

## **Regulations for Corona-related “International Internships” outside Germany**

The following exceptional regulations do apply for the Outgoing groups of the 1st and 2nd semester 2019/20, the 1st semester 2020/21 and (with limitations) for the 2nd semester 2020/21 and for the 1<sup>st</sup> semester 2021/22\* for students who conduct their international internship in Jordan (or elsewhere).

(\*Until further decision are taken, the second semester of the German Year for the Outgoings group of the 1<sup>st</sup> semester 2021/22, has to be conducted in Germany according to the general German Year regulations)

The substitute German Year internship in Jordan (or elsewhere) can be conducted under the following conditions:

### **Internship Duration and Internship Country:**

1. Internships in Jordan (or elsewhere) will not fall under the “incomplete internship in Germany” regulations, hence students would only need **to complete the 20 required weeks**.
2. The company not necessarily needs to be German and the **internship can be conducted in Jordan or any other country**.

### **Internship approval:**

3. The internship in Jordan (or elsewhere) would need the **prior approval** of the Director of the Office for Industrial Links (OIL) **and the respective Dean**.

### **Internship Registration:**

4. Students who will do their internship in Jordan (or elsewhere) have to **pay registration and tuition fees for up to 12 credit hours** (see table under No. 10)
5. The certificate will indicate that the internship was not conducted in Germany.

### **Remote Internships:**

6. Students are allowed to work inside companies or do their internship remotely (online in home-office) depending on the company’s current precaution regulations. Students are themselves responsible to adhere to precaution and safety measures specified by the company.
  - Students who are still registered at a German University for the online internship do not have to register and pay tuition fees at GJU
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### **Study Course Registration during Internship:**

7. Students **are not allowed to register for courses at GJU and do their internship in parallel.**
8. Students who are supposed to be in their internship semester **are not allowed to register for courses in German Universities** as part of an “additional German year study semester” and to postpone their internship accordingly.

### **Split Internships and split German Year\*:**

(\*This does not apply for the Outgoings students of the 2nd semester 2020/21 and for the 1st semester 2021/22)

9. Students, who cannot complete the 20 weeks consecutively before the official end of the German Year, will be allowed **to split or postpone the internship semester**, register for courses in following semesters and **complete the missing weeks or conduct the whole internship later.**

Students should **get the approval** for postponement, splitting and the new location of their internship by their Schools and the Offices for Industrial Links.

10. If a student already completed some internship weeks in Germany, the student would need to provide the OIL with a confirmation/certificate from the company about the weeks that have been already been trained. The remaining weeks can be completed in Jordan (or elsewhere) upon prior approval of OIL director and Dean.

**The credit hours that need to be paid and registered at GJU are according to the below scheme:**

Internship duration completed in Germany	Number of weeks required outside Germany	Number of credit hours the student need to register and pay for	
0 – up to less than 5 weeks	20 -16 weeks	12 CHs	
5 weeks up to less than 10 weeks	15 -11 weeks	9 CHs	
10 weeks up to less than 15 weeks	10-6 weeks	6 CHs	
15 weeks up to less than 20 weeks	5-1 weeks	3 CHs	

11. **Internship documents for split internships** need to be provided as follows depending on the duration of the internships:

Internship less than 5 weeks	only signed certificate/company confirmation, no report required
Internship 5-9 weeks	Signed certificate + 2-3 pages summary report (not necessarily signed by the company)
Internship 10 weeks and more	certificate + full internship report (both signed and stamped by the company)

12. **Graduation Project Registration with incomplete German Year requirements:**

German Year students in Germany or in Jordan are not allowed to register for graduation project courses before they finish their German year requirements unless the study plan allows to do so or unless they finished at least 50% of their international internship.

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