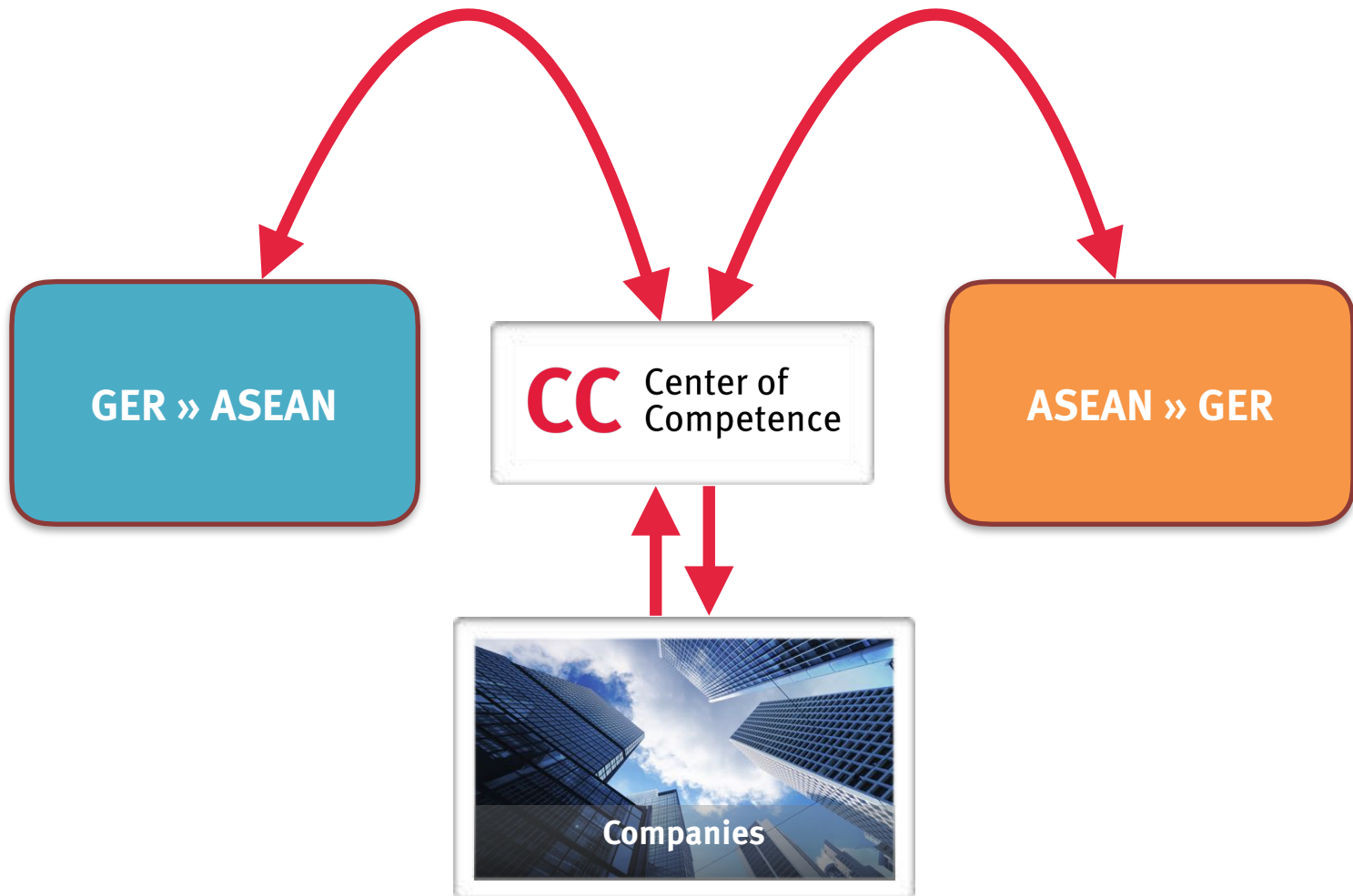








Online-Services

Studiengänge

Studienberatung

Center of Competence

Aktuelles

Career Services

Programm

CareerWelcomeDay

CareerContacts

Berufswahltag

Jobwall

Stellenbörsen

Auslandspraktikum

ASEM WPP

Crossing Borders

Partner

Studienpenden & Medien

ASEM WPP

ASEM Work Placement Programme (ASEM WPP)

