



### **How is the study abroad semester managed in terms of credit transfers?**

We at ZSEM encourage our students to spend a semester or a year abroad, conscious of the great benefits that these programs bring to the students. Despite this, International mobility is not compulsory in our programs of studies.

As a result of many years of experience in international student mobility, we know that it is not always easy to find the same courses abroad and the same number of credits. For this reason, we are flexible in the way of recognition of the courses.

During the process of preparation for study abroad, we give to our students the list of courses that our partners will offer, we especially give them the list of courses in English language, but sometimes in other languages, if the students have enough knowledge to follow and approve them successfully. If for any reason, we don't have that updated information, we ask to our students to search in the websites of our partners or to ask to our partners to give them this information.

The students, with the advice of their Academic coordinators, chose the courses that they are planning to take during their staying abroad. They fill the so called "Learning agreement". In this document, the students list the names of the courses that they decide to take abroad. In the right side of the courses names, there is another column with the number of ECTS or US College credits. The coordinators express in writing form, the way that those courses will be recognized after students will approve them: as core courses or as elective courses.

The document must be signed by the academic coordinator, the student and the International office.



The conversion used by ZSEM between ECTS and US College Credit is the following:

1 ECTS = 0.6 US Credit Hour

2 ECTS = 1.2 US Credit Hour

3 ECTS = 1.8 US Credit Hours

4 ECTS = 2.4 US Credit Hours

5 ECTS = 3 US Credit Hours

1 US Credit Hour = 1.67 ECTS

2 US Credit Hours = 3.34 ECTS

3 US Credit Hours = 5 ECTS

This information is sometimes asked by our partners, when they want to send students to ZSEM.

The Undergraduate program at ZSEM has 240 ECTS and the Master program 60 ECTS. When the transcripts of records are delivered, the maximum number of ECTS can't be exceeded of the mentioned numbers. If by chance, some student has taken more elective courses abroad than the ones provided in the students programs, the extra credits are registered in the Diploma supplement but never in the Transcript of records.

Students are allowed to refuse a grade received with the partner University and to present the exam at ZSEM if he/she decides it.



The students don't pay extra fees if they take more ECTS abroad than the expected by their programs.

It is compulsory for our students to take a minimum of 18 ECTS if they want to get Erasmus+ financial support when going abroad. Usually it is advised to take four to five courses by semester. But this advice could be different based of the rules of the partner institutions.

When students go to exchange during the 2nd or 3rd year of the bachelor studies, they need to chose similar courses to the ones in their programs. At least 70% of the content should be similar to the courses at ZSEM, if student wants that it will be recognized as a compulsory course in the ZSEM program.

Students in the four year can choose any courses related with economics and management that haven't approved previously. If student gets approved notes in a minimum of 30 ECTS, all the courses are recognized at ZSEM even if they are not similar to the ones offered in their regular programs. If by the contrary, the student approves less than 30 ECTS, he/she will follow the same process of recognition of courses as students in the second or third years of studies.

Students going to exchange can take courses offered during the summers schools at ZSEM, previous or after their international exchange to approve some courses that are not offered by the partner institution, and are compulsory at ZSEM.