



## 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



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.  
Please remember: in summer semester no IGC course on level C 1

**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

### \* Please note:

We can only accept a proof of language skills according to the classification of the European Reference Frame  <http://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, 2017(winter semester 2017/18)  
November 1, 2017 (summer semester 2018)

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.

 Required documents

### 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. Documents to be sent to the University of Stuttgart via e-mail

After registering online please have the following documents (pdf files) emailed to: [incoming2@ia.uni-stuttgart.de](mailto:incoming2@ia.uni-stuttgart.de).

- scan or pdf file of your completed Mobility-Online registration form
- filled in registration form for the intensive German course (IGC), requirement B or C > see above


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



Deadlines: June 1, 2017 (winter semester 2017/18)  
December 1, 2017 (summer semester 2018)

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

 <https://campus.uni-stuttgart.de/cusonline/webnav.ini>.

 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, baccalauréat, GaoKao). Please upload the original and an official translation into German or English

## 4. Admission

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.

## 5. Enrollment

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. You are then required to pay the semester contribution of about 110 EUR. The bank details can be found on your C@MPUS account



### 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 6 months previous to their arrival in Stuttgart.

### Intensive German course (IGC)

The University of Stuttgart offers an intensive German language course for exchange students within partnership and ERASMUS programs. **Prerequisite:** A German level corresponding to at least A 2 and taking an **online placement test** upon arrival. The registration form will be emailed to you by the IZ. This course includes an **orientation program** (study counselling, group sessions for guidance on formalities you need to comply with, excursions etc.). Please note: A course fee of 250 EUR will be charged and has to be paid **upon** arrival.

	Course duration	Date of arrival	Registration deadline
<b>Winter semester</b>	Fri, Sep 1 – Fri, Oct 13, 2017	Fri, Sep 1, 2017	May 1, 2017
<b>Summer semester</b>	Do, Mar 1 – Fri, Apr 6, 2018	Wed, Mar 1, 2018	November 1, 2017

Only students who are present from the first day on can attend the IGC and participate in the following basic level course during the semester

### Orientation days in October

We expect our **exchange students who do not attend the intensive German course** to attend our orientation days previous 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.

	Orientation days	Date of arrival
<b>Winter semester</b>	Tue, Oct 10 – Thu, Oct 12, 2017	Tue, Oct 10, 2017
<b>Summer semester</b>	Tue, Apr 3 – Thu, Apr 5, 2018	Tue, Apr 3, 2018

### Cost of living

Monthly cost of living expenses	approx. 750 EUR
Accommodation	between 280 and 400 €
Semester ticket (for public transport - per semester)	approx. 200 €
Semester contribution (per semester; to be payed after arrival):	approx. 110,00 €
Health insurance (compulsory):	approx. 90 €
Broadcasting contribution fee, monthly	17,50 €
+ other incidental and personal expenses (e.g. food, leisure time)	... €

### Accommodation

The Office of International Affairs 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 emailed to successful applicants. It is the responsibility of the Studierendenwerk Stuttgart/SWS (organisation managing the dormitories) to allocate 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 SWS students are required to book a minimum rental period: either from Sept 1, 2017 (students who attend the intensive German course) or from Oct 1, 2017 (students who do not attend the intensive German course) until Feb 28, 2018. Students who will stay for two semesters will receive a rental contract until Aug 31, 2018. Other periods of rental contracts are unfortunately not possible!

**\* Please note:**

You will have to transfer a deposit in advance by a given deadline. Otherwise the reservation of your dorm room will be cancelled.

**Health Insurance**

In Germany by law a proof of health insurance must be provided. Non-EU citizens have to purchase a student health insurance in Germany upon arrival. Otherwise you will not receive your residence permit. Further information will be provided by the IZ after your arrival. If you participate in the intensive German course previous to the lecture period, we strongly recommend that you to take out a travel health insurance for the period of March or September. The student health insurance in Germany covers medical fees for visiting a doctor/dentist, hospital expenses and medicines.

**Academic calendar 2017/18**

<b>Winter semester:</b>	October 1 to March 31
Lecture period in the winter semester:	Mon, October 16, 2017 to Sat, February 10, 2018
<b>Summer semester:</b>	April 1 to September 30
Lecture period in the summer semester:	Mon, April 9, 2018 to Sat, July 21, 2018

Be aware, you may have exams during the lecture free period!  
 Christmas vacation: Sat, December 23, 2017 to Sat, January 6, 2018

**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:  
<https://www.uni-stuttgart.de/en/study/international/ready-study-stuttgart/pick-up/>

**Web sites of the  
 University of  
 Stuttgart**

- <https://www.uni-stuttgart.de/universitaet/fakultaeten-institute/>  
 (departments of the university)
- <https://www.uni-stuttgart.de/en/study/international/> (study programs)
- <https://www.student.uni-stuttgart.de/studienorganisation/vorlesungsverzeichnis/>  
 (schedule of lectures)