The aim of the ASEM Work Placement Programme is to establish, promote and sustain the mutual exchange of interns and to foster the mutual work placement of students in businesses. The target is to unlock and expand existing University-Business-Networks (UBNs) between Europe and Asia as well as between higher education institutions (HEI) and the business world.

- For Outgoing Interns from Germany to Asia
- For Incoming Interns from Asia to Germany
- For Companies



Online-Services

Studiengänge

Studienberatung

Center of Competence

Aktuelles

Career Services

Programme

CareerWelcomeDay

CareerContacts

Berufswahltag

Jobwall

Stellenbörsen

Auslandspraktikum

ASEAN WPP

Crossing Borders

Partner

Studienpendler & Medien

Incoming

For Incoming Interns from Asia to Europe

For incoming interns the WPP provides certain services:

Point of Entry (contacts to the German UBN) ▼

Application Procedure ▼

Checking of Documents ▼

ZAV - International Placement Service of the Federal Employment Agency ▼

Minimum Wage at Internship ▼

Duration ▼

The Housing Situation in Germany ▼

Visa ▼

Living in Germany ▼

Kontakt

Martina Link

Career Services

Sprechzeiten:

Mo - Do 9 - 12 Uhr,

Di & Do 13 - 15 Uhr

F 314

Moltkestr. 30

76133 Karlsruhe

Tel. 0721 925-2501

Fax 0721 925-2504

Martina.Link[at]hs-karlsruhe.de

- Anfahrtsplan

Online-Services

Studiengänge

Studienberatung

Center of Competence

Aktuelles

Career Services

Programme

CareerWelcomeBlog

CareerContacts

Berufseinstieg

Jobpost

Stellenbörsen

Auslandspraktikum

ASEM WPP

Crossing Borders

Partner

Studienpublikationen & Medien

Gründen

Studium Generale

KOOR

Alumni Services

Über uns

Einrichtungen und Servicestellen

Studienablauf

Campusleben

For Incoming Interns from Asia to Europe

For incoming interns the WPP provides certain services:

Point of Entry (contacts to the German UBN) ▲

The coordinator of the ASEM WPP provides contacts to companies in the German UBN for an internship in certain areas of study. The ASEM WPP is supporting the students that way in their search for an internship in Germany.

The UBN project coordinator at Karlsruhe University of Applied Sciences provides a databank with companies that already employed international interns in applied sciences.

Information for incoming students and international host organizations

The Karlsruhe University of Applied Sciences is providing a >>> Jobpost for incoming students and companies. Companies are usually placing internship offers in this medium or on other websites.

Like:

- >>> Absolventa
- >>> AIESEC
- >>> Akademiker online
- >>> BA - Bundesagentur für Arbeit
- >>> BeckinJob
- >>> BIGRed online
- >>> Careerjet
- >>> Cesar
- >>> eUml
- >>> GoJobware
- >>> Job Scout 24

Kontakt

Martina Link

Career Services

Sprechzeiten:

