

## Fee refund for German courses

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Are you interested in learning German? And have you already checked out the upcoming courses offered by [Studienkolleg Karlsruhe](#)? Karlsruhe House of Young Scientists (KHYS) offers **refunds for participation fees** for doctoral researchers and postdocs who successfully attend German classes in the winter semester 2021/2022. If you are a KIT doctoral researcher or postdoc in Ulm or Garmisch-Partenkirchen, please contact us concerning the possibility to get a fee refund for German courses. You have to be a member of [KHYS](#) to be eligible for the refund. Please note that if you have already received funding more than twice within the framework of the fee refund program for German courses it is less likely that KHYS will fund you again.

For postdocs the funding is provided by the [KHYS Postdoc Office](#), which is supported by the Initiative and Networking Fund of the Helmholtz Association.

### Please note:

Doctoral researchers who are enrolled at KIT as PhD students (*“Immatrikulation”*) receive one German course per semester at Studienkolleg **free of charge**. Therefore, we ask only doctoral researchers to apply for the KHYS refund program who are not enrolled at KIT.

### Studienkolleg courses

[Here](#), you can find a link to an overview of the Studienkolleg courses that will be offered in winter semester 2021/2022. For most courses, it will be necessary to take an online placement test, which gives information on the level of your German language skills (*“Online-Einstufung”*). Please take the online test that is indicated for the respective course and send the results together with your application to KHYS. You do not have to take the test if you plan to attend the courses A1.1.+ , A 1.1.4 or A 1.8 or have already passed the preceding course at Studienkolleg.

Please note that the Studienkolleg courses are planned as classes with **on-campus attendance**. Please refer to the corresponding [KIT websites](#) to learn about the regulations and recommendations currently in force at KIT with regard to the coronavirus.

### Application process for the refund program

Deadline for the application for the refund program at KHYS is **October 3, 2021**. Simply apply by sending an e-mail to [germancourses@khys.kit.edu](mailto:germancourses@khys.kit.edu). Please also forward the result of the online placement test with your e-mail. If you have already passed a Studienkolleg course, please send us the corresponding certificate. Please state in your e-mail which course you plan to attend and indicate whether you are a doctoral researcher or a postdoc. KHYS will make the funding decision on a first come, first served basis (provided that all prerequisites have been met) so make sure you take the necessary steps early on. Please note that you have to be a member of [KHYS](#) to be eligible for the refund. KHYS will inform all applicants of the outcome of their application at the latest on October 11.

### **For successful applicants the process will be as follows:**

Please register for the corresponding course with Studienkolleg as soon as registration begins on October 13, 2021. If you do not register in time for the class, we will not be able to guarantee that you can attend the course. Please note that for registration for the course you will need either a KIT e-mail account or a DaF account. (When applying for a DaF account please refer to the KHYS refund program since this will speed up processing.) Once you have registered successfully you have to make the payment for the registration within two days. Please save a proof of the payment transaction and forward it to us.

KHYS will only make the refund once the courses have finished. Please note that you will have to show proof that you have regularly participated in the course. So please send a scan of the certificate of attendance issued by Studienkolleg at the end of the course to [germancourses@khys.kit.edu](mailto:germancourses@khys.kit.edu). Please also include your bank details. KHYS will then refund the participation fee. Please note that the certificate of attendance will only be provided to those who participated in 80% of the course hours.

### **Overview of steps for the refund program:**

1. Online placement test  
(not needed for courses A1.1+, 1.1.4 and A 1.8 **OR**  
in case you have already passed the preceding Studienkolleg course)
2. E-mail application to KHYS by **October 3, 2021** should contain:
  - information on which Studienkolleg course you plan to attend
  - result of online placement test **OR**  
scan of Studienkolleg certificate for the preceding course
  - information whether you are a doctoral researcher or a postdoc
  - for doctoral researchers: an informal statement that you are not enrolled (“*immatrikuliert*”) at KIT as a PhD student (FYI: If you pay the semester contribution, you are enrolled.)
3. Approval of funding by KHYS (decisions will be made on a “first come, first served” basis) by October 11, 2021 at the latest
4. Registration for the Studienkolleg course on October 13, 2021
5. Payment of the registration fee within two days upon registration
6. Sending of proof of payment transaction to KHYS
7. Regular participation in the course (80% of course hours)
8. Submission of the certificate of attendance to KHYS (plus bank details) once the course is finished (deadline: April 30, 2022)
9. KHYS will make the refund

If you have any questions concerning the refund or the process, please contact [Jutta Klein-Hitpaß](#).