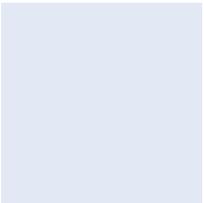
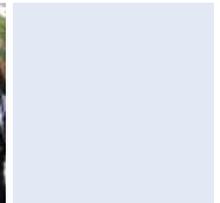
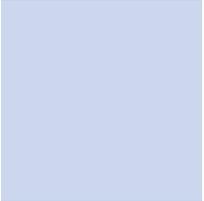
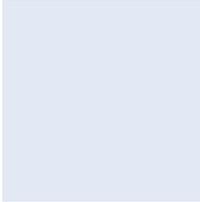




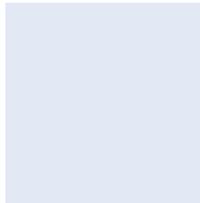
Study guide

for the

University of Education, Schwäbisch Gmünd, Germany



We welcome
YOU!



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1. UNIVERSITY OF EDUCATION

Schwäbisch Gmünd – the right place to study?



Welcome to the University of Education Schwäbisch Gmünd – or as we call it, the “Pädagogische Hochschule Schwäbisch Gmünd”, or just “PH”! This brochure will give you an idea about the courses and the opportunities offered at our institution.

The University of Education Schwäbisch Gmünd is a fairly small institution of Higher Education, but has a long tradition. Teacher training at Schwäbisch Gmünd dates back to the Catholic Teachers Seminar, established in 1825 and housed in the Franciscan monastery. In 1905, the Seminar moved to

its new location in Lessingstraße, a carefully restored classic building still used today by the Department of Music. After several transformations, the Seminar was turned into an Academic Institution of Higher Education, and in 1972 it moved into its new buildings on the present campus, 15 minutes away from the city centre.

The University of Education Schwäbisch Gmünd derives its attraction not only from the charming ambience of the Staufer town, with its largely preserved town centre and the magnificent panoramic view of the “PH” from the Emperor Mountains of the Swabian Highlands, but also from the qualities that a fairly small institution can offer with regard to attention to its students (anonymity and mega-classes don’t exist here). The lecturers respond to your individual interests and needs, and you can take an active part in shaping your training. At Schwäbisch Gmünd, your coursework is closely linked to the practical part of teaching from the very beginning and you are highly trained for your profession. The University of Education is well-equipped with modern media and information technology and offers all of today’s standard services.

We hope that this brochure will encourage your decision to study abroad and to make you feel comfortable at Schwäbisch Gmünd. Apart from this general information package, you can find more information on our website www.ph-gmuend.de → International.

We are looking forward to meeting you soon and are happy to answer all questions that you might have in advance. We wish you success and enjoyment with your studies and hope that your time at the “PH” Schwäbisch Gmünd will be an exciting and profitable one.

Dr. Monika Becker – Head of the International Office

2. Ten good reasons to study at the PH Schwäbisch Gmünd

- Studying at the University of Education Schwäbisch Gmünd is considerably more practice-orientated than at a regular university. Thanks to a low number of students you will be able to assess from the very beginning under realistic conditions, whether the teaching profession suits and appeals to you.
- Schwäbisch Gmünd is a regional centre of education with four institutions of higher education. Of these, the University of Education is the largest, yet it is not a mega university – its institutes are of a manageable size and you will easily find your way around.
- The PH offers a wide choice of the most modern teaching and research facilities that guarantee up-to-date teacher training.
- You will be treated as an individual during the entire span of your studies.
- Our university is very well-equipped: the library offers a modern internet-based loan and research system. In addition, the modern Digital-Media-Centre offers a variety of multi-media services.
- The constant exchange between academic theory and practice is standard at the PH Schwäbisch Gmünd: the excellent cooperation with the training schools makes it possible to try out new research findings in the classroom and assess their suitability for practical teaching.
- The PH Schwäbisch Gmünd exercises student and staff exchanges between its partner institutions abroad. We welcome international students and ensure valuable personal and academic contacts for them.
- We offer students an intensive academic life with a variety of activities, such as activity weekends for first semester students, in-house music festivals, sports events, functions organized by the student church groups, a bar in students' accommodation, etc.
- The International Office organizes support and activities from the first contact throughout the stay abroad, e.g. orientation week at the beginning of each semester including introductory course, city tour of Schwäbisch Gmünd, excursion to Stuttgart or Ludwigsburg, introductory events, etc.; help with paperwork (visa, authorities, insurance, bank, etc.); free railway station pick-up; introductory tours of campus and student residence hall; trips to local and regional destinations; buddy programme etc.
- The PH campus, the Stauffer town Schwäbisch Gmünd, the capital city of Stuttgart and the region offer many attractions: whether you are culturally intrigued or interested in the natural beauty of the countryside – there is always something for everybody and we are sure you will enjoy yourself.



