



Please do not hesitate to contact us if you have any further questions or concerns.

We look forward to continuing our exchange cooperation with your university.

International Office, University of Konstanz

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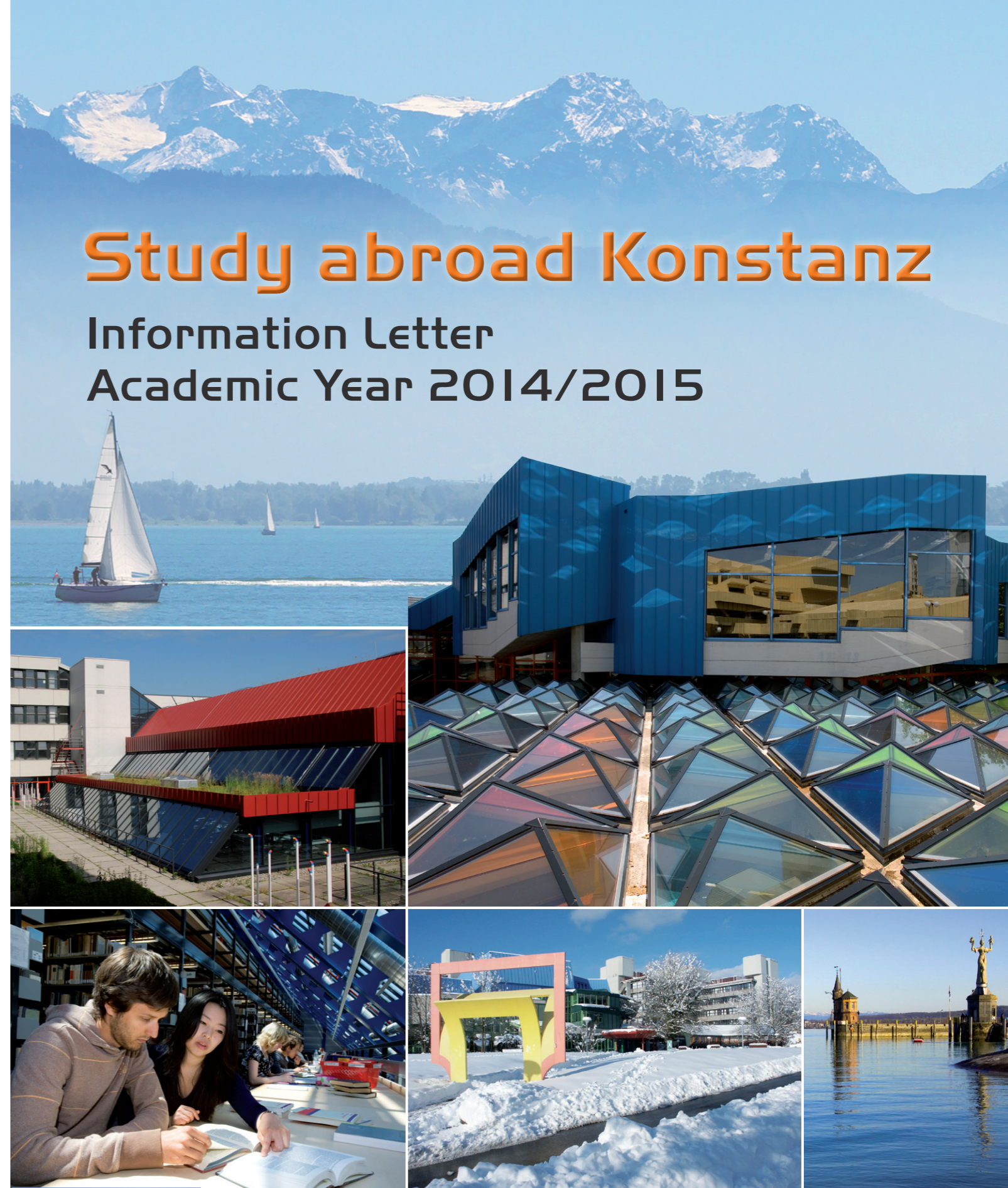
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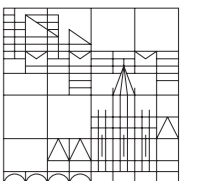
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Dear Exchange Partners Worldwide,

Below, please find our information for exchange students for the academic year 2014/2015. The attached information will help you to prepare your students for their exchange studies at the University of Konstanz. Also enclosed, please find information on the Summer School offered by our university in 2014. Please note that this Information Letter, instructions on how to apply, as well as additional information (Academic Calendar 2014/15, information on housing and health insurance) can also be found on our website: www.uni-konstanz.de/international

We look forward to welcoming your students in Konstanz during the next academic year.



