



Tutoring Program  
for the student housing facilities of the Studierendenwerk Trier

Due to the internationalization of universities, the proportion of international students is also growing in the dormitories. A successful integration of international students is not only a prerequisite for a successful graduation, but also a condition for friendly and understanding coexistence in the dormitory.

To meet this challenge, the Studierendenwerk created its own tutoring program, the Campus-Domus-Tutorium.

Goals

By introducing the tutor program the Studiwerk provides international students:

- a person to contact for the fears and worries that can easily arise when switching cultural circles,
- support with necessary bureaucratic procedures such as registration at the study location, opening an account, etc.
- introduction into the nearby surroundings (residential complex with shared spaces, university or college, the nearby area with shopping opportunities, the nearest doctor and pharmacy,
- a permanent, reliable contact person who is understanding their problems,
- support in contacting roommates,
- experience partnership in a residential complex,
- feeling settled in Germany in order to successfully complete their studies.

Responsibilities of future tutor

In the initial phase (the first weeks in the new environment), the tutors' support should be particularly intensive, as the international students are not only confronted with a study, but also have to adapt to different living conditions.

In addition to physical assistance, experience and empathy by the tutors are required. For this reason we consider students who are already in their second or higher semester to be predestined for the task. They are familiar with the local conditions and know the initial difficulties from their own experience.

After an orientation phase the focus should be on connecting with other students. Joint activities (movie nights, cooking or game nights, outings), language tandem organization, etc. are particularly suitable for this.

Required profile

- personal requirements
- reliability,
- independence,
- openness,
- tolerance,
- creativity and organizational skills,
- patience, assertiveness,
- social and intercultural competence

- formal requirements
- living in the dormitory,
- at least in the 2nd semester,
- multilingualism and good German language skills,
- available time budget for 2 semesters (minimum duration of a tutorial),
- knowledge of the tasks of the Studiwerk and the Heimrat (helpful for collaboration),
- team spirit because activities must be coordinated with the respective home council and the Studierendenwerk has to be informed.
- obligation to submit a report on activities and experiences at the end of each semester or to regularly contact the supervisor of the tutors.
- Submission of an extended criminal record certificate (costs will be covered by Studiwerk).

#### Duration of a tutorial

Since more courses of study start at the beginning of winter semester and therefore the number of new international students is higher, more time is required than at the beginning of a summer semester. Therefore, we would like a minimum duration of two semesters. A summer semester lasts from April 15 to September 14 of a year, and a winter semester lasts from October 15 to March 14 of the following year.

The agreement between the tutor and the Studierendenwerk can be terminated in writing by either party at any time without giving reasons.

#### Framework conditions

The tutorial is a volunteer activity for which the Studierendenwerk pays 151.00 Euro allowance (tax and social security exempt).

The Studiwerk expects the tutors to fulfill the above-mentioned goals as much as possible. Except for the key handover at 4 appointments at the beginning of each semester to hand over the key to new Erasmus students moving in, it is up to the tutors themselves to decide how and when they complete their tasks.

The tutors are not alone in their support of international students. If there are any difficulties, the Campus-Domus project caretaker, Mrs. Petra Stolz-Wagner, or the respective dormitory council will be happy to provide advice.