3. What is ECTS

3. What is ECTS (European Credit Transfer System)?

ECTS – the European Credit Transfer System, was devised by the European Commission to guarantee the acceptance of study qualifications acquired in the European Union through a common valid procedure. It is a system in which study qualifications are assessed, compared and made transferable from one institution to another. In addition, it is designed to provide a greater degree of transparency, liability and flexibility in the organization and handling of studying abroad. The University of Education Schwäbisch Gmünd has agreed to participate in ECTS within the framework of ERASMUS – programmes.

This system enables ECTS-students to check with their home university, how many courses they have to take at the host university, even before taking up their studies abroad, and how their study qualifications will be accepted by their home university upon their return. To ensure this, a Learning Agreement is made between the individual and their home university. Before returning home, ECTS-students get a Transcript of Records that contains the courses and exams passed while abroad.

To guarantee acceptance of your study qualifications by your home university we use ECTS-points: these provide a measure of your work for a particular course in relation to the total workload for an academic year at a university. 60 ECTS-points are necessary for the successful completion of one academic year, and respectively 30 ECTS-points for one semester.

ECTS-points merely give information about the average work load, not about the individual success. Therefore, the Transcript of Records has to contain a grade.

According to the ECTS-rules, the home institution has to fully accept the credits achieved at the partner institution if the seminars fit into the student's curriculum at home. Therefore, we advise that you check with your home institution which courses will be accepted – and how.

Study opportunities for ECTS-students

At the University of Education Schwäbisch Gmünd, ECTS-students have a free choice of courses, e.g. they can choose any combination of subjects and courses. Nevertheless, it is advised to check with the home university and the ECTS-coordinator at the PH Gmünd first. The current PH Gmünd course programme can be accessed online at <http://www.ph-gmuend.de/studium/studienorganisation/vorlesungsverzeichnisse/> or <http://lsf.ph-gmuend.de>.

On the website of the International Office (www.ph-gmuend.de → International → International Exchange Students) you will find information about ECTS and our current course catalogue for courses in English.

Using this information, you can prepare your Learning Agreement well before your departure, which will then be signed by your home university and the University of Education Schwäbisch Gmünd. This will form the contract for your study programme abroad. At the end of your studies at the PH Schwäbisch Gmünd your work will be assessed and graded; the ECTS-coordinator will convert the grades into ECTS points and transfer them into the Transcript of

Records. This procedure will ensure the acceptance of your study qualifications gained at the PH Gmünd by your home university.

For further information concerning ECTS and the acceptance of coursework, as well as the signing of a Learning Agreement, please contact Dr. Monika Becker (Room A 116, Tel.: +49 7171 983-225; E-mail: monika.becker@ph-gmuend.de).



4. Range of courses

Study programmes

Teacher training degree courses:

- Teacher training for primary education (B.A./M.Ed.)
- Teacher training for lower secondary education (B.A./M.Ed.)
- Teacher training for vocational education (in collaboration with the Aalen University of Applied Sciences; B.Eng./M.Sc.)