Mo - Do 9 - 12 Uhr,

Di & Do 13 - 15 Uhr

F 314

Moltkestr. 30

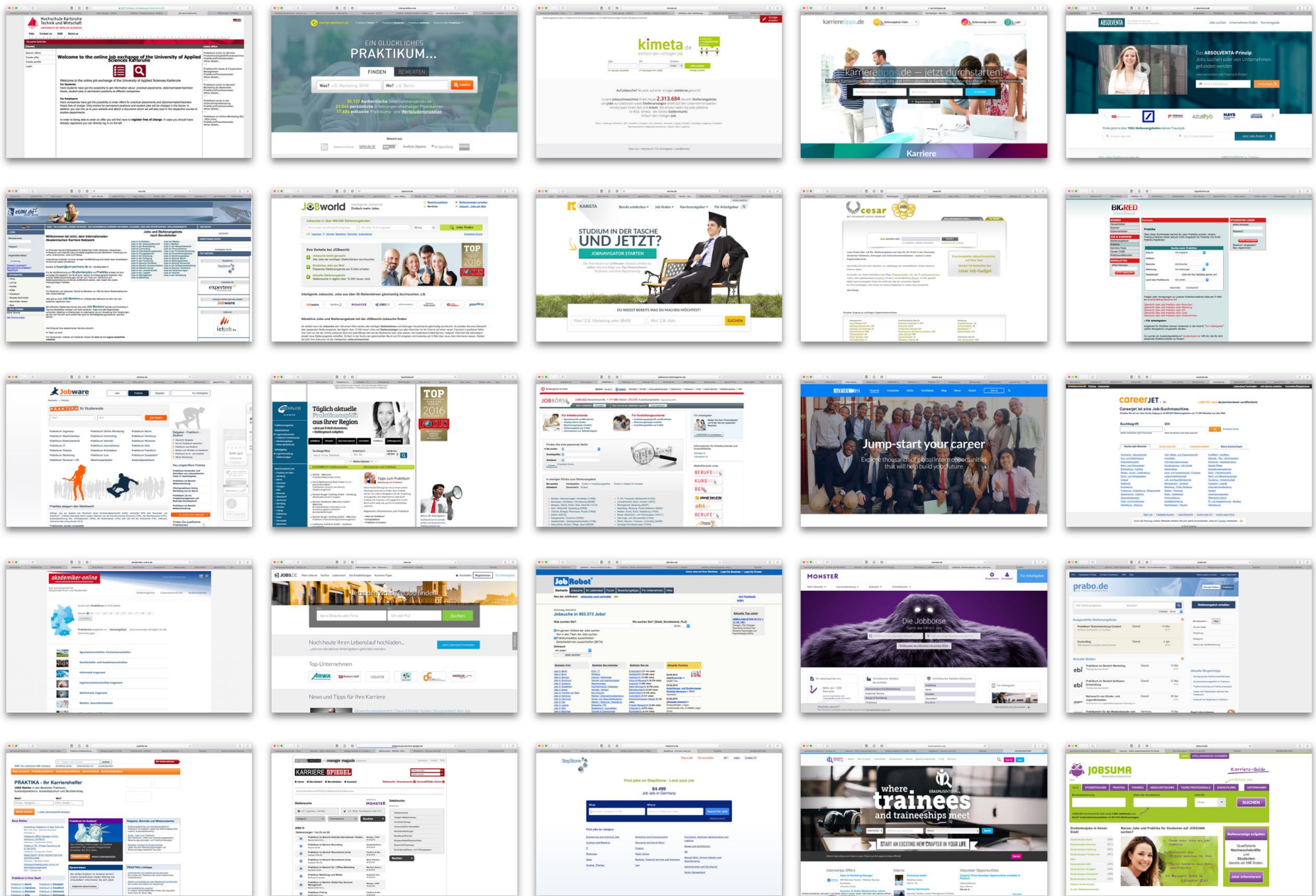
76133 Karlsruhe

Tel. 0721 925-2501

Fax 0721 925-2504

Martina.Link[at]hs-karlsruhe.de

= Anfahrtsplan



REINER

Kübler



AMETEK
PRECISION MOTION CONTROL



PHILIPS

B/S/H/



DIEHL

hansgrohe

**HEIDELBERG
ENGINEERING**

DEUMA

MAQUET
GETINGE GROUP

PTV GROUP
the mind of movement



BOSCH

SAP

FFT



Kaufland

MARQUARDT



MOTION

Valeo

burkert
FLUID CONTROL SYSTEMS

EKATO

MVV Energie

LUK

MAHLE

PERI

Piixemto

thermofin
heat exchangers - GERMANY



WATLOW
Powered by Possibility

DAIMLER



BOSCH

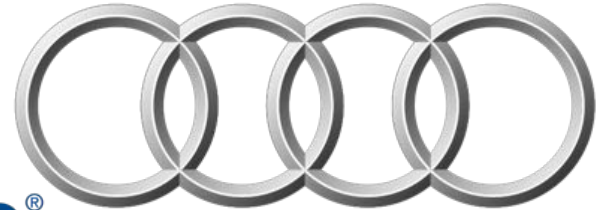


SEW
EURODRIVE



KÄRCHER

LIEBHERR



TRUMPF



Rolls-Royce®

ABB



MICHELIN

JOHN DEERE

Online-Services

Studiengänge

Studienberatung

Center of Competence

Aktuelles

Career Services

Programme

CareerWelcomeTag

CareerContacts

Berufsmessung

Jobwell

Stellenbörsen

Auslandspraktikum

ASEM WPP

Crossing Borders

Partner

Studentenpendler & Medien

Gründen

Studium Generale

KOOR

Alumni Services

Über uns

Einrichtungen und
Servicestellen

Studienablauf

Campusleben

For Incoming Interns from Asia to Europe

For incoming interns the WPP provides certain services:

Point of Entry (contacts to the German UBN) ▼

Application Procedure ▲

Interns from Asia should start to search for an internship in Germany 6 to 7 month before the intended start of the internship.

In some regions of Germany housing as well should be planned approximately 6 months in advance or as soon as possible (in the south of Germany this issue is more urgent than in the north, more urgent in urban areas than in rural districts).

Applying for an internship

Students interested in internships should establish contact with the company beforehand. A quick call to the technical or human resources department can be helpful before applying.

