uni-jena.de/en/IB_InternationaleStudierende.html).

c) Have you already chosen a study programme? At the end of March, we will publish a new course catalogue for auditors (in German only) here: [https://www.uni-jena.de/gasthoerer.html](https://www.uni-jena.de/gasthoerer.html). Please pick one to four courses.

   -> How to take part in a course which is not meant for auditors in the first place? Please visit the same website above for more information.

   -> Do you have any further questions? Please contact the Student Service Centre ([contact details](https://www.uni-jena.de/en/) on the Internet or in the auditor programme brochure).

d) From mid March, you can check the current German courses offered by the Language Centre: [https://www.uni-jena.de/en/SPZ_German_Courses.html](https://www.uni-jena.de/en/SPZ_German_Courses.html).

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\(^1\) If you want to register for the programme, one of the following statuses is required: asylum seeker (arrival certificate) in accordance with the section 63a subsection 1 of the Asylum Act (Asylgesetz, AsylG); permission to remain pending the asylum decision (section 55 subsection 1 and section 63 of the AsylG); temporary suspension of deportation (section 60a of the Residence Act (Aufenthaltsgesetz, AufenthG); temporary residence permit (section 23, several subsections, AufenthG: /residence on humanitarian grounds/; sections 25 and 27 of the AufenthG: /immigration of dependants/).
2. Registration for the auditor programme (participation in courses):

a) When and how to apply for the auditor programme?
   You can apply for the programme between 18 and 29 March. Please fill in the application form ([https://www.uni-jena.de/gasthoerer.html](https://www.uni-jena.de/gasthoerer.html)). In the application form section, please provide all courses selected except German courses. (The footnote 1 does not apply to you.) Finally, please submit the application form at the reception desk in the Student Service Centre (SSZ) or send it to:
   Friedrich-Schiller-Universität Jena, Studierenden-Service-Zentrum, Fürstengraben 1, 07743 Jena.

b) Payment of the programme fee
   You can pay the programme fee with your debit card in the Student Service Centre when submitting your application there. Alternatively, you can transfer the fee to the University's bank account before the submission of your application. If you provide the certificate of unemployment benefits ("Arbeitslosengeldbescheid") when submitting your application, you will pay the reduced programme fee. For further information on the fee and bank account, please click on the costs section: [https://www.uni-jena.de/gasthoerer.html](https://www.uni-jena.de/gasthoerer.html).

3. Registration for a German course in the Language Centre

a) Registration
   Please register for a German course between mid March to 31 March at the Language Centre as a guest: [https://www.uni-jena.de/en/SPZ_German_Application.html](https://www.uni-jena.de/en/SPZ_German_Application.html).

b) Placement test
   After your registration, you must take part in the placement test on Tuesday, 2 April, from 18:00 to 20:00, at Carl-Zeiss-Straße 3, Hörsaal 1.

3. Enrolment for German courses
   Please enrol for one or several German courses in person on Friday, 5 April, from 14:00 to 16:00 at Carl-Zeiss-Straße 3, Hörsaal 1. Please come to the enrolment in time.

   **Important information**
   Please bring the following documents to the enrolment with you:
   - auditor programme application form (confirmed by the Student Service Centre),
   - your residence permit as proof of your refugee status.
   The Language Centre staff will check both documents first. You will then jointly decide on which language course suits you best.

d) Payment of the course fee
   Shortly after the enrolment, you will receive an e-mail informing you about the course fee. The student price for language course ranges from €20 to €60 per course.
   Please transfer the course fee as soon as possible and bring your account statement as a proof to the German course in the second course week with you.

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2 Alternatively, you can opt for the test on Tuesday, 9 April, from 18:00 to 20:00 at the same location. We kindly ask you to choose the first date! You will be informed about the results of the test at the enrolment.

3 Alternatively, you can enrol for the German course on Friday, 12 April, between 14:00 and 16:00 at the same location. We kindly ask you to enrol on the first date!