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## Frequently asked questions

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### Who can participate in the language courses?

Only EUF students and staff are allowed to take part in the language courses.

### When can I register for the language courses? How do I register?

The registration for the language courses is only possible within the given period via the website. Registrations by e-mail or in person will not be accepted.

### Is it possible to deregister from a language course?

Cancellation is only possible during the registration phase. Please note that for a successful participation a preparation and follow-up of the contents is necessary. In your own interest, please register for a course only if you really intend to learn the language and invest time. If you are unlikely to be able to attend the course, please let us know as soon as possible so that we can release your place.

### Will I get a place in the course in any case?

Places in the language courses will be allocated according to the order in which registrations are received.

You will be informed by e-mail if you have not received a place. This can happen, for example, if the course is already full or you have not uploaded the required documents and proof.

### Who can I contact if I am not satisfied with a course?

If you are not satisfied with a language course, please contact the foreign language center in person or by e-mail at [sprachen@uni-flensburg.de](mailto:sprachen@uni-flensburg.de).

### What can I do if I want to give suggestions and / or positive feedback?

You can contact us personally, by phone or by e-mail. We always look forward to suggestions and feedback and are always interested in your opinion.

### Why do the language courses always take place in the evening?

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The language courses take place mainly in the evening, as they are offered in addition to the regular lectures and seminars of the Europa-Universität Flensburg. In order to enable the largest possible share of students and university staff to take part in language courses, the majority of the courses are scheduled for the late afternoon or early evening hours.

**What can I do if I have registered for a language course but cannot attend it?**

If students or staff cannot attend the desired course for time reasons, they have the possibility to change to another course of the same or different language (provided that there are still places available).

**Are all levels offered in each semester?**

No. In most languages, levels are only offered once a year.

**Where do the language courses take place?**

The language courses of the foreign language center take place both on the main campus of the Europa-Universität Flensburg and in the rooms of the "Außenstelle Munketoft" office (address: building MADRID, Munketoft 3b, 24937 Flensburg). The room numbers can always be found on the website under the respective course information.

You can find a map of the Campus [here](#).

**In the fall semester 2020/21 and the spring semester 2021 all courses take place online via webex.**

**Can I get a certificate of achievement?**

Yes, the certificates are issued automatically and will be sent to you via e-mail attachment. Please note that the process can take up to eight weeks.

**Which conditions are linked to the issuing of a certificate of achievement?**

The following criteria must be met in order for a performance record to be issued: Participation in at least 80% of the course, active participation in class, completion of homework and passing the final examination.

**Different regulations might apply in the fall semester 2020/21 and the spring semester 2021.**

**Is it possible to have the certificate issued in another language other than German?**

The Language Centre issues certificates of achievement in German and English.

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