The contact lets the students clarify a couple of important questions: Where will the intern be working? How is the application process structured? What should the intern expect? This helps students to design a more targeted application folder.

Following the >>> DAAD recommendation the application folder has to include:

- A cover letter to a specific contact;
- A clear and compelling CV;
- Records of schooling and studies (transcript of records);
- Work references;
- Work samples;
- Letters of recommendation.

Checking of Documents ▼

ZAV - International Placement Service of the Federal Employment Agency ▼

Minimum Wage at Internship ▼

Kontakt

Martina Link

Career Services

Sprechzeiten:

Mo - Do 9 - 12 Uhr,

Di & Do 13 - 15 Uhr

F 314

Moltkestr. 30

76133 Karlsruhe

Tel. 0721 925-2501

Fax 0721 925-2504

Martina.Link[at]hs-karlsruhe.de

> Anfahrtsplan



Martina Link

F3 I 4

martina.link@hs-karlsruhe.de

0721-925 2501

hours, it has to be specified, that the working hours are equal to a full-time employment for interns.

In voluntary placements interns have to be treated like regular employees regarding the holiday entitlement. Law prescribes the holiday entitlement.

If monthly salary is less than 670 € gross, please fill out the [formal obligation](#). The formal obligation has to be completed by a third person, not the employer.

Minimum Wage at Internship ▲

Since January 2015 companies in Germany have to pay with at least a minimum wage of 8,50 € per hour. No minimum wages are paid in case of some exceptions.

Exceptions are:

- Compulsory internships due to the curriculum;
- Voluntary work placements of students with a maximum duration of three month parallel to a study program;
- Working on a thesis project is not defined as internship. Though if the thesis is necessary due to the curriculum, an exception from minimum wage is possible.

