



Participation requirements for the accompanying program “International Young Professionals Academy (IYPA)”

1. Aim of this paper

The aim of this paper is to set out in writing the framework for the participation and successful completion of international students at Mainz University of Applied Sciences in the accompanying program “International Young Professionals Academy (IYPA)”. On this basis, both the students and the management of the study programs particularly relevant to the IYPA have clarity and know which conditions must be met in order to successfully complete the IYPA with a Certificate of Completion.

At the same time, successful completion of participation is a prerequisite for possible recognition of achievements in certain degree programs.

2. Short description of the accompanying program “IYPA”

The IYPA is an accompanying program that supports international full-time students during their studies and helps them with their transition and entry into the job market. Every year, it accepts 30 international full-time students who, alongside their studies, take part in courses and workshops that provide them with further qualifications within 4 semesters and guide them individually into the job market.

During this period, the IYPA focuses on three interrelated areas:

1. Study success: study-related language courses and courses on academic work as well as a peer-to-peer mentoring program support students individually.
2. Labor market qualification: CV checks, application training and the placement of internships, working student jobs and final theses prepare the participants for their first practical experience and support them in the process.
3. Entering the job market: Accompanying events such as company workshops, employer branding presentations, matching events and career fairs.

The program is geared towards the immediate needs of partner companies from the cooperative network and is therefore designed in particular for BA and MA students from the following areas:

- a. MINT area. Specifically: Civil Engineering, Applied Informatics, Geoinformatics and Information Systems.
- b. Business administration subjects. Specifically: Business Administration and International Business, as central partner companies and network partners have registered great demand in the coming years, especially in the areas of logistics and supply management.
- c. The Academy is to a small number also open to all subjects (approx. 5 places per year).



3. Overview of the participation requirements

- Participation in the IYPA is intended for four semesters.
- The prerequisite for participation in the IYPA is that students are on site at Mainz University of Applied Sciences for at least two semesters and participate in the measures on site.
- For internships, stays abroad or for final theses that are written as part of the work at a company, a "leave of absence" can be granted.
- If participation in the IYPA up to the completion of studies at Mainz University of Applied Sciences is only two or three semesters, a certificate of participation can be issued, provided that the student has participated in measures on a pro rata basis.

| Measure | Frequency of attendance | Details |
|---|--|--|
| German course with final exam* | each semester | <ul style="list-style-type: none"> - Offer of the IYPA - Offer of the Department of Languages (HS Mainz) - Offer from another provider by arrangement (proof required) - Completion of a portfolio examination at the IYPA |
| Peer-to-peer events (P2P) | at least 4 P2P | - Offer of the IYPA |
| Bewerbungsworkshopreihe der Agentur für Arbeit | one-time | - Proof of participation in at least two dates of the three-part workshop series |
| Career Events (CE) | at least 6 CE | <ul style="list-style-type: none"> - Offer of the IYPA offer (e.g. employer branding webinars, company visits, workshops/case studies, alumni talks) - Participation at the "Company Fair" of the School of Business = 1 CE (proof required) - Career event up to 2 hours in length = 1 CE - Career event lasting more than 2 hours = 2 CE |
| Optional | | |
| Future Skills Week – Offer of the "Kompetenzzentrum Lehre" (Competence Center for Teaching) Kooperation Selbstlernkompetenz (KoSeKo) – Selected offers from the student advisory service** | Participation replaces a maximum of 3 CE | <ul style="list-style-type: none"> - 1 offer up to two hours = 1 CE - 1 offer lasting more than 2 hours = 2 CE <p>The certificate of attendance is submitted to the IYPA.</p> |
| | | |

*Details see 4. German course requirements

**The offer changes every semester. The IYPA communicates the selected courses that will be acknowledged before the start of each semester.

Students also have the option of taking part in other voluntary courses that support and boost them in the three key areas. These vary and include, for example:

- Advice on all three areas of focus (entering the job market: CV check, job reference check, advice on finding an internship/job)
- Entering the job market: 1:1 interview training for preparing for job interviews or other interview situations in a professional context
- Entering the job market: application photo shoot



4. German course requirements

- Participation in at least one German course per semester
- German courses of the IYPA:
 - o Exam on the last day of the course (exception: "Scientific Writing & Presenting": Here the scientific argumentation is submitted.).
 - o Attendance of 70% (e.g. 7 out of 10 dates).

Attending a course at the IYPA is not compulsory. Further options (each with final examination):

- a. Taking a German course at the Language Department of Mainz University of Applied Sciences. Students inform us at the beginning of the semester whether this is the case and send their certificate of attendance to the IYPA at the end of the semester.
- b. Taking of a German course at another institution by arrangement. Students must inform us at the beginning of the semester whether this is the case. The IYPA confirms that this fulfills the requirement. Students send their certificate of attendance to the IYPA at the end of the semester.
- c. If no German course is attended during the lecture period, a portfolio of 6-7 pages (from B2) and 3-4 pages (A2 and B1) must be submitted at the end of the semester as well as a written and, if necessary, oral final examination. Students should contact the IYPA. The topic and conditions will be discussed individually.