# KIT - Partner Information

<table>
<thead>
<tr>
<th>Name of institution:</th>
<th>KIT – Karlsruhe Institute of Technology</th>
</tr>
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<tbody>
<tr>
<td>URL address:</td>
<td><a href="http://www.intl.kit.edu/istudies">http://www.intl.kit.edu/istudies</a></td>
</tr>
<tr>
<td>Head of institution</td>
<td>Prof. Dr.-Ing. Holger Hanselka</td>
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<table>
<thead>
<tr>
<th>Director of the International Students Office</th>
<th>Sarah Arnoldi</th>
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<tbody>
<tr>
<td>KIT – International Students Office</td>
<td></td>
</tr>
<tr>
<td>Adenauerring 2, Geb. 50.20</td>
<td></td>
</tr>
<tr>
<td>D-76131 Karlsruhe</td>
<td></td>
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<tr>
<td>Tel.: +49 721 608-44883</td>
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<tr>
<td>Fax: +49 721 608-44907</td>
<td></td>
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<tr>
<td>Email: <a href="mailto:overseas@intl.kit.edu">overseas@intl.kit.edu</a></td>
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<tr>
<th>Overseas Exchange Coordinator (Outgoing)</th>
<th>Laura Fischer</th>
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<tr>
<th>Overseas Exchange Coordinator (Incoming)</th>
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<table>
<thead>
<tr>
<th>Period of courses</th>
<th>1st semester</th>
<th>2nd semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>2018/19</td>
<td>October 15th, 2018 – February 9th, 2019</td>
<td></td>
</tr>
<tr>
<td>2019/20</td>
<td>October 14th, 2019 – February 8th, 2020</td>
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Please note that exams take place during the lecture free-periods, i.e. between 1 week and 8 weeks after the end of lectures.

<table>
<thead>
<tr>
<th>Calendar details</th>
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<tbody>
<tr>
<td><a href="http://www.intl.kit.edu/istudies/3157.php">http://www.intl.kit.edu/istudies/3157.php</a> and</td>
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<tr>
<td><a href="http://www.sle.kit.edu/imstudium/termine-fristen.php">http://www.sle.kit.edu/imstudium/termine-fristen.php</a></td>
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<tr>
<th>Orientation week 2018/19</th>
<th>1st semester</th>
<th>2nd semester</th>
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<tbody>
<tr>
<td></td>
<td>September 17th, 2018 – September 23rd, 2018</td>
<td></td>
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<tr>
<td></td>
<td>March 25th, 2019 – March 31st, 2019</td>
<td></td>
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<table>
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<tr>
<th>(Pre-semester) German language courses 2018/19</th>
<th>1st semester</th>
<th>2nd semester</th>
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<tbody>
<tr>
<td></td>
<td>September 24th, 2018 – October 12th, 2018</td>
<td></td>
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<tr>
<td></td>
<td>April 1st, 2019 – April 18th, 2019</td>
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<th>2nd semester</th>
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<tr>
<td></td>
<td>September 23rd, 2019 – October 11th, 2019</td>
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<tr>
<td></td>
<td>March 30th, 2020 – April 17th, 2020</td>
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<tr>
<td>Application deadline</td>
<td>May 1\textsuperscript{st}</td>
<td>for the 1\textsuperscript{st} semester or for the entire academic year</td>
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<tr>
<td></td>
<td>November 1\textsuperscript{st}</td>
<td>for the 2\textsuperscript{nd} semester</td>
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<tr>
<td>Nomination deadline</td>
<td>April 1\textsuperscript{st}</td>
<td>for the 1\textsuperscript{st} semester or for the entire academic year</td>
</tr>
<tr>
<td></td>
<td>October 1\textsuperscript{st}</td>
<td>for the 2\textsuperscript{nd} semester</td>
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**Application procedure**

1. **Nomination**: Please send an email to overseas-in@intl.kit.edu with names, specialisation, period of stay at the KIT and email address of your selected students by the above mentioned nomination deadline.

2. **Application**: We will inform your students within 2 weeks after the reception of your nomination by email about the online application procedure. Further information is available at [http://www.intl.kit.edu/istudies/3242.php](http://www.intl.kit.edu/istudies/3242.php).

3. Students will be asked to fill in the online application and print out the application form. This form has to be signed by the home university exchange coordinator as well as the students and should be uploaded along with:
   a. a proof of German knowledge (and/or proof of English knowledge if the students plan on taking English-taught courses at the KIT)
   b. a Learning Agreement (list of courses)
   c. a current transcript of records
   d. a current enrolment certificate/proof of matriculation at home university

   by the above mentioned deadline. We will confirm the reception of the application within 2 weeks.

4. **Acceptance at the KIT** will be confirmed within 4 to 6 weeks after the application deadline.

**Information for incoming students**

Useful information for incoming students can be found in our student handbook: [http://www.intl.kit.edu/istudies/3242.php](http://www.intl.kit.edu/istudies/3242.php).