Our teacher training students specialize in the following subjects, which they study in depth:

Language and Literature:

- German
- English

Social Sciences:

- Geography
- History
- Political Science
- Social Studies
- Philosophy
- Psychology / Pedagogic psychology
- Sociology / Politics
- Religious Education

Arts:

- Fine Arts
- Music

Theology:

- Protestant Religion
- Catholic Religion

Health, Food and Nutrition, Sports:

- Home Economics / Textile Studies
- Health Promotion
- Food & Nutrition
- Sport / Physical Education

Mathematics / Information Technology:

- Mathematics
- Information Technology
- Technology

Natural Sciences:

- Biology
- Chemistry
- Physics
- Applied Sciences

Other Bachelor programmes:

- B.A. Early Childhood Education
- B.Sc. Health Promotion
- B.Eng. Engineering Education
- B.Sc. Nursing Sciences

Other Master programmes:

- M.A. Education Sciences
- M.A. Intercultural Relations and Integration
- M.A. Health Promotion
- M.A. Vocational Education
- M.A. German Language and Literature Studies and Cultural Diversity/Multilingualism
- M.A. Health Promotion and Prevention
- M.Sc. Engineering Education
- M.A. Early Childhood and Social Pedagogy
- M.A. Nursing Pedagogy

Doctoral and post-doctoral degrees:

- Dr. phil.
- Dr. paed.
- Dr. habil.

Courses in German

International exchange students with a good command of German (minimum **B2** level) are welcome to attend any offered courses during first **and** second semester. Students without fluency in German but a good command of English (at least B2) can attend all of our English-taught courses.

Courses in English

All courses in our English department are held in English. Additionally, during the second semester, there is a wide range of other courses taught in English.

First semester:

English department (Literature, Linguistics, Area Studies, TESL)

Second semester:

English department (Literature, Linguistics, Area Studies, TESL),
Intercultural Studies, Education, Teaching Methodologies

Please find our current course programme in English at www.ph-gmuend.de

→ International → International Exchange students

Especially for Early Childhood Education students

Our Early Childhood Education department is offering a 30 ECTS programme “*Exploring the World: Play, Culture, and Family in Early Childhood Education*” which is taught in English (second semester only). A complete course schedule of this programme can be found at www.ph-gmuend.de → International → International Exchange students

German Cultural Studies

We offer a course “*German Cultural Studies*” for all international students, which is taught in German (first semester) or English (second semester). This mandatory 3 ECTS course includes the orientation week at the beginning of the semester and lectures and a variety of cultural activities and field trips (at no extra costs!) during the semester.

German language courses

On-going courses at different levels during the semester free of charge (beginners level only second semester).

Practice teaching

Observation in nurseries and school classes of all age groups; opportunities to teach different subjects actively in grades 1 – 4 or 5 – 9/10; recommended language skills for actively teaching: C1.

Practice teaching in English is also possible, especially in secondary schools. For further information please contact the International Office.



5. Studying

5.1 Academic calendar

The academic year in Germany is divided into two semesters: the first (winter) term, lasting from October 1st to March 31st of the following year, and the second (summer) term, spanning from April 1st to September 30th. **Courses take place from the beginning of October to the beginning of February, and from the beginning of April to the end of July.**

5.2 Application deadlines for international exchange students

Students from our partner institutions (international exchange students), who will only spend one or two terms at Schwäbisch Gmünd and who do not wish to get a degree in Germany (e.g. ERASMUS+ students or participants in international exchange programmes), should contact us via their international coordinators.

The application deadline for the winter term is May 31, and November 30 for the summer term.

5.3 Application deadline for international degree seeking students

The application deadline for the winter term is July 15, and January 15 for the summer term. We advise international degree seeking students to hand in their application at least 6 weeks before this deadline. You will get an application form and further information about your application at the International Office.

5.4 Welcome events

Each term, introductory events are organized for first semester students before the official start of term in which all the necessary information and directions are given. The International Office organizes an excursion programme especially for foreign students throughout the whole semester. Veteran students and the Students' Union provide individual assistance and a welcoming programme to help you find your way around campus and (the pubs of) Schwäbisch Gmünd. They will help you make initial contacts and plans for a joint period of study at the University of Education.