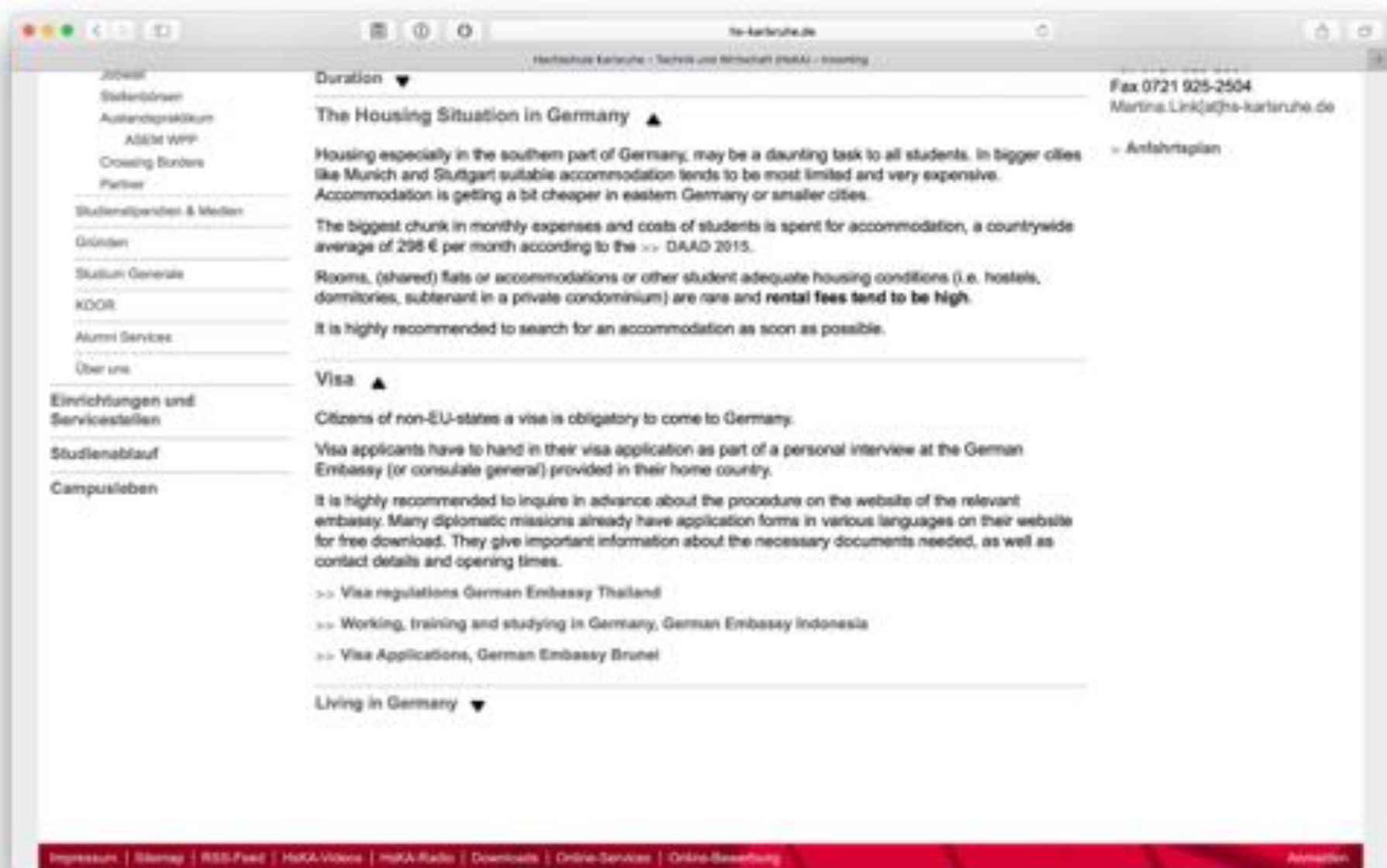
Not all notices on internships include information on the salary. Sometimes longer internships are provided (full-time up to a year). In these cases Karlsruhe University of Applied Sciences cares to organize the internship accordingly the current legal situation: The minimum wage is to be paid even for internships.

Duration ▼

The Housing Situation in Germany ▼

Visa ▼

Living in Germany ▼

[Zuhause](#)[Studienberatung](#)[Auslandspersonen](#)[ASST WPP](#)[Crossing Borders](#)[Partner](#)[Studienangebote & Medien](#)[Gründen](#)[Studium Generale](#)[KOOR](#)[Alumni Services](#)[Über uns](#)[Einrichtungen und
Servicestellen](#)[Studienablauf](#)[Campusleben](#)[Duration ▼](#)

The Housing Situation in Germany ▲

Housing especially in the southern part of Germany, may be a daunting task to all students. In bigger cities like Munich and Stuttgart suitable accommodation tends to be most limited and very expensive. Accommodation is getting a bit cheaper in eastern Germany or smaller cities.

