

# Web-Seminar: Language Proficiency Tests for Exchange Programs of the University of Mannheim

International Office



Foto: Adam Aach

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# Information and other Web-seminars



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Submission

**“ In order to study abroad successfully, you need to be proficient in the language(s) of instruction. ”**

# Common European Framework of Reference for Languages (CEFR)

<b>PROFICIENT USER</b>	C2	Can understand with ease virtually everything heard or read. Can summarise information from different spoken and written sources, reconstructing arguments and accounts in a coherent presentation. Can express him/herself spontaneously, very fluently and precisely, differentiating finer shades of meaning even in more complex situations.
	C1	Can understand a wide range of demanding, longer texts, and recognise implicit meaning. Can express him/herself fluently and spontaneously without much obvious searching for expressions. Can use language flexibly and effectively for social, academic and professional purposes. Can produce clear, well-structured, detailed text on complex subjects, showing controlled use of organisational patterns, connectors and cohesive devices.
<b>INDEPENDENT USER</b>	B2	Can understand the main ideas of complex text on both concrete and abstract topics, including technical discussions in his/her field of specialisation. Can interact with a degree of fluency and spontaneity that makes regular interaction with native speakers quite possible without strain for either party. Can produce clear, detailed text on a wide range of subjects and explain a viewpoint on a topical issue giving the advantages and disadvantages of various options.
	B1	Can understand the main points of clear standard input on familiar matters regularly encountered in work, school, leisure, etc. Can deal with most situations likely to arise whilst travelling in an area where the language is spoken. Can produce simple connected text on topics which are familiar or of personal interest. Can describe experiences and events, dreams, hopes & ambitions and briefly give reasons and explanations for opinions and plans.
<b>BASIC USER</b>	A2	Can understand sentences and frequently used expressions related to areas of most immediate relevance (e.g. very basic personal and family information, shopping, local geography, employment). Can communicate in simple and routine tasks requiring a simple and direct exchange of information on familiar and routine matters. Can describe in simple terms aspects of his/her background, immediate environment and matters in areas of immediate need.
	A1	Can understand and use familiar everyday expressions and very basic phrases aimed at the satisfaction of needs of a concrete type. Can introduce him/herself and others and can ask and answer questions about personal details such as where he/she lives, people he/she knows and things he/she has. Can interact in a simple way provided the other person talks slowly and clearly and is prepared to help.

# Why do I have to hand in a language test if...

...I'm currently studying in that language?

...I already lived abroad?

...I had that language in school?

...I already had a test a few years ago?

... I'm a native speaker?

# Requirements of our Partner Universities

## PROGRAM ELIGIBILITY CRITERIA

Criterion	Measure	Details
English Proficiency	IELTS	6.0 overall 6.0 in reading & writing

LANG

Proof of proficiency in your program  
instruction, in the case of applications  
neither English nor French  
Language proficiency test scores