5.5 Cafeteria

The Student Services of Ulm University runs a lunch counter and a cafeteria at the University of Education in Schwäbisch Gmünd, where you can get a very reasonably priced meal. Vegetarian dishes, snacks and salads are on offer in addition to warm meals. A nearby supermarket also provides a wide range of food and drinks.

5.6 Students with disabilities

The University of Education is wheelchair accessible: there are ramps everywhere, as well as lifts and toilets for students with handicaps. If you have any other special needs or require assistance, don't hesitate to contact the Admissions Office. With the help of the university's technical director we will do everything possible to enable you to take up your studies at the PH.

5.7 Accommodation



The dormitory with 278 rooms is associated with the PH Schwäbisch Gmünd. It is situated at Neißestraße 20, Oberbettringen, in close proximity to the university (about a 10 minute walk). The rooms are furnished with a bed, clothes cupboard, bookshelves, desk, and chair. There are fully-equipped shared kitchens on each floor – even with a TV set; laundry facilities and a sauna are on the ground floor. There is internet access in each room.

More information:

http://www.uni-ulm.de/uni/studentenwerk/wohnen/wohnhaus_gd.htm

For participants in international exchange programmes, it is part of the service offered by the International Office to organize the reservation of rooms in the dormitory for them.

5.8 Health insurance

General information

Health insurance is compulsory in Germany. In particular, all students need to offer proof of health insurance valid in Germany in order to be enrolled at the PH. In addition, health insurance coverage needs to be demonstrated to obtain a residence permit.

All students and staff are covered by an accident insurance by the PH for incidents occurring on campus or on the direct way to and from the PH premises.

Initial coverage

If you plan to take out health insurance in Germany, please keep in mind that it will take a few days to receive valid coverage. Therefore, students and guests from all countries outside the EU and those with a social security agreement should purchase a travel health insurance that covers medical treatment for the initial days in Germany.

EU exchange students

Germany holds social security agreements including a health insurance clause with all EU members. Exchange students will be covered during their stay in Germany by the health insurance in their home country under the condition that they remain enrolled at their home university for their study abroad period in Germany (usually limited to 2 semesters). Please contact your home insurance company to find out whether you will have coverage during your stay in Germany. If so, you will receive the EHIC (European Health Insurance Card) providing your insurance status.

Students from Turkey

Germany maintains a social security agreement with Turkey (Türk-Alman Sosyal Güvenlik Sözleşmesi). However, not all insurance companies in Turkey are partners. Therefore, please contact your insurance company and ask them to issue a T/A 11 certificate. With this certificate you are entitled to receive urgent medical treatment (not for preventive medical care though).

Students from non EU countries

You need to be insured while studying in Germany. Travel insurance policies cannot be accepted by the university. Public health insurance is able to provide coverage as soon as you are enrolled at the university. The monthly costs amount to approximately 90 – 95 €.

Public versus private health insurance

You should take into consideration that with private insurance you will always have to pay for your medical expenses yourself first before you can submit the bills to your insurance company for reimbursement. Usually, any pre-existing medical conditions are not covered.

Some private insurance companies offer special packages for exchange students and guest researchers at low monthly rates. The rates will rise considerably, however, for longer periods.

Please note: once you have been exempted from public insurance in Germany, you cannot revert back! That is, when you decide to stay in Germany after your semester abroad, you cannot simply change your insurance to public, but must take out private insurance.

Please contact us IN TIME, if you do not know how to insure yourself. We will assist you in finding the appropriate coverage you will need while studying at the PH.

5.9 Budget

There are no tuition fees for international exchange students, nonetheless you should make timely plans for the financing of your studies in Germany, as you won't have time for a job while studying. The cost of living is, of course, dependent on your personal needs, you should expect to spend 600 – 700 € per month. Furthermore, a contribution of 65 € has to be paid per term to the Student Services (Cafeteria, Student Hall, Sports, etc.).