The biggest chunk in monthly expenses and costs of students is spent for accommodation, a countrywide average of 298 € per month according to the >> DAAD 2015.

Rooms, (shared) flats or accommodations or other student adequate housing conditions (i.e. hostels, dormitories, subtenant in a private condominium) are rare and **rental fees tend to be high**.

It is highly recommended to search for an accommodation as soon as possible.

Visa ▲

Citizens of non-EU-states a visa is obligatory to come to Germany.

Visa applicants have to hand in their visa application as part of a personal interview at the German Embassy (or consulate general) provided in their home country.

It is highly recommended to inquire in advance about the procedure on the website of the relevant embassy. Many diplomatic missions already have application forms in various languages on their website for free download. They give important information about the necessary documents needed, as well as contact details and opening times.

>> Visa regulations German Embassy Thailand

>> Working, training and studying in Germany, German Embassy Indonesia

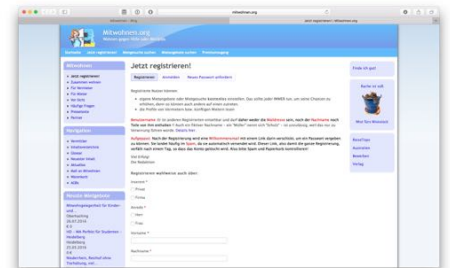
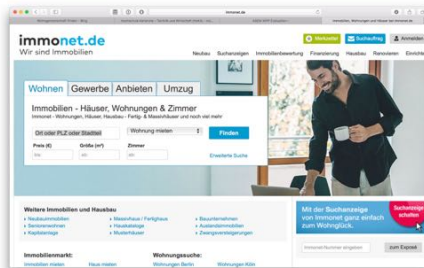
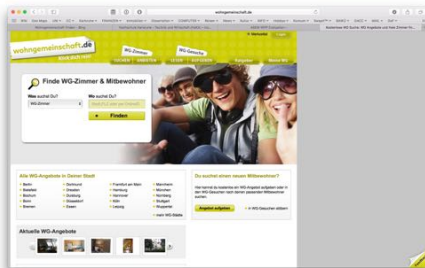
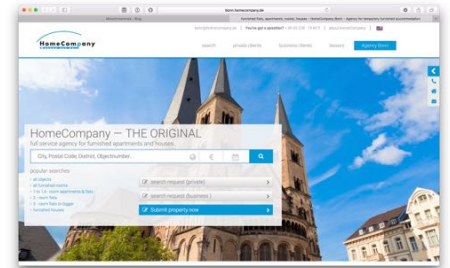
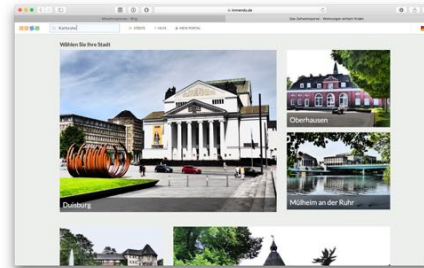
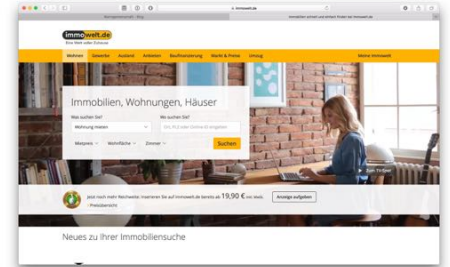
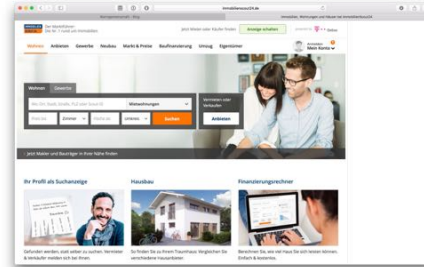
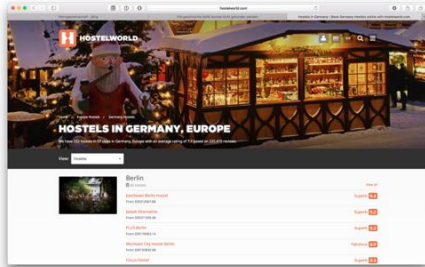
>> Visa Applications, German Embassy Brunei

