

# Erasmus + students Information

Academic  
Year  
2018/2019



## How to apply

Please proceed according to the following four steps.

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



Deadlines: May 1, 2018 (winter semester 2018/19)  
November 1, 2018 (summer semester 2019)

Before you apply, please make sure that you **have been nominated** by your home university for the exchange program at the University of Stuttgart! After your nomination you will receive the Mobility-Online link.

#### Required documents

Follow the instructions given in the portal **and upload**:

- passport-sized picture
- **a transcript of records** from your home university (either in English or in German)
- your **learning agreement** (signed by you and your home university)
- a proof of **German language skills** (minimum B1) **OR**
- a proof of **English language skills** (minimum B2) = for students who attend mainly courses held in English<sup>1</sup>
- A **confirmation of supervision** (if you are writing a thesis)
- obligatory registration for the **intensive German course** (IGC) at Mobility-Online

After you have uploaded your complete documents, they will be sent automatically to your academic Erasmus+ advisor who has to check them and sign the learning agreement. Please upload the **final learning agreement** (signed by you, your home university and the academic Erasmus+ advisor at the University of Stuttgart) at your Mobility-Online account.

Incoming students, who would like to write a **Bachelor or Master thesis in the field of engineering** at our university, will have to apply for a 1-year exchange (2 semesters):

- **1st semester**: The incoming student will take courses and look independently for a thesis topic and a supervisor during the exchange semester.
- **2nd semester**: The incoming student may write the thesis, if he/she has found a thesis topic and supervisor. If not he/she will be able to take courses at our university instead or write the thesis at e. g. the home institution.

You will have to find a supervisor for your thesis yourself. The International Office and the academic Erasmus+ advisor are not able to assist in finding a suitable thesis topic and supervisor. You can only be enrolled as a student at the University of Stuttgart after we have received a confirmation from your thesis supervisor in Stuttgart.


<sup>1</sup> More information regarding the language skills and how to proof your language skills can be found here:

## 2. Online application for admission to the university via C@MPUS




Deadlines: June 1, 2018 (winter semester 2018/19)  
December 1, 2018 (summer semester 2019)


After you have completed your Mobility-Online registration you have to apply online for admission **as non-degree program** student at:

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

More information about the online application for admission can be found here:

 [www.uni-stuttgart.de/studium/bewerbung/international-non-degree/erasmus/](http://www.uni-stuttgart.de/studium/bewerbung/international-non-degree/erasmus/)

**C@MPUS will be open for summer semester applications of non-degree program students from May 2, 2018 onwards. Please, don't apply before that date!**

 Follow the instructions given and upload:

- **application for admission** after first printing it out from the C@MPUS portal and signing it
- **transcript** of records
- **higher education entrance qualification** (e. g. baccalauréat, high school diploma etc.)

## 3. Admission via C@MPUS

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

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

### 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. If you have further questions, please contact: [incoming@ia.uni-stuttgart.de](mailto:incoming@ia.uni-stuttgart.de)



## 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. Students who need a visa will receive a **letter of invitation** as soon as they have submitted their application documents and have been admitted.

**Non-EU students already studying in an EU country** have two options:

1. Application for a German visa in their EU host country and application for a German residence permit upon arrival in Germany
2. Application for a German residence permit via our International Office approx. three months before travelling to Germany – no visa required

We need to find out which option applies to you and provide you with the relevant information. Thus, please send an e-mail to [incoming@ia.uni-stuttgart.de](mailto:incoming@ia.uni-stuttgart.de) ASAP!

## Intensive German course (IGC)

The University of Stuttgart offers an intensive German course for visiting program students within partnership and Erasmus+ programs. This course includes an **orientation** program (study counseling, group sessions for guidance on formalities you need to comply with, excursions etc.). Please note: A course fee of EUR 250 will be charged and has to be paid **after your** arrival. **Please register for the course via your Mobility-Online account.**

	Course duration	Date of arrival	Registration deadline
<b>Winter semester</b>	Mon, Sept 3 – Sat, Oct 12, 2018	Sept 3, 2018	May 1, 2018
<b>Summer semester</b>	Mon, March 1 – Fri April 6, 2019	March 1, 2019	Nov 1, 2018

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

## Orientation days in April/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. Date of arrival (recommended): Mon, Oct 1, 2018 (winter semester), Mon, April 1, 2019 (summer semester).

## Cost of living

Monthly cost of living expenses	approx. EUR 750
Accommodation	between EUR 350 and EUR 500
Semester ticket (for public transport - per semester)	approx. EUR 205
Semester contribution (per semester; to be payed after arrival):	approx. EUR 110
Health insurance (compulsory):	approx. EUR 90
Broadcasting contribution fee (compulsory), monthly	EUR 17,50
+ other incidental and personal expenses (e.g. food, leisure time)	



## Accommodation

**We are not able to provide rooms for the students during the Erasmus+ exchange period.** Students have to find accommodation on their own. Please arrange your housing matters as early as possible. Further information about housing can be found here:

[www.uni-stuttgart.de/en/study/living-in-stuttgart/housing/index.html](http://www.uni-stuttgart.de/en/study/living-in-stuttgart/housing/index.html)

We strongly recommend to apply as soon as possible to the *Studierendenwerk Stuttgart* for a student dormitory:

[www.studierendenwerk-stuttgart.de/en/onlinebewerbung-wohnen](http://www.studierendenwerk-stuttgart.de/en/onlinebewerbung-wohnen)

You do **NOT** need to be officially admitted or enrolled to apply for student housing!

**\* Please note:**

You should not arrive in Stuttgart without having organized a place to stay for the time you are searching for accommodation.

## Health Insurance

In order to be enrolled at the University of Stuttgart, EU citizens are required to hold the European Health Insurance Card. Please do not forget to get the card from your health insurance provider before you come to Germany. Non-EU citizens have to purchase a student health insurance in Germany after their arrival. Please contact: [incoming@ia.uni-stuttgart.de](mailto:incoming@ia.uni-stuttgart.de) for further information.

## Academic calendar 2018/19

<b>Winter semester:</b>	October 1 to March 31
Lecture period in the winter semester: Enrollment (takes place in person after your arrival)	October 15, 2018 to February 9, 2019
<b>Summer semester:</b>	April 1 to September 30
Lecture period in the summer semester:	April 8, 2019 to July 20, 2018

Be aware, you may have exams during the lecture free period!  
Christmas vacation: Sat, December 22, 2018 to Sat, January 5, 2019

## 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](http://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/)

## Web sites of the University of Stuttgart

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

[www.uni-stuttgart.de/en/study/international/](http://www.uni-stuttgart.de/en/study/international/) (study programs)

[www.student.uni-stuttgart.de/studienorganisation/vorlesungsverzeichnis/](http://www.student.uni-stuttgart.de/studienorganisation/vorlesungsverzeichnis/)  
(schedule of lectures)