**WU Bachelor Exchange Report**

**Important information** for students **filling out** this form: Exchange reports are an important source of information for future outgoing WU-students. Please fill in the form **in English** and as detailed as possible. If a particular field is not relevant in your case, please enter “N/A” (not applicable). Thank you very much for your cooperation.

**Important information** for students **reading** this report: Exchange reports are a subjective and therefore an unofficial source of information. In case of questions, please refer to the official information provided by WU’s International Office such as info- and factsheets, or contact the International Office.

Please note that your exchange report will be uploaded on the Exchange Report Database of WU’s International Office. This database can be accessed by the WU members (students, faculty, and WU staff) only.

**Thank you very much for your cooperation!**

1. **GENERAL INFORMATION**
* Name of your host university, city, state, country

* Your study program and/or major at WU (e.g. BW; IBW; VWL; SozÖk; Winf; BBE; etc.)

* Your e-mail address for questions of WU-students (optional but recommended)

1. **SELECTION PROCESS AT WU**
* Was there a selection interview?

**[ ]** Yes **[ ]** No

* If yes, who interviewed you and in which language(s)?

* How was the interview conducted (e.g. in-group; individually; face-to-face; by phone; via MS-Teams or Zoom; other)?

* What were the most important aspects?

* How would you suggest that future applicants prepare themselves for the interview?

1. **HOUSING**
* Where and how did you book your housing?
* Did your host university have mandatory on-campus housing policy?

* Please describe the type of housing you booked (e.g. on-campus; off-campus; single room; double room; living community; private flat; etc.).

* Please describe the basic infrastructure (room; bathroom; kitchen; etc.) and services included (e.g. internet; cleaning; laundry; social areas; etc.)

* Did you feel welcome in the housing community and feel safe in the neighborhood?

* Please share any advice or additional information you find important!

1. **HEALTH AND INSURANCE**
* Did you obtain insurance for your exchange stay?

**[ ]** Yes **[ ]** No

* Where and what type of insurance did you buy?

* Was the European Health Insurance Card (E-Card) sufficient?

**[ ]** Yes **[ ]** No

* Does your host university have a mandatory health insurance policy that all students are required to purchase?

**[ ]** Yes **[ ]** No

* If yes, did you have the possibility to apply for a waiver (exemption)?

**[ ]** Yes **[ ]** No

* If you applied for a waiver, how did the waiver process work?
* Where and what type of insurance did you buy in the end?
* What did your insurance cover?
* Please share any advice or additional information you find important!

* Were any further medical provisions such as vaccinations necessary?

* Does the host university have its own medical care facilities?
* What are the medical care services offered for students at the university?
* How do students access these services?

1. **TRAVEL AND ARRIVAL**
* How did you travel to your host university?
* Did your host university offer transfer or pick-up services?
* If you travel by plane, what are the sustainable alternatives of travelling to your host university location (Green Mobility)?

* Did you receive the Erasmus+ Top-Up Green Travel?

**[ ]** Yes **[ ]** No

* Did your host university offer any orientation programs, info sessions, or similar events upon arrival?

**[ ]** Yes **[ ]** No

* Was the orientation period mandatory?

**[ ]** Yes **[ ]** No

* When exactly did the orientation period take place?

* Please describe event in detail

1. **ACADEMIC LIFE AT HOST UNIVERSITY**
* How did course registration work (e.g. online before the semester start; in person during the add-and-drop period; during the first unit of the classes; etc.)?
* Please describe the process briefly
* Please tell if you have any advice for future participants regarding course registration

* Does the university offer mandatory or optional language courses for the exchange students?
* If yes, did you attend any?

* Do the exchange students have access to the courses offered by other schools, faculties, or departments?
* Have you yourself taken courses from other schools, faculties, or departments?
* How does this process work? What are the limitations?

* What is the minimum course workload at the host university?
* What is the average course workload?
* What would be the appropriate course workload for an exchange student in your opinion?

* How would you describe the academic culture at the host university?
* How would you describe the teaching methods?
* How would you describe the relations between teaching staff and students?
* What are the academic expectations towards students?

* Please describe the library and other learning facilities

* Please share any advice or additional information you find important!

**Please note that you will provide the detailed course information for the individual courses you attended at the end of this survey!**

**7) SOCIAL LIFE AND INFRASTRUCTURE AT HOST UNIVERSITY**

* How would you describe the social and cultural life at the host university?
* What does the host university offer in these areas?
* Does the host university have students clubs and societies? If yes, did you join any of them?

* How would you describe sports infrastructure at the host university?
* What sports activities does the host university offer for students?

* How would you describe the quality and the variety of the meals offered on campus?
* Does the host university also offer so-called meal plans?
* Did you join any meal-plan? Would you recommend it?