[Living in Germany ▼](#)

Fax 0721 925-2504

Martina.Link(a)hs-karlsruhe.de

> Anfahrtsplan



Lowering Risks

Partner

Walter Dill Scott, B.A., M.A.

Abstract

Statistical Analysis

© 2004 Blackwell Publishing Ltd

Abstract

Other users

Einrichtungen und Servicestellen

Methodological issues

Caecum is both a

1998

Living in Germany •

The --- DAAD helps students from abroad with general information. Tips for every day are relevant to interns as well.

Information about a student's needs of living may be useful for interns. You

Interna will be accepted from companies throughout Germany. The --- DAAD and --- Karlsruhe University of Applied Sciences provide information about Germany for international students.

Local information about any other city is available at least in German language on the web.

Anyone wanting to live, study or work in Germany needs at least health insurance. Without this you won't be able to apply for an internship.

Implications

Students should ask their insurance provider, if their main insurances apply abroad. Depending on country and duration of the internship special conditions are valid. For an internship in the ASEM WFP in Germany certain insurances are mandatory.

Accident and Health Insurance

Holding a valid health insurance is mandatory while working in Germany. Getting an additional foreign health insurance is highly recommended.

The intern should ask beforehand, if he or she is getting an accident and casualty insurance provided by the enterprise for their internship. Getting a private accident insurance is highly recommended.

The difference between a (mandatory) health insurance and an accident insurance is, that while the health insurance cares for first medical treatment, only the accidental insurance pays for consequential damages to your health. An accident insurance is indispensable. Please take care, that your insurance is not a travel insurance for you will need insurance protection for the whole duration of your internship at your workplace.

1. Industry background

Interns are not in all cases insured with the employer's liability insurance at their workplace. If the company does not provide a liability insurance, it is highly recommended, that the intern should get a liability insurance. Liability insurances pay for damages caused by the intern. Take into account that pure private liability insurances will not pay for damages caused at the workplace! Please talk about this with your insurance company!

CMS as an Insurance Provider for International Intercity

The ... DAAO is offering for a monthly fee of 32,00 € a combined insurance package. The insurance can only be taken out by students, who either complete a compulsory internship in line with their study regulations (enrollment at a higher education establishment) and/or by students, who are placed or funded by the DAAO or one of its partner organisations, for the duration of a voluntary internship.



ASEM WPP Evaluation

Dear participants of this online questionnaire,

we, the Center of Competence of the Karlsruhe University of Applied Sciences, are evaluating with the following questionnaire the quality of the ASEM Work Placement Programme (ASEM WPP) and try to improve the programme.

The following questionnaire elevates in a target group oriented manner the expectations, requirements and needs that are relevant for a successful and satisfactory international work placement.

The results will be used accordingly to improve the ASEM WPP after the pilot phase for all groups involved. The programme should be as attractive and satisfactory for all participants as possible. The evaluation selectively addresses interns from Asia and Europe as well as the receiving organisations (RO), i.e. companies and enterprises in Asia and Europe.

Please calculate with round about 15-20 minutes of your time to fill in your answers. Interns may take a longer time as the mentors of the ROs.

For the interns supported by the ASEM WPP in doing their internship abroad the filling in of the questionnaire is mandatory.

For the mentors of the interns at the ROs the questionnaire provides a chance to contribute to the quality management of the ASEM WPP.

Thank you very much for your participation!