International degree seeking students from non-EU countries, however, have to pay tuition fees of 1,500 € per semester.



6. Student life

6.1 Living in Schwäbisch Gmünd



Schwäbisch Gmünd is an old Staufer town with a long tradition: as early as 1100 Gmünd was established as a market place under the first Staufer Dukes, and by 1162 was officially designated as a town. Since the Middle Ages, trade and industry have been flourishing, and in more recent times Gmünd has become famous through its excellent gold and silver smithing that has given the town a prestige. The importance of these arts and crafts can still be seen today. In the first half of the 20th century various other industries, such as spectacle production, have settled here in addition to the precious metal industry.

Today, Schwäbisch Gmünd totals a population of about 60,000 people, but constitutes, despite its size, an important educational centre in East Württemberg. Gmünd houses four of the six institutions of higher education in the region, in addition to several academies and research institutes, and last but not least 50 schools with pupils from all over the world.

The town's regular various cultural programmes are very colourful – you can be sure to find something to match your taste. Don't miss the European Festival of Church Music. Every summer, renowned musicians from all over the world perform in historical halls and turn the whole town into a magnificent concert hall. You can check what's going on in Schwäbisch Gmünd on the town's website www.schwaebisch-gmuend.de.

Schwäbisch Gmünd offers plenty of leisure activities. In summer, the beautiful open-air pool and some nearby reservoirs invite you to a refreshing swim. Hikers and climbers will find attractive spots and routes around the Rosenstein range. Biking or inline-skating in and around Gmünd is no problem. There is no shortage of opportunities for sports enthusiasts.

A number of attractive cultural events for young people are on offer: every year there are open-air concerts, parties organized by the School of Design that are considered legendary, as well as the frequent festivities at the University of Education. The Gmünd Town Festival and other town festivals nearby have their special flair and are always worth a visit.

In Gmünd, a number of pubs and cafes offer a relaxing and pleasant atmosphere. We would recommend that you discover your favourite pub on your own on an evening stroll through the historical lanes of Gmünd.

The urban life of Stuttgart, the capital of South-West Germany, with its 600,000 inhabitants, museums, theatres, arenas, shopping facilities and famous companies such as Daimler or Porsche is only 40 minutes away by train.

Southern Germany offers wonderful sights: Old university towns like Heidelberg, Tübingen or Freiburg, the Romantic Road with Augsburg and Rothenburg, and cities like Munich and Frankfurt are close enough for a one-day trip or a weekend excursion. Even the Alps or neighbouring France with Strasbourg are not more than 3 hours away. The International Office can give you lots of ideas for excursions and help you organize them.

6.2 Students' Union

At the PH, the AStA – Allgemeiner Studierenden Ausschuss – (the Students' Union) is of particular service for students. It is a team of highly involved students who are in charge of social and study-related affairs, organising super fêtes, cool first term student parties, literature readings, children's theatre, movie nights – nearly everything that keeps the social life at the university alive. The AStA also advises students that have both minor and major problems, like timetable planning or studying as a single parent, among many other things. Last but not least, there is the Matrikü(h)l – a self-administrated student cafe where one can meet lots of nice people.

6.3 University sports

All students, as well as members of staff, are welcome to take part in university sports events. This is your opportunity to keep fit and practice your favourite sports under the professional guidance of a sports teacher.

Volleyball, basketball, badminton and gymnastics courses have been particularly popular over the last few years. The current courses offered during the term are listed on the university calendar.

6.4 The university choir and orchestra

For those musically inclined, the University of Education Schwäbisch Gmünd is an excellent prospect: you may join the university choir or the orchestra, and there are numerous other opportunities to join a group, be it a chamber music ensemble or the jazz band. Music of all periods is played and new members are always welcome. One special event you shouldn't miss is the "Hausmusikabend", an in-house musical soiree, organized each term by students of the music department and performed in the beautifully decorated old festival hall, where students give a sample of their term's work and a demonstration of their musical skills. These are no ordinary auditions or concerts, though. The colourful and wittily presented programme is a demonstration of how cheerful and diverse studying at the PH can be.

