

European Academy of Refrigeration and Air Conditioning

University of cooperative education

The entire study program takes three years. The study program consists of practice and theory phases. During the practice phases, the student works at the cooperating enterprise, the so-called practice partner, with which the student has a study contract. During the theory phases, studying takes place at the European Academy of Refrigeration and Air Conditioning (ESaK) in Maintal near Frankfurt.

Practice and theory phases alternate as indicated in the following table.

January	February	March	April	May	June	July	August	September	October	November	December
	1T		2P (Part 1)		2T		2P (Part 2)			1P	
	3. Praxis			4T		Assistent project (4P)				3T	
5P (Part 1)		6T		5P (Part 2)			Thesis (6P)			5T	

1T = 1. term theory; 1P = 1. term practice)

Beginning and end of the individual study sections can shift. The exact schedule of the phases will be given in advance.

The study program begins yearly on the first of October. The study always starts with a practice phase, whereby the student primarily becomes familiar with the company, its products and the procedures within the enterprise. The end of the study is reached with the delivery and grading of the final Bachelor thesis.

In each practice phase, except the 4th term (assistant-project) and 6th term (thesis), the student must provide a practice report of 10-20 pages. The report must be accepted by the practice partner. A copy of the report will remain at ESaK. The reports can be regarded as an exercise for the forthcoming assistant-project and the thesis.

The assistant-project during the 4th practice term is a test achievement and is to show that the student is, in general, already able to work independently on projects. For this project a period of 13 weeks is planned. The first 4 weeks should be for the definition of the topic and necessary arrangements between the responsible person of the practice partner and the attending ESaK lecturer. The actual completion time amounts to 6 weeks and must be handed over to the instructor in a written form of approximately 25-50 pages.

Both the designated topic and the expected test achievements are at the decision and close cooperation between the three parties: student, practice partners and ESaK instructor.

The student is responsible for organizational completion of the project. The grading is undertaken by the responsible person of the practice partner and the ESaK instructor.

The thesis is comparable to the assistant-project. The student and the practice partner have the time during the second part of the 5th practice phase to select together a suitable topic, to agree upon contents and required achievements which will be supported by an instructor of ESaK. If acquisitions for the execution of special experiments should be necessary they should be transacted in advance, so that the execution of the thesis runs as smoothly as possible. The time period for the thesis processing is fixed at exactly 13 weeks.

The time for filing of the written elaboration is defined as 13 weeks after the handing out of the guidelines of the thesis. The last possible date for filing is in the calendar week 38.

As a final examination of achievement, the student is required to give a short presentation (approx. 20 minutes of duration) in the calendar week 39 on the topic of his/her thesis. Subsequently, the student will be subjected to an oral examination of questions placed by the auditorium and the responsible persons on the examination board.

Questions and presentation are considered as final examination achievements.

The grading is undertaken by the instructor of ESaK and the responsible person of the practice partner. The practice partner will be invited to attend the presentations and further persons may participate upon request.

Assistant-project and the diploma are test achievements, which can only be repeated once!

All practice phases, including thesis, do not have to necessarily be completed with the same practice partner.

Particularly for the assistant-project and the Bachelorthesis there are often inquiries from the industry for students which would like to complete such work "outward" at other sites.

The organizational completion of a "foreign" practice phase is left to the responsibility of the student in arrangement with his/her practice partner.

The theory phases are carried out at ESaK and each theory phase is completed with a test week. The successful completion of the term is a condition for the continuation of study.

In case of failure, examinations can be repeated within 4 to 8 weeks after publication of the results.

A second examination is possible after a request has been placed at and approved by the chairmen of the examination board. The second exam-repetition takes place maximally 6 weeks after the first repetition. Up to the point of the final examination possibility, ESaK will always assume that the test achievements will be reached, so that the student can continue with his/her studies.

Examination repetitions can be carried out in writing or orally, at the discretion of the instructor.

In order to ensure the normal operational sequence of the examination, an observer can be ordered.

If the second exam-repetition is not passed successfully, the student will face academic dismissal from the program.

For further information, please contact us directly tel.: 06109 6954 40 or www.esak.de or info@esak.de