Overview of Academic Policies

Course Load
All students must register for 15 credits per semester. Most JYM and LMU Munich courses are in the 3-4 credit range, depending on the number of contact hours and fulfillment of JYM’s Written Work Requirement. Students should consult with their home institution regarding any additional or special requirements that may pertain to them.

University Coursework Profile
Students taking LMU Munich courses must complete a University Coursework Profile by the date required. The course information is entered on the students’ transcript, and the contact information allows JYM to help students obtain their Schein in the event assistance is needed later. The University Coursework Profile also documents that students understand JYM’s Written Work Requirement.

Written Work Requirement
Because JYM students receive US degree credit for coursework successfully completed at LMU Munich, written work is required in order for students to receive full US credit. Hausarbeiten, written Referate and written exams (Klausuren) satisfy the Written Work Requirement.

An oral Referat or an oral exam alone do not satisfy JYM’s Written Work Requirement, even if the professor only requires students to present an oral Referat or take an oral exam to obtain a Schein. In order to receive full US credit for university courses where the professor does not require written work, students have the choice of either 1) submitting their oral Referat to JYM in written form, 2) submitting a 6-8 page Hausarbeit to JYM in consultation with Dr. Söder, or 3) submitting a 10-page narrative of the course based on their lecture notes (Mitschrift) to JYM by the end of the semester.

In the event a student obtains a Schein but does not satisfy JYM’s Written Work Requirement, a maximum of only 2 credits will be granted for the course. Please be aware that 2-credit courses may not transfer back to US colleges and universities

Copies of Written Work
JYM requires students to submit copies of their papers or other written work as described above so that 1) we can document fulfillment of the Written Work Requirement, and 2) we can evaluate your work in the rare event that a university professor has not submitted a Schein within the time allowed.

Grading
JYM grading is based on a letter scale (A-F). Students taking LMU Munich courses must receive a "certificate with grade" (einen benoteten Schein) from their professor before credit is granted. The German scale of grading is translated into the US letter scale and entered into the JYM transcript.

Transcripts
At the end of each semester, an official Wayne State University transcript is produced based on the JYM transcript and forwarded to the Office of the Registrar at the students’ home schools. Please note that it may take several weeks after the end of the semester before JYM receives all Scheine from LMU Munich professors.