

Semester Information for AEL Students: Structure of the academic year, dates of exams and availability of marks

University:	Technische Hochschule Köln University of Applied Sciences Institute of Translation and Multilingual Communication (ITMK)
Academic year:	2023/24
University's AEL co-ordinator(s):	Prof. Christiane Brand (th-koeln.de/personen/christiane.brand/) Dagmar Schall (th-koeln.de/personen/dagmar.schall/) Email: ael-incomings-itmk@th-koeln.de
Relevant websites:	http://www.th-koeln.de/ael/incomings (German version) http://www.th-koeln.de/ael/students (English version) Website of THK's department of International Affairs (= information on enrolment, housing, getting started at THK, etc.): https://www.th-koeln.de/internationales/exchange-students_2027.php (German version) https://www.th-koeln.de/en/international_office/exchange-students_21380.php (English version)

Structure of the academic year: general description

<ul style="list-style-type: none"> - The academic year consists of two semesters. - The winter semester starts early October, the summer semester in mid-March - Nomination deadline (online): April 15 - Application deadline for incoming AEL students (online): May 1st - Registration/Enrolment at THK will be conducted online via Mobility Online - Online registration for classes at the ITMK is required in September + February (dates will be defined) - A preparatory meeting (to choose classes and create timetables) for incoming AEL students is held online via Zoom in early August. An AEL orientation meeting will take place face-to-face at the ITMK in the week before the lectures start (late September). - In the winter semester students have to attend a project module during the so-called project week in November (Vortrags- und Präsentationstechniken mit Berufsfelderkundung, 2,5 ECTS). The project week in the summer semester is free for individual studies. - Each semester ends with an exam period. - There is an approx. six-weeks break between the first and the second semester; the other breaks (apart from occasional days off) are: one week for Christmas, some days at Easter and Whitsun, and the summer holidays (mid-July to early-October). - Re-sits from the first semester can be taken at the end of the second term (June/July). Further re-sits will take place in the following exam period (January/February).
--

Key Dates (subject to alterations)

by May 1 st , 2023	Online registration on Mobility Online
by June 1 st , 2023	Submission of Learning Agreement (BTM) to dagmar.schall@th-koeln.de
Preparatory online meeting	Late August/early September (compulsory)
Early September (date t.b.a.)	Online registration for winter term classes
October 2 – 6, 2023	Orientation week for new AEL/Exchange students (compulsory)
October 3, 2023	*Holiday* (German Unification Day)
October 9, 2023	Lectures start
October 20, 2023 (date t.b.a.)	Submission of Learning Agreement (DTM)
November 2023 (date t.b.a.)	Online registration for winter term exams
November 27 – December 1, 2023	Project week (attendance compulsory)
December 23 – January 2, 2024	*Christmas Break* (re-start on Jan. 3 rd)
January 17, 2024	End of lectures
January 18 + 19, 2024	Study days
January 22 – February 9, 2024	Exam period (+ re-sits from 2022/23)

Mid-February (date t.b.a.)	Online registration for summer term classes
March 28 – April 2, 2024	*Easter Holidays*
April 3, 2024	Lectures start
April (date t.b.a.)	Submission of Learning Agreement (DTM)
May (date t.b.a.)	Online registration for summer term exams
May 13 – 17, 2024	Project week (study days for AEL incoming students)
May 18 - 21, 2024	*Whitsun Holidays*
July 4, 2024	Lectures end
July 5 - 9, 2024	Study days
July 10 - 26, 2024	Exam period + re-sits from the first semester
January/February, 2025 (t.b.a.)	Futher re-sits

Availability of marks

First semester exams	Late March
Second semester exams	Early September

Re-sits

1 st semester re-sits	June/July 2024
2 nd semester re-sits	January/February, 2025