* Please describe the infrastructure at your host university (e.g. convenience stores, restaurants).

* Please share any advice or additional information you find important!

**8) LOCAL LIFE**

* How would you describe the local social and cultural life?
* Describe your experiences with the local food offer, restaurants, shopping, etc.
* What does the location have to offer in culture and entertainment?
* How would you describe local sports options?

* What are the sightseeing attractions?

* What are the nearby destinations for short excursions—day or weekend trips?

* How would you describe the local transportation?

* Do you have any top tips and highlights?

* Please share any advice or additional information you find important!

**9) FINANCIAL MATTERS**

* Please give a detailed breakdown of costs incurred during your exchange semester.
* Please make all entries in Euro and per semester!

Travel costs:

Accommodation (per semester):

Food (per semester):

Insurance (per semester):

Services fees charged by the host university (per semester):

Books and Supplies (per semester):

Local transportation:

Utilities (phone, etc.):

Other (please describe):

Other (please describe):

Other (please describe):

**TOTAL:**

* Do exchange students have working opportunities in general?
* Do exchange students have also part-time on-campus job opportunities?
* If yes, have you undertaken any jobs?

* Does the host university offer scholarships for incoming exchange students?

* Which scholarship(s) did you receive?

**[ ]** WU Mobility Grant

**[ ]** Erasmus+ (for the 27 EU member states, Norway, North Macedonia, Serbia and Turkey)[ ]  I did not receive any scholarships

**[ ]** Other

* If other, please specify: (Scholarship opportunities):

**10) FINAL STATEMENT**

We are always looking for possibilities to promote our exchange programs. It would be great if you help us by summarizing your personal experiences concerning your exchange semester.

The floor is yours!

**11) COURSES YOU ATTENDED**

Please comment on the courses you attended at your exchange university.

**Course 1**

* Course Title (including the course prefix and number!)

* School, department, or faculty that offers the course

* Lecturer’s name

* Language of instruction

* Course content

* Teaching methods (lecture, group work, case studies, etc.)

* Assessment methods (written exams, oral exams, written assignments, in-class participation, etc.)

* Class size (number of participants)

* Workload (high, average, low, etc.)

* Further comments (tips for the course, relevance to your studies, etc.)

* Compulsory attendance?

**[ ]** Yes **[ ]** No

**Course 2**

* Course Title (including the course prefix and number!)

* School, department, or faculty that offers the course

* Lecturer’s name

* Language of instruction

* Course content

* Teaching methods (lecture, group work, case studies, etc.)

* Assessment methods (written exams, oral exams, written assignments, in-class participation, etc.)

* Class size (number of participants)

* Workload (high, average, low, etc.)

* Further comments (tips for the course, relevance to your studies, etc.)

* Compulsory attendance?

**[ ]** Yes **[ ]** No

**Course 3**

* Course Title (including the course prefix and number!)

* School, department, or faculty that offers the course

* Lecturer’s name

* Language of instruction

* Course content

* Teaching methods (lecture, group work, case studies, etc.)

* Assessment methods (written exams, oral exams, written assignments, in-class participation, etc.)

* Class size (number of participants)

* Workload (high, average, low, etc.)

* Further comments (tips for the course, relevance to your studies, etc.)

* Compulsory attendance?

**[ ]** Yes **[ ]** No

**Course 4**

* Course Title (including the course prefix and number!)

* School, department, or faculty that offers the course

* Lecturer’s name

* Language of instruction

* Course content

* Teaching methods (lecture, group work, case studies, etc.)

* Assessment methods (written exams, oral exams, written assignments, in-class participation, etc.)

* Class size (number of participants)

* Workload (high, average, low, etc.)

* Further comments (tips for the course, relevance to your studies, etc.)

* Compulsory attendance?

**[ ]** Yes **[ ]** No

**Course 5**

* Course Title (including the course prefix and number!)

* School, department, or faculty that offers the course

* Lecturer’s name

* Language of instruction

* Course content

* Teaching methods (lecture, group work, case studies, etc.)

* Assessment methods (written exams, oral exams, written assignments, in-class participation, etc.)

* Class size (number of participants)

* Workload (high, average, low, etc.)

* Further comments (tips for the course, relevance to your studies, etc.)

* Compulsory attendance?

**[ ]** Yes **[ ]** No

**Course 6**

* Course Title (including the course prefix and number!)

* School, department, or faculty that offers the course

* Lecturer’s name

* Language of instruction

* Course content

* Teaching methods (lecture, group work, case studies, etc.)

* Assessment methods (written exams, oral exams, written assignments, in-class participation, etc.)

* Class size (number of participants)

* Workload (high, average, low, etc.)

* Further comments (tips for the course, relevance to your studies, etc.)

* Compulsory attendance?

**[ ]** Yes **[ ]** No