6.5 Protestant and catholic student parishes

Both the protestant and the catholic student parishes offer personal talks and counselling, and form a platform for people to meet and “recharge their batteries”. Each term a programme of events is offered, ranging from lectures to social events with talks of religious issues, literary topics, the world in general, etc. to events like “Sing & Pray”, and in-house evenings under the motto: Faith is socially acceptable.



7. Checklists

7. Checklists

Another country's bureaucracy may sometimes remind you of a jungle. The following checklists will help you find your way through it.

7.1 What to do before you come / what to bring along

Make sure you have ...

- proof of health insurance
- chosen the classes you want to attend at the PH
- your Learning Agreement signed by your home university
- sufficient money or access to cash (bank card, credit card)
- 3 biometric passport pictures
- informed the International Office when exactly you will arrive (only for exchange students)

7.2 On your arrival

For international exchange students, the International Office will be of assistance to you in all of below mentioned matters – but, of course, other international students are welcome as well.

- Report to the International Office first thing
- Register with the Residents' Registration Office
- Check with the staff of the student hall of residence to agree as to when you can move into your room
- Enrol at the University of Education Schwäbisch Gmünd
- Take out a health insurance policy
- Open a bank account
- Get your e-mail account

7.3 Checklist before departure

- Make sure you have had all grades entered in your course record booklet by your lecturers and picked up your Transcript of Records from the ECTS-coordinator
- Return all borrowed books to the library
- Give notice of your change of address at the Residents' Registration Office
- Cancel your bank account
- Check with the staff of the student hall of residence to return all keys

8. Contacts

8.1 Postal address of the University of Education

Pädagogische Hochschule Schwäbisch Gmünd
Oberbettringer Straße 200
D - 73525 Schwäbisch Gmünd
Deutschland

Phone	+ 49 7171 983-0
Telefax	+ 49 7171 983-212
E-Mail	info@ph-gmuend.de
Internet	http://www.ph-gmuend.de

The Department of Music is in the former downtown campus building.

Lessingstraße 7, 73525 Schwäbisch Gmünd

Phone	+ 49 7171 602-0
Telefax	+ 49 7171 602-646

8.2 International Office

The International Office is your main and most important contact at our institution for every organisational issue you may have. We're here to take care of your problems and questions, please don't hesitate to contact us.

Dr. Monika Becker is the Head of the International Office:

Phone	+ 49 7171 983-225
E-Mail	monika.becker@ph-gmuend.de
Room	A 116 (Institute building A, 1 st floor)

For any practical questions (accommodation, bank account, registration, etc.)

Lesia Kimmel will help you:

Phone	+ 49 7171 983-486
E-Mail	lesia.kimmel@ph-gmuend.de
Room	A 016 (Institute building A, ground floor)

You may also contact us for general questions concerning your studies and the acceptance of course work and study qualifications gained within the framework of ECTS (European Credit Transfer System).

8.3 Registration / Admissions Office (Studierendensekretariat)

The Admissions Office is in charge of your enrolment/registration (Immatrikulation) and will give you general information about studying at the University of Education Schwäbisch Gmünd.

Office Hours

Monday – Friday	9.30 – 11.30 am
Thursday	1.30 – 3.00 pm

Contact Address

Phone	+ 49 7171 983-213
E-Mail	ssek1@ph-gmuend.de
Room	A 020 (Institute Building A, ground floor)

8.4 Students' Union (AStA)

The students' union representatives are in charge of the social and academic advice of students. They are, in particular, your contact people for any of your intellectual, musical, artistic or sports interests.

Office Hours

during term		term holidays	
Monday – Tuesday	9.00 am – 11.00 am	Monday – Thursday	9.00 – 12.00 noon
Wednesday – Thursday	11.00 am – 1.00 pm		

Contact Address

Phone	+ 49 (0)7171 / 983-313
E-Mail	asta@ph-gmuend.de
Room	A 017 (Institute Building A, ground floor)

8.5 Library

An up-to-date internet-based library system has been installed at the PH Schwäbisch Gmünd. It enables you to complete literature searches, check your user account, reserve books and extend loans with any computer that has access to the internet.

