

# 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)

Depending on the language of instruction of the courses you are interested in, following proof of language skills are required.

For courses taught in **German**

Your German proficiency by the registration deadline	Participation in the intensive German course (course fee = € 250)
<b>C 1</b>	optional
<b>B 1 + B 2</b>	mandatory
<b>A 2 (+ B2 English certificate)</b>	mandatory

For courses taught in **English\***

Your English + German proficiency by the registration deadline	Participation in the intensive German course (course fee = € 250)
<b>B2 ENG + A 1 or no German</b>	Mandatory (+ a list of courses you are interested in)

\* English taught Bachelor courses are rare.

For Master courses you need to be in your 3rd or 4th year of study.

English taught International MSc courses by request only: COMMAS, GEONENGINE, INFOTECH, ITECH, IUSD, MIP, PHYSISCS, WASTE, WAREM, Computational Linguistics, Computer Science, Electrical Engineering, Material Science ([incoming2@ia.uni-stuttgart.de](mailto:incoming2@ia.uni-stuttgart.de)).

#### Please note:

We can only accept a proof of language skills according to the classification of the **European reference frame** [www.europaeischer-referenzrahmen.de](http://www.europaeischer-referenzrahmen.de)

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

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



## 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
- List of courses (if you are interested in English taught classes)

### 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
- 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 enrollment.
- transcript of records (A transcript of records is documentation of a student's permanent academic record, which usually means all courses taken, all grades received, all honors received, and degrees conferred to a student.)
- 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](mailto: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 financial resources

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 830 € 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
<b>Winter semester</b>	Mon, Sept 2, 2019- Fri, Oct 11, 2019	Mon, Sept 2, 2019	May 1, 2019
<b>Summer semester</b>	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. Course information

Information about courses offered at the University of Stuttgart can be found on following websites:

<https://www.uni-stuttgart.de/en/study/study-programs/index.html>

(list of all study programs)

<https://www.student.uni-stuttgart.de/en/organizing-studies/lecture-index/index.html>

(course catalogue)

<https://www.uni-stuttgart.de/en/university/faculties-institutes/index.html>

(faculties and institutes)



- 6. 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).

- 7. 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.

- 8. 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)**.



## 9. Cost of living

<b>Costs once before arrival</b>	
Deposit + 1 <sup>st</sup> month rent (in order to reserve a room in the dormitories, see accommodation)	700 € (deposit 400 € +1 <sup>st</sup> month rent 300 €)
+ other expenses (e.g. flight ticket, visa, travel health insurance for Sept/March)	...€
<b>Costs (once a semester)</b>	
Semester ticket for public transport (valid 6 months)	approx. 200 €
Semester contribution (each semester)	approx. 120,00 €
Intensive German course (once only!)	250,00€
<b>Monthly costs</b>	
Dormitory rent	between 280 and 400 €
Local student health insurance	approx. 120 €
Broadcasting contribution fee	17,50 €
Food	200 €
+ other incidental and personal expenses (university sports, leisure time...)	... €

## 10. Academic calendar 2019/20

<b>Winter semester:</b>	October 1 to March 31
Lecture period in the winter semester:	Mon, October 14, 2019 to Sat, Feb 8, 2020
<b>Summer semester:</b>	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, 2019 to Sat, Jan 4, 2020

## 11. Buddy program

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](http://www.uni-stuttgart.de/en/study/international/ready-study-stuttgart/pick-up)