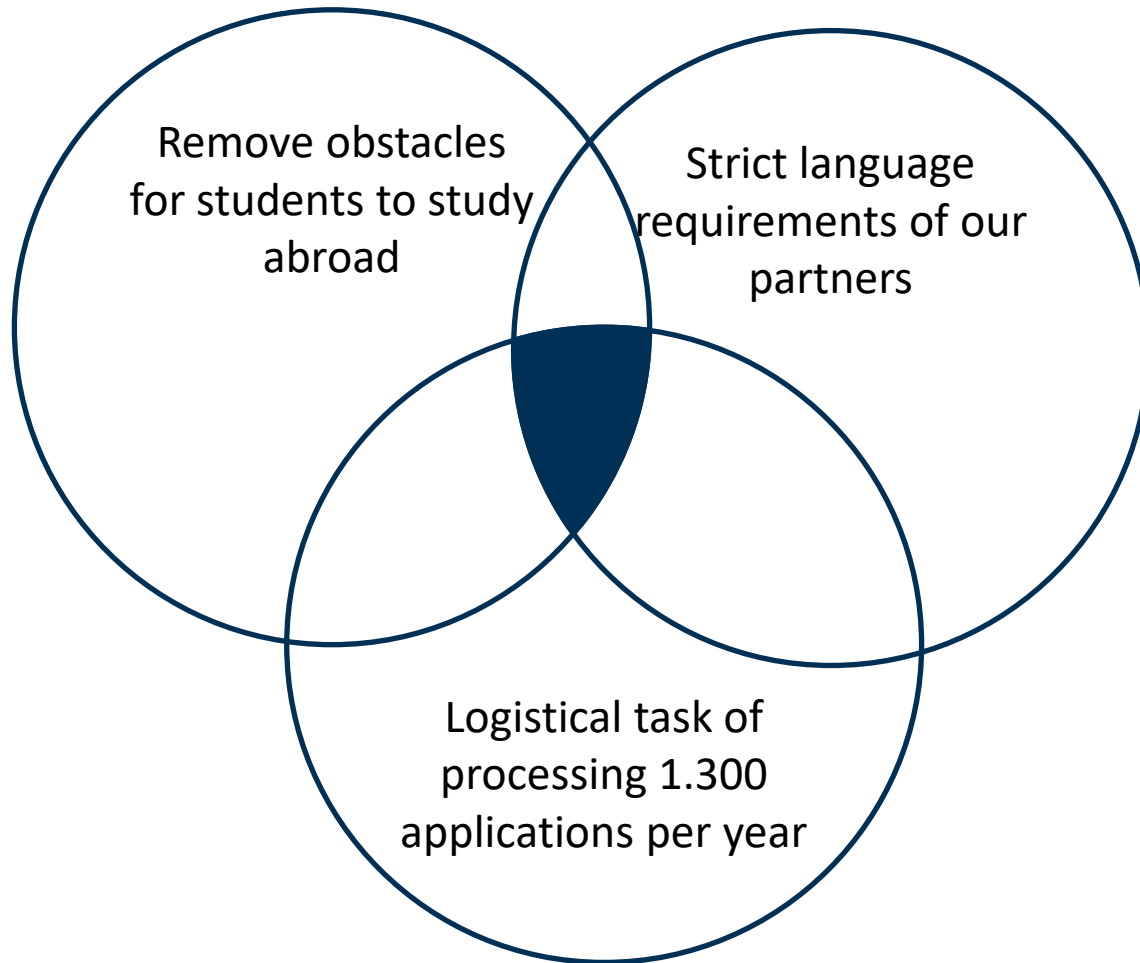
## LANGUAGE REQUIREMENTS

A high level (B2) of English proficiency is expected. No formal English test is required.

0 (Paper-based)  
al 7.0 (Internet-based)

IELTS—Aca

		based test) or 7.0 (internet-based test) 20 in writing 18 in reading 17 in listening 16 in speaking
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## Requirements



You need a valid proof of language proficiency, approved by the University of Mannheim.



Your language test cannot be older than two years by the application deadline.



You need to fulfill the requirements of the individual partner universities.

# Native speaker

Unfortunately, native speakers often still require a formally valid language certificate.



*Usually you are exempt from the language requirements only if*

- you are a citizen of a country with a corresponding official language or lingua franca

