



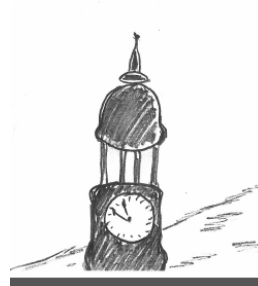
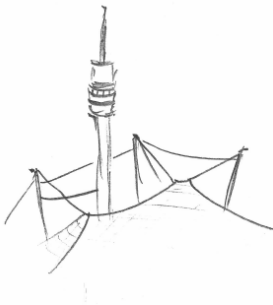
Award programme to promote the education of foreign pupils in the German language

International Award Programme (Internationales Preisträgerprogramm – IPP)

Information sheet

for participants applying to the programme

Updated: January 2018





The International Award Programme – Internationales Preisträgerprogramm

The Federal Foreign Office developed an award programme to promote education in the German language throughout the world and to honour foreign pupils for special achievements gained in the German language. We, the Pedagogic Exchange Service (Pädagogischer Austauschdienst) of the Conference of Ministers of Culture and Education (PAD), have coordinated this programme (the International Award Programme) since 1959. Every year, some 450 participants from around 90 countries are invited to Germany to participate in a four-week study visit.

We are delighted to inform you that you are one of the students from your country who have distinguished themselves through their particular achievements in German and good all-round education. You have therefore been selected to participate in a competition or another selection procedure to apply for the International Award Programme.

We would like to give you some important notes on the programme in this information sheet. Please read it carefully.



Broad outline of the International Award Programme

- You will spend a total of four weeks in the Federal Republic of Germany,
- of which two weeks will be spent living with a family with host siblings and attending a German school, where you will receive German lessons and sit in on the host siblings' lessons.
- As part of a mixed international group, you will spend a further two weeks visiting the cities of Bonn / Cologne, Berlin and Munich or Hamburg supervised by a team of tour guides. You will stay in hotels suitable for young people.
- During your stay you will visit, among other things, youth and sporting events, as well as museums and other cultural facilities, theatre performances and a university. This is to give you an idea of how we live in Germany.
- All items on the programme will be conducted in German.
- If you are selected for participation and the PAD has confirmed your participation, you will be invited to this study visit. This means that the (return) flights from your home country to Germany, your accommodation and food, as well as the programme in Germany, will be paid for. All you will need is money for your

own personal use to buy souvenirs or personal items, for example.

- You will be covered by medical insurance during your stay in Germany. Accident and liability insurance will also be taken out for you.



Conditions of participation

- Age at the start of the journey to Germany:
15 to 17 years

- Command of German:
Your command of the German language should be at least level B1 of the Common European Framework of Reference (CEFR) global scale for languages. You should also have had at least two years of German lessons at school.

This means you can understand the main points of a conversation or presentation at a museum/in lessons when clear, standard language is used and where it concerns things you are familiar with from areas you are accustomed to, such as your family, hobbies, recreational topics, school etc. You can express yourself simply and coherently on familiar topics and areas of personal interest. You can also talk about what is going on around you, what experiences you have had and describe your plans and views giving brief reasons and explanations.

- Intercultural and social competence:
It is important that you can integrate yourself in an international group as well as in the host family. This means that you are willing to adapt your behaviour according to the general welfare of the group. The international group brings together young people from different religious, social and political backgrounds.

A successful stay also involves participating actively in the lessons at the host school. Additionally, we expect you to be receptive to new situations and customs, traditions and meals that were previously unknown to you, and to be prepared to engage with them. To this end, it is sometimes necessary to make compromises.

- Travel arrangements to Germany

You cannot make any changes to the itinerary and/or to the duration of your stay for private reasons, e.g. visits to relatives living in Germany are not permitted.

You have to board the flight as stated in your documents from the PAD. No changes or transfers may be undertaken as this could otherwise lead to the flight and the entire trip being cancelled. In the event that you miss the flight to Germany through your own fault, you might also forfeit your claim to the scholarship. You may not arrange a subsequent trip without the permission of the PAD. Please make sure that you have your passport, your visa and all other travel documents with you and that you arrive at the airport on time.

Your stay in Germany or in Europe cannot be reduced, extended or interrupted for private purposes. The declaration of consent signed by your parents states that you will return directly to your home country after your stay in Germany.

The PAD pedagogic exchange service does not accept responsibility for personal luggage lost during travel to and from Germany.

➤ Codes of conduct:

During the trip, you will follow the rules and instructions set by the host family, and of course the teachers and tour guides.

Alcohol is strictly forbidden, as is the consumption of other drugs or substance abuse.

In the event that you violate these principles and/or your behaviour seriously impedes the execution of the programme, you may be sent home early and at your own expense.

➤ One-off participation in the International Award Programme:

If you already participated in the International Award Programme you may not do so again.



Preparing the necessary application documents

If you are proposed as an applicant for participation in the International Award Programme, it is important that you fill out all the points in the personal information sheet, providing truthful information. Your German teacher, the responsible German advisor (e.g. Fachberatung ZfA) or your contact at the German foreign representation can help you with any questions you may have.

- Electronically completed personal information sheet (pdf file)
- (Passport) photo (this is important so you can easily be recognised when you arrive)
- Parents' declaration of consent
- Passport copy (if available)
Please include a clearly legible copy of your identity card / passport so that we can ensure your name is spelled correctly when booking the flights.
- Valid travel document:
You will need a valid passport/valid identity card to enter Germany and the necessary visa if required (for multiple entries). It may be necessary to apply for a national identification document before applying for a passport. Please ensure that you allow sufficient time for this.
- Health certificate:
The health certificate must be issued by a public health authority or a practising physician. You must be fit to travel without restriction and free of contagious diseases. If you suffer from a chronic medical condition (e.g. diabetes, malaria) this must be noted in the document. Your parents may not issue the health certificate themselves, even if they are physicians.

If you fail to include important health or psychological problems in the personal information sheet or health certificate, the PAD is permitted to send you back home again at your own expense (at your parents' expense).

If you need regular treatment arising from a permanent illness, your treating physician (e.g. the specialist physician, psychotherapist, psychiatrist) must attest your capability to participate in the strenuous journey and stay in Germany without any restrictions. This current opinion given by the physician must be submitted together with the health certificate and your application documents.

The costs for the health certificate will not be covered by the PAD.

Your parents/guardians are responsible for any necessary vaccinations. A tetanus vaccination is not a necessary condition of participation. However, the PAD must be informed of any tetanus vaccinations already received (see parents' declaration of consent).

- Qualifying appraisal by your regular school:
This appraisal should not only include details about your knowledge of the German language but also information about your social behaviour and in-

volvement in the school. The appraisal should be issued by your German teacher.

The personal information sheet (PIS, called "Personalbogen" PB in German) is a re-writeable PDF file; this must be filled out and saved under the file name **PB_country_surname.pdf** and sent to the German advisor or your contact in the German foreign representation (embassy / consulate).

All other documents (see above) must be scanned as a second document in the following order (photo, passport copy, parents' declaration of consent, health certificate, school appraisal) and submitted electronically under the file name **Anl_nation_surname.pdf** together with the personal information sheet.

The complete application documents may only be transmitted electronically via the German advisor and / or the German foreign representation.

Please note that the PAD does not accept direct applications.

Pedagogic Exchange Service of the Conference of Ministers of Education and Culture
Department VE