Library Issue Desk Hours

Monday, Wednesday and Thursday	9.30 am – 5.30 pm
Tuesday	9.30 am – 6.30 pm
Friday	9.30 am – 4.30 pm

Reading Rooms Opening Hours

Monday – Friday 8.30 am – 6.30 pm

Contact Address

Phone + 49 7171 983-340
E-Mail bibliothek@ph-gmuend.de
Internet <http://bibliothek.ph-gmuend.de>

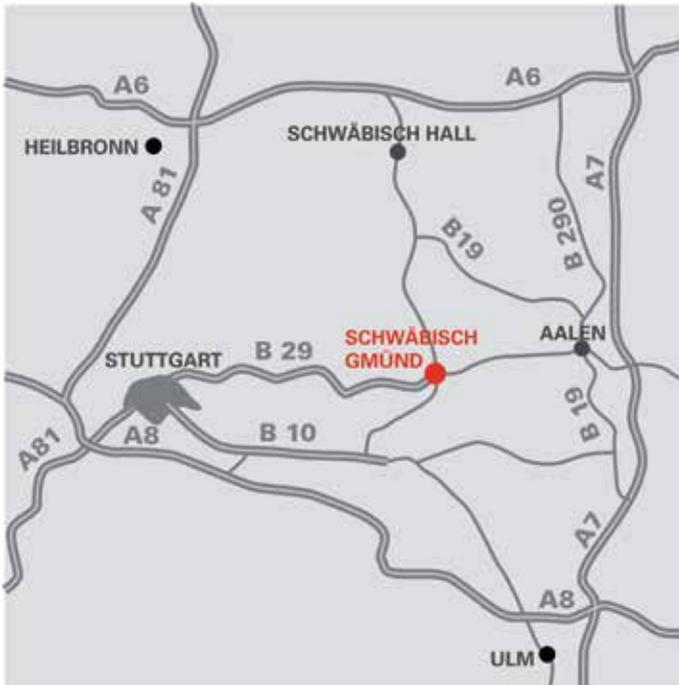
During semester break there are different opening hours. Please check the library notice board.

9. Location and traffic connections

Map of Germany



Map of the Schwäbisch Gmünd area



How to get to Schwäbisch Gmünd

Traffic connections

By plane

The nearest airport is Stuttgart. There is a subway terminal right at the airport that takes you to the Stuttgart Central Station (Hauptbahnhof). From there you can take a train to Schwäbisch Gmünd (see below). If you travel to Germany by bus, you will arrive at the Stuttgart Central Station as well.

By rail & bus

Schwäbisch Gmünd has a direct train connection from Stuttgart Central Station. Express trains and regional trains run between Stuttgart and Aalen at least once an hour. Regional trains (RE) take 40 minutes, the – more expensive – InterCity trains (IC) take 30 minutes. Aalen is 20 minutes away by train.

At Schwäbisch Gmünd there is a direct local bus line (Nr. 1, direction Heubach or Oberberringen/Nordwest) that takes you from Gmünd Station to the University of Education (stop: PH / Berufsschulzentrum or BSZ / PH Heidenheimer Str.). Travelling time about 10 minutes.

By car

A – Drive east from the centre of Stuttgart on B-road B 29 direction Aalen and when at Schwäbisch Gmünd follow the white signs for Pädagogische Hochschule. Driving time: 40 minutes.

B – Drive to Stuttgart on the motorway A 8, take exit Wendlingen / Plochingen Dreieck (B 313), drive direction Göppingen on B 10 and follow B 298 from Lorch to Schwäbisch Gmünd.

C – Take motorway A 7 (Ulm – Würzburg), take exit Aalen-Westhausen, follow B 29 to Aalen and then on to Schwäbisch Gmünd.



Imprint

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