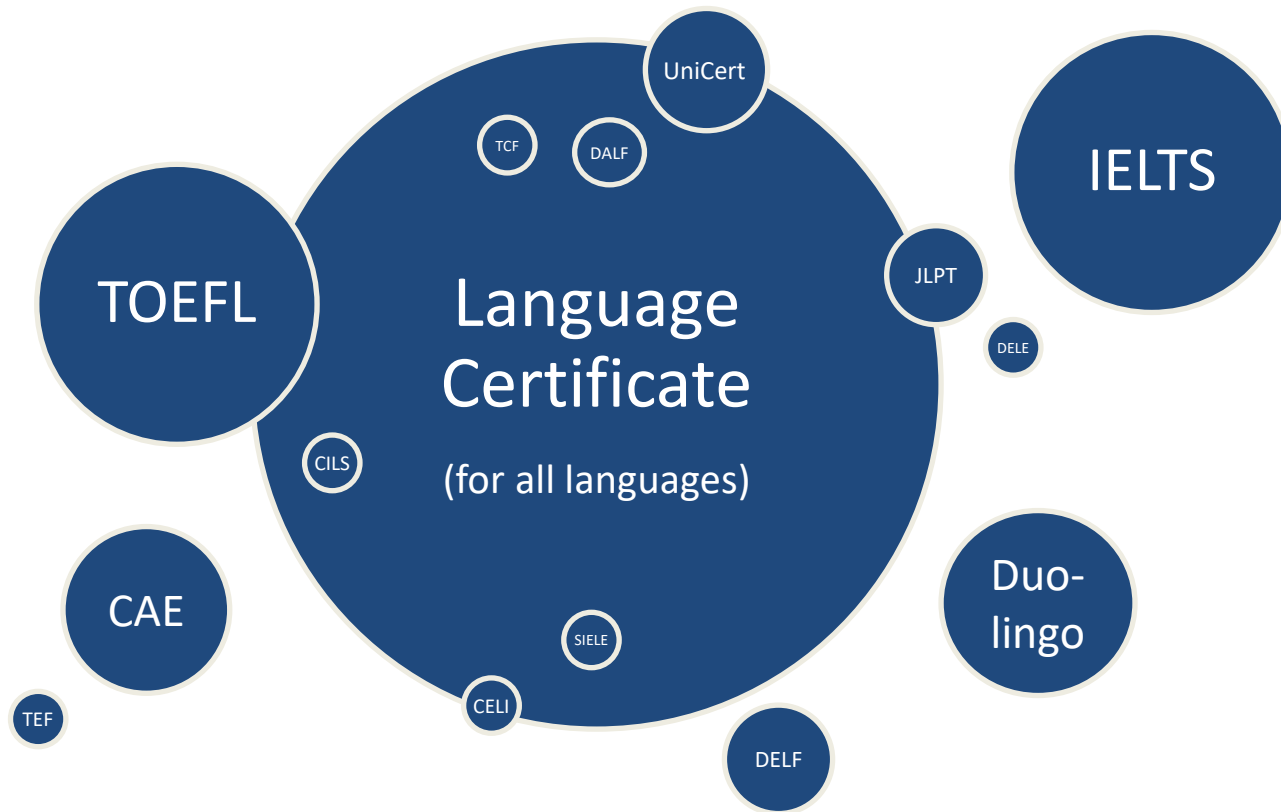
AND

- Have a high school diploma or bachelor's degree from a country with a corresponding official or common language

**Please check this with us individually in any case!**

Notify us early enough before applying so that you can still provide approved proof in case of doubt.

# Which Language Test is required?



# These do not count as valid language tests

- × A-Level/High School Diploma/School Certificate
- × Language course
- × High School Year/School Exchange
- × Bachelor's Degree in English...

# Language Certificate

= Minimum requirement for many Partner Universities

Test for all languages

Replacable by all common language tests

Available via teachers for students who major in that language (e.g. English Studies)

Test available at Studium Generale (€40)

DIVISION II  
INTERNATIONAL OFFICE



## LANGUAGE CERTIFICATE for exchange students

To be completed by applicant:

Name: \_\_\_\_\_ First name: \_\_\_\_\_

Student ID Number: \_\_\_\_\_

Language tested: ☐ English ☐ Français ☐ Español ☐ Italiano ☐ \_\_\_\_\_

To be completed by the examiner<sup>1</sup>:

I. Listening Comprehension	
C2: Understands complex general listening texts as well as listening texts relevant to above subject without any difficulty.	<input type="checkbox"/>
C1: Understands demanding general listening texts and listening texts in above subject, e.g. lectures.	<input type="checkbox"/>
B2: Understands main content of a variety of listening texts pertaining to general situations and in the context of work and studying in above subject.	<input type="checkbox"/>
B1: Understands the main information in clear standard language on familiar topics.	<input type="checkbox"/>
A2: Can usually only understand simple expressions with some effort. Help needed with repetition and translation.	<input type="checkbox"/>
A1: Has great difficulty in understanding simple expressions.	<input type="checkbox"/>

II. Spoken Language	
C2: Has no problem in speaking in general situations and in context of subject named above using appropriate register.	<input type="checkbox"/>
C1: Speaks fluently but makes occasional errors in general situations and on subject named above, e.g. in academic discussions.	<input type="checkbox"/>
B2: Speaks comprehensibly, despite errors, with a degree of fluency and uses a limited range of vocabulary.	<input type="checkbox"/>

III. Written Language	
C2: Has no difficulty in writing in general situations and in context of subject named above using appropriate stylistic register.	<input type="checkbox"/>
C1: Writes fluently on general topics and on topics relevant to subject named above, e.g. assignments, but makes occasional errors.	<input type="checkbox"/>
B2: Can write comprehensible texts with a limited range of vocabulary on general topics and in the context of work and studying in the above subject.	<input type="checkbox"/>
B1: Can write simple texts with limited vocabulary but makes grammatical errors.	<input type="checkbox"/>
A2: Can write brief statements on personal matters but makes numerous errors.	<input type="checkbox"/>
A1: Has great difficulty in formulating thoughts in written form.	<input type="checkbox"/>

IV. Reading Comprehension	
C2: Understands complex general texts and texts relevant to above subject without any difficulty.	<input type="checkbox"/>
C1: Understands demanding general texts as well as written texts on above subject, e.g. periodicals.	<input type="checkbox"/>
B2: Understands the main content of demanding written texts on general topics and within the context of work and studying in the above subject.	<input type="checkbox"/>

# Alternative Tests for Languages other than English

## French

**DELF** (*Diplôme d'Etudes en Langue Française*)

**DALF** (*Diplôme Approfondi de Langue Française*)

**TCF** (*Test de la Connaissance du Français*)

**TEF** (*Test d'Évaluation de Français*)

**Tip:** If you have reached a certain level of French in your German secondary school (Gymnasium, Leistungskurs oder „erhöhtes Niveau“), many schools issue a French-German certificate together with the German graduation diploma (Abitur) pursuant to an **“agreement by the German and French governments dated 4 November 1988”**. The University of Mannheim and the French universities normally accept this certificate as proof of language proficiency.

Requirements: It should not be older than two years by the application deadline, as for the selection process your current language abilities need to be assessed (if this is not the case, please hand in a Language Certificate or similar). Furthermore, the certificate or the Abitur diploma have to indicate the **level reached according to the European Framework of Reference for Languages (e.g. B2)**. Please do always submit the certificate together with your Abitur diploma. Your Abitur diploma does *not* need to be translated. Please find here an **example for this certificate**.

