

Exchange students from overseas

Academic Year
2019/2020



1. How to apply Before you apply, please make sure that you **have been nominated** by your home university for the exchange program at the University of Stuttgart!

Language requirements by the time of registration (May 1/Nov 1)

➔ Please check if you can fulfill one of the following **requirements** by the time of registration:

- A** German language level of C 1*
- B** OR German language level of B 2 or B 1*
+ mandatory: participation in the intensive German course; arrival one month in advance
- C** OR German language level of A 2*
+ English language level of at least B 1* (this regulation does not apply to native speakers of English)
+ mandatory: participation in the intensive German course; arrival one month in advance

Required are the original and an official translation into German or English!

*** Please note:**

We can only accept a proof of language skills according to the classification of the European Reference Frame www.europaeischer-referenzrahmen.de

If necessary, please ask the language center of your home university for conversion.

To apply please proceed according to the following four steps:

1. Online registration for the exchange program via Mobility-Online



Deadlines: May 1, 2019 (winter semester 2019/20)
November 1, 2019 (summer semester 2020)

You have to register for our exchange program via our web-based registration system Mobility-Online. As soon as you have been nominated you will be provided with the link to the Mobility-Online portal.



Please register with the official name given on your passport

Follow the instructions given in the portal and upload:

- proof of German language skills (proficiency > see above)
- proof of English language skills (if necessary)
- passport-sized picture



2. Online application for admission to the University of Stuttgart via C@MPUS



Deadlines: June 1, 2019 (winter semester 2019/20)
December 1, 2019 (summer semester 2020)

Please apply online for admission as non-degree program student at:

 <https://campus.uni-stuttgart.de/cusonline/webnav.ini> (starting on May 1/Nov 1)

 **Follow the instructions given and upload:**

- application form for admission after first printing it out from the C@MPUS portal and signing it
- transcript of records
- higher education entrance certificate (e. g. high school diploma, GaoKao). Please upload the original and an official translation into German or English. Alternative: current confirmation of enrolment.
- APS document (applicable to students who hand in documents from a Chinese institution only)

3. Admission via C@MPUS

If your C@MPUS application is correct and complete by the given deadline, you will be able to download your letter of admission (*Zulassungsbescheid*) from the C@MPUS portal no later than four weeks after the deadline.

4. Enrollment (takes place in person after your arrival)

Please continue with the enrollment procedure after your arrival in Stuttgart via your C@MPUS applicant account. We will provide you with further details upon arrival. If you have further questions, please contact: incoming2@ia.uni-stuttgart.de

2. Visa regulations

Students from the EU, Australia, Brazil, Canada, Japan, South Korea and the US can enter Germany without a visa. They have to apply for a residence permit after their arrival in Stuttgart.

Students from non-EU countries other than mentioned above have to apply for a student visa at the German consulate of their home country at least 4 months previous to their arrival in Stuttgart.

3. Proof of finance

In order to receive a **residence permit** upon arrival in Stuttgart you need a proof of adequate finances. This is possible through either

- a) an account summary from a German bank showing a sum of at least 735 € per month of the requested duration,
- b) a bank statement from your parents (template can be obtained at the International Office of the University of Stuttgart) or
- c) proof of a scholarship.



4. Intensive German course (IGC)

The University of Stuttgart offers and highly recommends an intensive German course for exchange students. This course includes an **orientation** program (study counseling, group sessions for guidance on formalities you need to comply with, excursions etc.).

Prerequisite: Taking an **online placement test** upon arrival.

Please note: A course fee of 250 EUR will be charged and has to be paid **after** arrival.
Registration: Via the Mobility-Online portal (see step 1).

	Course duration	Date of arrival	Registration deadline via Mobility Online
Winter semester	Mon, Sept 2, 2019- Fri, Oct 11, 2019	Mon, Sept 2, 2019	May 1, 2019
Summer semester	Mon, March 2 – Fri, April 3, 2020	Mon, March 2, 2019	November 1, 2019

Only students who are present from the first day on can attend the IGC and participate in the **following extensive course** during the semester (once a week).

5. Orientation days in October/April

We expect our **exchange students who do not attend the intensive German course** to attend our orientation days prior to the lecture period. You will receive useful information about studying and living in Stuttgart. Please sign up as soon as you arrive in Stuttgart.

Date of arrival (recommended): Tue, Oct 1, 2019 (winter semester), Wed, April 1, 2020 (summer semester).

6. Accommodation

The International Office can arrange housing for exchange students from overseas in student dorms on request. Further information on how to apply online for student housing will be e-mailed to successful applicants. The *Studierendenwerk Stuttgart* is in charge of the allocation of the dormitory rooms. We do not have any influence concerning the location or the exact price category of the allocated rooms.

According to the regulations of the *Studierendenwerk*, students are required to book a **minimum rental period**: either from **Sept. 1/March 1** (students who attend the intensive German course) or **from Oct. 1/April 1** (students who do not attend the intensive German course) until **Feb. 29**. Students who will stay for two semesters will receive a rental contract until **Aug. 31**. Other periods of rental contracts are not possible!

You will have to **transfer the deposit of EUR 700 in advance**. Otherwise your dorm room will be cancelled.



7. Health insurance

In Germany by law students under 30 are required to take out a state student health insurance. Without an accepted health insurance you will not receive your residence permit or be able to enroll as a student at the University of Stuttgart. The student health insurance in Germany covers medical fees for visiting a doctor/dentist, hospital expenses and medicines. A student health insurance costs approximately 90 €. You have to take out the German health insurance once you arrive in Stuttgart.

If you participate in the intensive German course previous to the lecture period, we strongly **recommend that you take out a travel health insurance for the period of March or September (only).**

8. Cost of living

Costs once before arrival	
Deposit + 1 st month rent (in order to reserve a room in the dormitories, see accommodation)	700 € (deposit 400 € +1 st month rent 300 €)
+ other expenses (e.g. flight ticket, visa, travel health insurance for Sept/March)	...€
Costs (once a semester)	
Semester ticket for public transport (valid 6 months)	approx. 200 €
Semester contribution (each semester)	approx. 110,00 €
Intensive German course (once only!)	250,00€
Monthly costs	
Dormitory rent	between 280 and 400 €
Local student health insurance	approx. 90 €
Broadcasting contribution fee	17,50 €
Food	200 €
+ other incidental and personal expenses (university sports, leisure time...)	... €

9. Academic calendar 2018/19

Winter semester:	October 1 to March 31
Lecture period in the winter semester:	Mon, October 14, 2019 to Sat, Feb 8, 2020
Summer semester:	April 1 to September 30
Lecture period in the summer semester:	Mon, April 6, 2020 to Sat, July 18, 2020

Be aware, you may have exams during the lecture free period!
Please note: If you cannot do the final exams here you might lose the credit points of the course.

Christmas vacation: Sat, Dec 21, 2018 to Sat, Jan 4, 2020



10. Buddy program ready.study.stuttgart

In order to facilitate your first steps after your arrival in Stuttgart we offer our buddy program ready.study.stuttgart. For further information please visit the following link:

www.uni-stuttgart.de/en/study/international/ready-study-stuttgart/pick-up

11. Websites of the University of Stuttgart

www.uni-stuttgart.de/universitaet/fakultaeten-institute (departments of the university)

www.uni-stuttgart.de/en/study/international (study programs)

www.student.uni-stuttgart.de/studienorganisation/vorlesungsverzeichnis (schedule of lectures)