**Lectures/Courses/Project**

A list of courses at KIT can be found here: [https://campus.studium.kit.edu/english/events/catalog.php?campus=all/fields.asp?group=Vorlesungsverzeichnis](https://campus.studium.kit.edu/english/events/catalog.php?campus=all/fields.asp?group=Vorlesungsverzeichnis)

Under “Extended search for events”, you can choose all courses taught in a certain language, for example in German or English. If courses of next semester are not available yet, we recommend looking for courses one year before.

The Carl-Benz-School /International Department is offering an international Bachelor study program in English at the Department of Mechanical Engineering with restricted admission. Please be aware that the participation in this English-taught program (courses starting with the number 3xxxx in our courses catalogues) only offers limited access to exchange students.

Please note that course registration for some seminars and lectures is required.

**Fees**

**Students from partner universities** pay a social contribution of about 77.70 € per semester. This includes reduced student prices at the university restaurant, transportation reductions and accident insurance: [www.sw-ka.de/en/finanzen/semesterbeitraege](http://www.sw-ka.de/en/finanzen/semesterbeitraege)
### Health insurance

Health insurance coverage is compulsory for the **entire** stay in Germany (with a coverage of at least 100,000.00 €). Students can take out health insurance in their home country before arriving in Karlsruhe or take out German public health insurance upon arrival during the orientation week.

### Accommodation

The KIT reserves rooms for students from partner universities in their students’ residences if possible. These furnished single rooms cost 200-300€ and have a set lease period from September to February and/or March to August. No other moving in/out date is possible. Students will be informed about housing possibilities within 8 weeks of the application deadline.

### German language courses

Since many courses offered at the KIT are held in German, a good command of German is necessary for any student coming to Karlsruhe. **Recommended** is at least an [A2-level of the CEFR](https://www.goethe.de/ins/de/languages/learning/courses/levels/level2/index.html) (Common European Framework of Reference for Languages). The KIT Departments of Mechanical Engineering, Chemistry and Biosciences, Chemical and Process Engineering require a **B1-level** of German language.

We accept most types of German certificates including certificates from your university’s language centre as long as it clearly states the **successful completion of the language level** with regard to the Common European Framework of Reference for Languages. This means that a simple certificate of attendance for a language course without any mention of a successful examination is not sufficient (i.e. participating in an A2 language course does not mean that the level has been reached).

Should the German language proficiency not match the minimum requirements, we strongly advise all students to use the time left in the home country to obtain the necessary skills and we **reserve the right to decline the students’ application**.

If your students want to estimate their CEFR-level of German, they might do so using the following online test provided by the Goethe Institute. [http://www.goethe.de/cgi-bin/einstufungstest/einstufungstest.pl](http://www.goethe.de/cgi-bin/einstufungstest/einstufungstest.pl)

For a good start to the semester at KIT, all incoming students are given the opportunity to participate in a three-week German language course (beginners and intermediate A2-B2) before the semester begins. **This course is not a substitute for the certificate of the German language level required for the application.**

During the semester, the Studienkolleg at KIT offers free German language courses for all students enrolled at KIT.

### Visa/residence permit

Exchange students from
- non-EU member states or
- non-EEA member states
require **student visas** (not tourist visas) in order to study in Germany. This visa can be obtained at your local German embassy.

To receive this visa, students need the “Zulassungsbescheid” (Admission Letter) from the KIT.

Please do note that the processing time for a student visa can take 8 weeks or longer depending on the local embassy. The KIT cannot affect this procedure. Please inform your students to apply for a student visa as soon as they receive the “Admission Letter”.
Scholarship opportunities

The Baden-Wuerttemberg-STIPENDIUM for University Students is a program established by the Baden-Wuerttemberg Stiftung. The program is dedicated to promoting a global exchange of high-achieving students from Germany and around the world. More general information about the program can be found at https://www.bw-stipendium.de/en/students/bws-for-university-students/.

As a partner of the KIT, your university may nominate 4 students for the Baden-Wuerttemberg-STIPENDIUM each academic year and at least two of the nominated students will receive a scholarship of 2,800€ (i.e. 700€ monthly for 4 months).

Please send a ranked nomination list with a maximum of four nominees (full name, email address) to bws@intl.kit.edu by April 1st for the following academic year (both semesters). The two highest ranked nominees are guaranteed to receive a scholarship.

You have the possibility to send us further nominations (again as a ranked list) by October 1st, but we cannot guarantee that these nominees will receive a scholarship.

The nominees should be enrolled at your university for the period of the scholarship, be high-achieving students and should not receive any other scholarship for their exchange stay at the KIT.

After receiving your nominations we will contact your nominees and ask them to apply for the scholarship online via the BWS-World portal. They will be asked to fill in their online profile and upload the following documents by May 1st:
- letter of motivation with information on degree currently pursued and study project at the KIT
- current enrolment certificate/ proof of matriculation at home university
- current transcript of grades/ records
- CV

The final approval and announcements by the Baden-Wuerttemberg Stiftung are expected by August /March. Your students will subsequently be informed of the outcome of your applications.