If you have questions, please contact Ms. Bach at the International Office (exchange coordinator for France, see below).

**Applicants with a German-French Abitur** please contact as well Ms. Bach to check if this can be used for the application.

## Spanish

**DELE** (*Diplomas de Español como Lengua Extranjera*)

**SIELE** (*Servicio Internacional de Evaluación de la Lengua Española*)

## Italian

**CELI** (*Certificado di Conoscenza della Lingua Italiana*)

**CILS** (*Certificato d'Italiano come Lingua Straniera*)

# TOEFL iBT


Universally accepted

Institutional Code 7261

Preparation material in the  
library and online

Online results available in  
approx. 10 days

TOEFL Home Edition




**Test Taker Score Report**

**Name:** [REDACTED]  
Last (Family/Surname) Name, First (Given) Name Middle Name

**Email:** [REDACTED]

**Gender:** F **Appointment Number:** [REDACTED] 8500

**Date of Birth:** [REDACTED] **Test Date:** June 13, 2020



Inst. Code	Dept. Code
7261	99

**Country of Birth:** Germany  
**Native Language:** Deutsch (German)  
**Test Center:** STN11835A - Eloquia GmbH  
**Test Center Country:** Germany

Security Identification

ID Type: PASSPORT ID No.: xxxxxxxxxxxxxxxxxxxxxJWVJ Issuing Country: Germany

**THIS IS A PDF SCORE REPORT, DOWNLOADED AND PRINTED BY THE TEST TAKER.**

**June 13, 2020  
Test Date Scores**

**Total Score**  
94 out of 120

**Reading:** 21 0 30

**Listening:** 23 0 30

**Speaking:** 28 0 30

**Writing:** 22 0 30

**MyBest™ Scores**  
Your highest section scores from all valid test dates, as of June 17, 2020.

**Sum of Highest Section Scores**  
94 out of 120

**Reading:** 21 0 30  
Test Date: Jun 13, 2020

**Listening:** 23 0 30  
Test Date: Jun 13, 2020

**Speaking:** 28 0 30  
Test Date: Jun 13, 2020

**Writing:** 22 0 30  
Test Date: Jun 13, 2020

# IELTS Academic

Universally accepted

Results available in approx. 13  
days (online earlier)

Preparation material in the  
library and online

IELTS™

Test Report Form

ACADEMIC

**NOTE** Admission to undergraduate and post graduate courses should be based on the ACADEMIC Reading and Writing Modules.  
GENERAL TRAINING Reading and Writing Modules are not designed to test the full range of language skills required for academic purposes.  
It is recommended that the candidate's language ability as indicated in this Test Report Form be re-assessed after two years from the date of the test.

Centre Number DE708 Date 08/DEC/2018 Candidate Number [REDACTED]

**Candidate Details**

Family Name [REDACTED]

First Name [REDACTED]

Candidate ID [REDACTED]

Date of Birth [REDACTED] Sex (M/F) M Scheme Code Private Candidate

Country or Region of Origin [REDACTED]

Country of Nationality GERMANY

First Language GERMAN

**Test Results**

Listening	8.5	Reading	8.5	Writing	7.5	Speaking	7.5	Overall Band Score	8.0	CEFR Level	C1
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**Administrator Comments**

[REDACTED]

**Centre stamp**

British Council  
Alexanderplatz 1  
10178 Berlin  
Germany

**Validation stamp**

IELTS

Administrator's Signature [REDACTED]

Date 20/12/2018

Test Report Form Number [REDACTED]

BRITISH COUNCIL

idp

Cambridge Assessment English

The validity of this IELTS Test Report Form can be verified online by recognising organisations at <http://ielts.ucles.org.uk>