1. General Information and Application Forms

After being nominated, students receive a "Welcome Mail", asking them to apply at the University of Konstanz. The online application form is available in German and English. It should be completed electronically, printed out, signed and submitted to us by regular mail.

■ Application for Admission (Antrag auf Zulassung zum Zeitstudium)

The application deadline for the winter semester 2014/15 (October – February) is May 15, 2014. For the summer semester 2015 (April – July), applications must be submitted by November 15, 2014. With a completed application, every student will receive additional information together with the "Letter of Admission."

■ Application for Housing (Antrag auf Aufnahme in ein Studentenwohnheim)

Every exchange student is recommended to apply for student housing. Booking within the application period and the transfer of a deposit is of utmost importance to guarantee your students a dorm accommodation. The housing office observes strict deadlines for reservations, which are the same as the application deadlines for exchange studies (May 15 for the winter, November 15 for the summer term).

■ Student Residence Permit (Aufenthaltserlaubnis) and Proof of Financial Resources (Finanzierungsnachweis)

All international students who are not citizens of the European Union, the European Economic Area or Switzerland require a student residence permit for the duration of their period of study at a German university. This document is issued by the local Office of Foreigners' Affairs. In order to obtain the permit, students must prove that they have sufficient financial support to cover their living costs during their study period in Germany. The proof must be presented upon arrival in Konstanz. Detailed information will be sent out together with the "Letter of Admission."

2. Pre-semester Programs: Intensive German Language & Orientation Program

The orientation period is designed to help new international students go through the formalities of enrollment and get an orientation into the German university system. Intensive German Language courses on different levels can be as much part of our programs as guided tours on campus, in town and around the Lake Constance region. Partaking is highly recommended to all new exchange students and for all other international newcomers to our university.

Participation is possible in one of the following language courses and/or orientation programs:

■ September Intensive German Language Course 2014 with Orientation Program (4 weeks)

The course will run from September 3 – September 30, 2014.

Date of arrival is September 1 or 2, 2014, closing date for applications is May 15, 2014.

Course fee for exchange students: 300 €

■ October Orientation Program 2014 (1 week)

This program will run from October 6 – October 10, 2014.

Date of arrival is October 1 or 2, closing date for applications is September 15, 2014.

Classes in the winter semester 2014/15 will start October 20, 2014.

The program is free of charge.

■ March Intensive German Language Course 2015 with Orientation Program (4 weeks)

The course will run from March 4 – March 31, 2015.

Dates of arrival are March 2 or 3, 2015, closing date for applications is November 15, 2014.

Course fee for exchange students: 300 €

■ April Orientation Program 2015 (1 week)

This program will run from April 7 – April 10, 2015.

Date of arrival is April 1 or 2, closing date for applications is March 15, 2015.

Classes in the summer semester 2015 will start April 13, 2015.

The program is free of charge.

Students will receive the application forms for the pre-semester programs and detailed course descriptions as well as instructions on payment for the course fee along with their "Letter of Admission."

3. Course Information

Exchange students should be fluent (B1 level according to the European Reference Frame) in EITHER German OR English in order to successfully complete a full course load during their exchange studies at the University of Konstanz.

The best way of getting information on lectures and courses is by visiting the homepage of the University of Konstanz. The most important information can be found (also available in English) through the website of the International Office: www.uni-konstanz.de/international

Please use the link "International Students/Study Opportunities."

■ Intensive German Training and Classes taught in English

Although the language of instruction at the University of Konstanz is German, there are many departments which offer a great variety of courses in English. Exchange students with elementary German language skills can combine German language courses taught at the University of Konstanz' Language Institute with courses taught in English at the respective departments.

■ Course Catalogue (Vorlesungsverzeichnis/ LSF)

The Course Catalogue will be published only at the very end of the preceding semester. There is no print version available. It can be found under the aforementioned link "International Students/Study Opportunities." Please note that – depending on the subject of study – the courses offered may vary from one academic year to the next.

■ ECTS guide

Each academic course is assigned a certain number of ECTS credits. This number of credits indicates the workload that will be expected from students participating in the academic course.

The number of credits that can be received by successfully completing a certain course, is listed in the Course Catalogue/LSF. Additionally, many departments offer further ECTS-information for international students.

■ Incoming Student Guide

This document illustrates the different offers in each department in more detail and contains further worthwhile information for prospective students. It can be found under "International Students/Study Opportunities".

4. Summer Schools 2014

The University of Konstanz will offer the following summer school in 2014:

■ Lake Constance Summer School 2014

This summer school offers intensive language courses in German as a foreign language and a comprehensive welcome program.

Course Fee: 360 €

Housing: 360 €

This program will run from

August 1 – August 30, 2014

For more information visit:

www.international.uni-konstanz.de/en/international-students/study-opportunities/ibh

Or contact Ms. Ulrike Endres at:

ibh2014.international@uni-konstanz.de

