

- Contact your chosen university for information on courses offered. Select the courses which are, in your view, relevant to your field of study and in which you expect to achieve the 20 credit points required in Module 7. You should obtain as much information on the individual courses as possible, such as credit points, contents and course schedule as well as examination and study achievements.
- **After that**, contact your academic advisor, [Elisabeth Sommerlad](#), and give details on when and where you would like to spend your exchange semester. Please enclose an informal list of the courses (including all relevant information) you plan to attend.
- Provided the academic advisor agrees to your selected courses, you will receive written consent by e-mail that the courses are suitable to be recognised for Module 7.
- By the end of your exchange semester, please obtain from your chosen university a formal proof accrediting the successful completion of your courses. Submit the proof and the above-mentioned consent to your academic advisor. Provided all required courses have been successfully completed, you will receive written acknowledgement and recognition of the courses for Module 7.

The academic advisor informs the students office at the Institute of Geography on your successful exchange semester, and Module 7 is confirmed as “passed” in the electronic system *JOGU-St/Ne*.