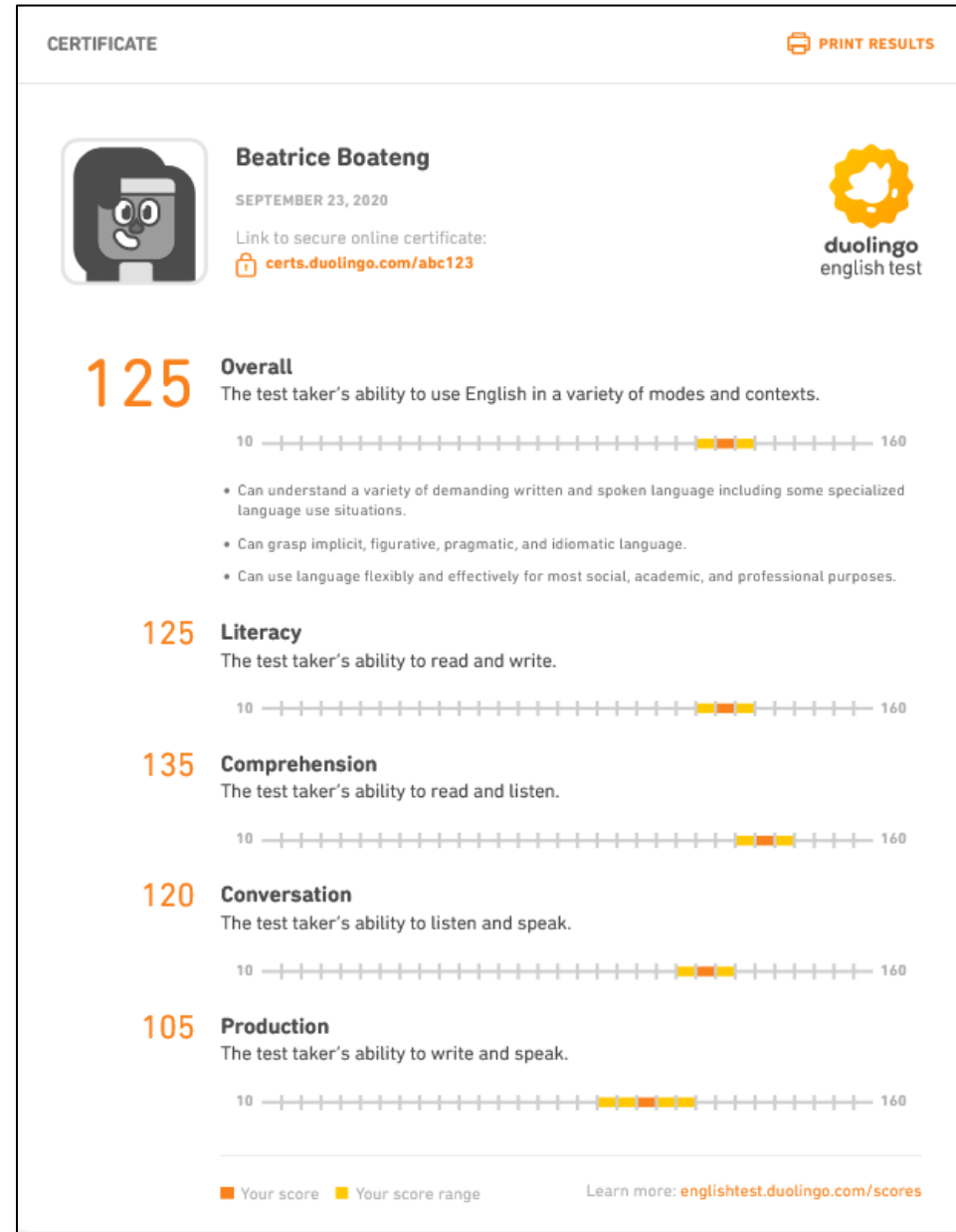
# Duolingo English Test

Affordable online test for English

Result in approx. 3 days

Relatively new; not widely accepted amongst partner universities

Can be used as preliminary English test **if the application deadline permits this**



# Tests for English

	Language Certificate	TOEFL	IELTS
Costs	Starting at €40	\$260	€229
Results	usually 1-2 days	Online: 8-10 days	13 days
Effort	Moderate	High	High
Recommended level*	minimum B2	Overall Score 80 20 in every subcategory	Overall score 6.5 6.0 in every subcategory
Acceptance	Some exchange programs	All exchange programs	All exchange programs

\*Requirements of partner university can be significantly higher, but in some cases, also lower.

# Which test of Language Proficiency is accepted at your prioritized University?

## Most important Source:



**Database of Partner Universities**

You do not have to look through the websites of the partner universities, because separate conditions often apply to the exchange programs – we will inform you via the database.

# Step 1: Filter

English ▼

## Database of Partner Universities and Exchange Opportunities

Search for Partner Universities: 1. Select or type your degree course | 2. (optional) Select country and language | 3. Click "Show details" | 4. Click on the „i“ icon for detailed information about each exchange opportunity. || For technical reasons, only the coming academic year is visible - however, agreements mostly valid for subsequent years, too.

## Preselection exchange possibilities - Outgoing - Students

Home institution	University of Mannhe... ▼
Type of application (Incoming/Outgoing)	<input type="radio"/> Incoming <input checked="" type="radio"/> Outgoing
Type of person	<input checked="" type="radio"/> Students <input type="radio"/> Teacher / Staff
Program	<-- Select all --> ▼
Study field	<-- Select all --> ▼
Academic year (*)	2021/2022 ▼
Teaching language	<-- Select all --> ▼
Country	United States ▼

Close Reset Show details

Based on the selected restrictions **95** Exchange possibilities at **82** Partner institutions in **1** Countries are available.

