

## **Guidelines for AU Summer University courses at the Department of Communication and Culture**

### **The objective of AU Summer University courses at the School of Communication and Culture:**

- Attracting international students
- Marketing Master's degree programmes in English for international students
- Strengthening the students' progress toward degree
- Internationalisation at home

### **The framework for AU Summer University courses at the School of Communication and Culture:**

- Each year in April, the school invites proposals for Summer University courses. These proposals are coordinated by the director of studies and then submitted to the School of Communication and Culture's board of studies for approval.
- Prerequisite for creating Summer University courses: A minimum of 20 approved ('relatively safe') applicants after the first round of applications (before the last round of applications (unfilled places))
- Student workload per 10 ECTS course: Approx. 280 working hours
- Course period per 10 ECTS course: Usually two or three weeks
- Number of lessons per 10 ECTS course: 52 teaching hours (corresponding to the prescribed period of study on a internalisation elective):
  - The teacher is expected to initiate independent academic activities before the Summer University course begins in order to reach a total student workload (including exam) of approx. 280 working hours.
  - Any supervision of students is included in the prescribed number of working hours of the intensive course. Therefore, there is no separate remuneration.
- Exam:
  - A Summer University course must be offered in the form of an existing discipline in the academic regulations (typically an internationalisation elective), which means that the type of examination and the applicable rates are the same for the Summer University course.

- It should be possible to conduct the exam immediately following the conclusion of the course out of consideration for the international students. The type of examination should therefore support this consideration.
- Courses offered as an internationalisation elective must have a portfolio as type of examination.
- The language of instruction is generally English, as both Danish and international students must be able to participate in the course.
- Remuneration per lesson:
  - Members of academic staff (VIP):
    - VIP lessons per 10 ECTS course: 52 teaching hours x 4 = 208 hours (excluding exam)
    - Multiple teachers: The number of hours (208 hours) are divided among the teaching staff
  - Part-time academic staff (DVIP):
    - DVIP lessons per 10 ECTS course: 52 teaching hours x 3.5 = 182 hours (excluding exam) to the applicable pay rate for part-time lecturers
  - International Guest teaching staff  

Per 10 ECTS course: 8.500 EUR
- Any extraordinary expenses for special events, guest lectures, excursions, student assistants, coordinators etc. in connection with the course must be pre-approved by the director of studies. Therefore, an estimate of any extraordinary expenses must be enclosed with the submission of proposals for Summer University courses.
- Special information for international teaching staff:
  - Transportation: Paid transport (round trip)
  - Accommodation: Self-financed. Relevant links:
    - The Department of Mathematics: <http://math.au.dk/en/research/facilities/guest-housing/>
    - AU Housing: <http://www.au.dk/en/internationalcentre/auhousing/>
    - Furnished apartments:
      - <http://www.homelike.dk/da>
      - <http://downtownaarhus.dk/lejlighed-7-2-personer>
      - [http://www.cityguest.dk/page\\_1.php](http://www.cityguest.dk/page_1.php)