# Step 2: Show Details

Home institution University of Mannheim  
 Type of application (Incoming/Outgoing) Outgoing  
 Type of person Students  
 Academic year 2021/2022  
 Country United States

**i** IMPORTANT INFORMATION DETAILS: Please click on the icon on the left to access important information details regarding the individual agreement (e.g. application deadline, required proof of language skills)

Show 25 entries

	Home institution	Host country	label.adr_ort not found	Partner institution	Study field
<b>i</b>	Dept. of Law	United States	Hartford	University of Connecticut School of Law	Ergänzungsstudium Jura, Staatsex. Kombinationsstudiengang Unternehmensjurist/in, Bachelor Master of Laws (LLM), Master Wettbewerbs- und Regulierungsrecht, Master
<b>i</b>	Dept. of Economics	United States	East Lansing	Michigan State University (MSU)	Volkswirtschaftslehre, Bachelor
<b>i</b>	Business School	United States	Bloomington	Indiana University Bloomington	Betriebswirtschaftslehre, Bachelor Wirtschaftspädagogik, Bachelor
<b>i</b>	Business School	United States	Bozeman	Montana State University - Bozeman	Betriebswirtschaftslehre, Bachelor Wirtschaftspädagogik, Bachelor
<b>i</b>	Business School	United States	Charlotte	University of North Carolina at Charlotte (UNCC)	Betriebswirtschaftslehre, Bachelor Wirtschaftspädagogik, Bachelor

# Step 3: Check Language Requirements

## Informationen zum Agreement

### Eigene Information

Website der Partneruniversität	<a href="http://www.en.uj.edu.pl/en">http://www.en.uj.edu.pl/en</a>
Bewerbungstermin(e)	31.1. (JURA/PHIL/SOWI/WIM Bachelor, Master)
Informationen zur Bewerbung	<a href="#">Bewerbungsanleitungen</a> <a href="#">Einführungsveranstaltungen zum Auslandsstudium</a> <a href="#">Grundsätzliches zu Sprachnachweisen</a>
Dauer des Aufenthalts	1-2 Semester
Semesterzeiten der Partnerhochschule	Bitte recherchieren Sie die Semesterzeiten im Internet mit dem Begriff <i>academic calendar</i> o.ä. und dem vollen Namen der Partneruniversität. Achtung, manchmal können sich die Semesterzeiten von Fakultät zu Fakultät unterscheiden. Auch in den Erfahrungsberichten finden Sie häufig Informationen zu den Semesterzeiten.
Zugelassene Sprachnachweise	Language Certificate Uni Mannheim
Alternativen zum 'Language Certificate Uni Mannheim'	Falls Sie einen gültigen TOEFL/IELTS besitzen, kann dieser beispielsweise ein Language Certificate für Englisch ersetzen. Eine Beschreibung aller Alternativen für Englisch und andere Sprachen finden Sie im Abschnitt „Zugelassene Sprachnachweise“ bei den <a href="#">Sprachnachweis-Informationen</a> .
Mindestanforderungen Sprachniveau	Für diesen Austausch gelten die <a href="#">grundsätzlichen Sprachanforderungen für die Austauschprogramme</a> (keine abweichenden Anforderungen bekannt).
Mindestanforderungen Sprachniveau für non-EU Outgoings	Falls Sie keine europäische Staatsbürgerschaft besitzen, könnten strengere Sprachnachweisanforderungen für Sie gelten. Bitte erkundigen Sie sich beim <a href="#">Akademischen Auslandsamt</a> .
Akademische Anforderungen	Studierende mit einem Notendurchschnitt von 3,0 und schlechter können nur in Ausnahmefällen für einen Auslandsstudienplatz berücksichtigt werden. Lassen Sie sich im Zweifelsfall in Ihrer Fakultät beraten.
Weitere Hinweise	-
Finanzierung und Stipendien	Die Teilnahme an einem Austauschprogramm beinhaltet grundsätzlich die Befreiung von den Studiengebühren im Ausland. Die Austauschplätze an den Erasmus-Partneruniversitäten beinhalten zudem die Förderung durch das <a href="#">Erasmus-Stipendium</a> . <a href="#">Alle Stipendien- und Finanzierungsmöglichkeiten auf einen Blick</a>
Ansprechpartner für allgemeine Fragen	<a href="#">Akademisches Auslandsamt</a>
Ansprechpartner für fachliche Fragen	<a href="#">Auslandsbeauftragte der Fakultäten</a>

# Step 3: Check Language Requirements

## Informationen zum Agreement

### Eigene Information

Website der Partneruniversität	<a href="https://brocku.ca/">https://brocku.ca/</a>
Bewerbungstermin(e)	31. 10. (JURA/PHIL/SOWI/VWL/WIM Bachelor, Master)
Informationen zur Bewerbung	<a href="#">Bewerbungsanleitungen</a> <a href="#">Einführungsveranstaltungen zum Auslandsstudium</a> <a href="#">Grundsätzliches zu Sprachnachweisen</a>
Dauer des Aufenthalts	1 Semester
Semesterzeiten der Partnerhochschule	Bitte recherchieren Sie die Semesterzeiten im Internet mit dem Begriff <i>academic calendar</i> o.ä. und dem vollen Namen der Partneruniversität. Achtung, manchmal können sich die Semesterzeiten von Fakultät zu Fakultät unterscheiden. Auch in den Erfahrungsberichten finden Sie häufig Informationen zu den Semesterzeiten.
Zugelassene Sprachnachweise	TOEFL ibt IELTS Academic
Mindestanforderungen Sprachniveau	Die Universität verlangt einen der folgenden Sprachtests mit folgender Mindestpunktzahl: Bachelor: IELTS - overall 6.5, no band below 6.0 TOEFL - overall 88, with minimum 21 on speaking and 21 on writing  Master: grundsätzlich gilt für Master-Studierende TOEFL iBT - Minimum overall score of 80, with no subtest below 19 IELTS (Academic) - Minimum overall score of 6.5, with no subtest below 5.5 Bitte beachten Sie, dass manche "graduate programs" höhere Sprachniveauanforderungen haben. <b>Informieren Sie sich daher über die konkreten Sprachniveauanforderungen zu Ihrem gewünschten Programm auf <a href="#">dieser Seite</a>.</b>
Akademische Anforderungen	Studierende mit einem Notendurchschnitt von 3,0 und schlechter können nur in Ausnahmefällen für einen Auslandsstudienplatz berücksichtigt werden. Lassen Sie sich im Zweifelsfall in Ihrer Fakultät oder im Akademischen Auslandsamt beraten.
Weitere Hinweise	-
Finanzierung und Stipendien	Die Teilnahme an einem Austauschprogramm beinhaltet grundsätzlich die Befreiung von den Studiengebühren im Ausland. <a href="#">Alle Stipendien- und Finanzierungsmöglichkeiten auf einen Blick</a>
Ansprechpartner für allgemeine Fragen	<a href="#">Akademisches Auslandsamt</a>
Ansprechpartner für fachliche Fragen	<a href="#">Auslandsbeauftragte der Fakultäten</a>

# Step 3: Check Language Requirements

## Informationen zum Agreement

### Eigene Information

Website der Partneruniversität	<a href="http://www.up.edu.pe/">http://www.up.edu.pe/</a>
Bewerbungstermin(e)	30.9. (BWL Bachelor)
Informationen zur Bewerbung	<a href="#">Bewerbungsanleitungen</a> <a href="#">Einführungsveranstaltungen zum Auslandsstudium</a> <a href="#">Grundsätzliches zu Sprachnachweisen</a>
Dauer des Aufenthalts	1 Semester
Semesterzeiten der Partnerhochschule	Bitte recherchieren Sie die Semesterzeiten im Internet mit dem Begriff <i>academic calendar</i> o.ä. und dem vollen Namen der Partneruniversität. Achtung, manchmal können sich die Semesterzeiten von Fakultät zu Fakultät unterscheiden. Auch in den Erfahrungsberichten finden Sie häufig Informationen zu den Semesterzeiten.
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Mindestanforderungen Sprachniveau	Falls Sie Ihre Englischkenntnisse mit einem TOEFL oder IELTS nachweisen, muss dieser einen Score von 90 (TOEFL) bzw. 6.5 (IELTS) haben.  <b>Wichtig:</b> Ihr Sprachnachweis darf zum Zeitpunkt der <b>Nominierung</b> an der Gasthochschule nicht älter als zwei Jahre sein. Sie brauchen also einen relativ aktuellen Sprachnachweis!  Falls Sie Masterkurse belegen möchten, müssen Sie ein Sprachniveau von C1 nachweisen.
Akademische Anforderungen	-
Weitere Hinweise	-
Finanzierung und Stipendien	Die Teilnahme an einem Austauschprogramm beinhaltet grundsätzlich die Befreiung von den Studiengebühren im Ausland. <a href="#">Alle Stipendien- und Finanzierungsmöglichkeiten auf einen Blick</a>
Ansprechpartner für allgemeine Fragen	<a href="#">Akademisches Auslandsamt</a>
Ansprechpartner für fachliche Fragen	<a href="#">Auslandsbeauftragte der Fakultäten</a>



# Deadline for Language Tests during the Application Procedure

**Always check the application instructions!**

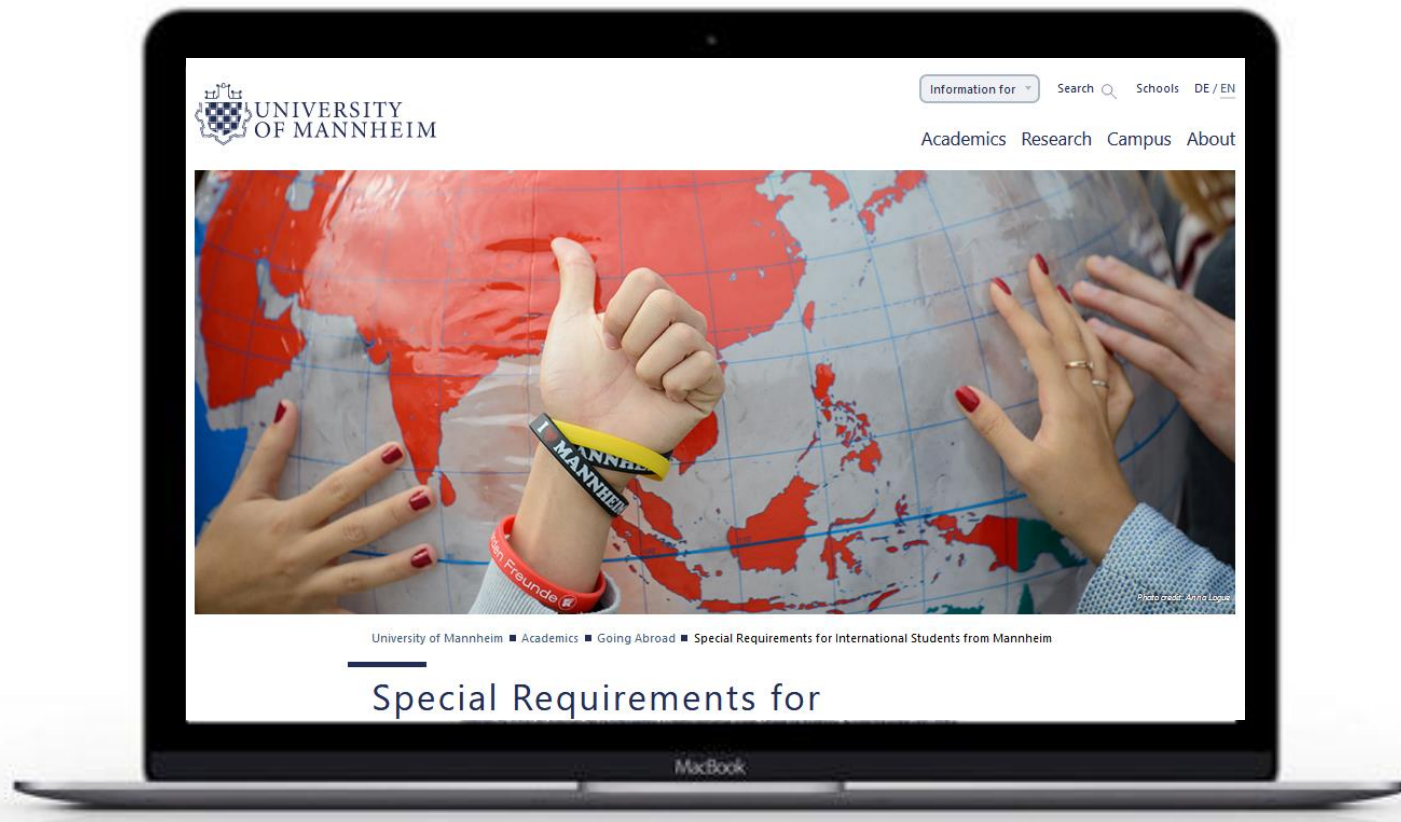
- Large differences possible between application deadlines
- Unfortunately, we have to reject incomplete applications

**If it's possible to submit it later, still do it early on!**

- Risk that you won't get a test appointment on time.
- Knowledge that you fulfill the requirements of the host university

All non-German applicants please visit the

[Website about special requirements for international students from Mannheim](#)



# Your Study Abroad Contacts

## International Office

### Organizational Questions

Application formalities,  
language tests,  
scholarships, visa, housing,  
nomination process

## Advisors in your School

### Academic and study- related questions

Course selection, credit  
transfer, time window to  
study abroad

Close collaboration, but different responsibilities  
Please try to direct your questions to the right contact person.

# Your Study Abroad Contacts

Overview at: [www.uni-mannheim.de/aaa](http://www.uni-mannheim.de/aaa)

## International Office

The team of the International Office

- + Directors and Secretary
- + Team Study Abroad
- + Team International Exchange Students
- + Team International Degree-Seeking Students
- + Team Welcome Center
- + Team Translation Services
- + IT Projects
- + Point of contact in the event of complaints and for any type of feedback

## Schools' Contacts

Contacts for Outgoing Students

- + Business School
- + School of Social Sciences
- + School of Humanities
- + School of Business Informatics and Mathematics
- + Department of Law
- + Department of Economics



**Thank you for your attention  
and good luck with your  
application!**

**Follow us on Instagram!**



[www.instagram.com/io\\_unimannheim](https://www.instagram.com/io_unimannheim)





# Q & A

