

Partner Information Form

For Prospective Erasmus – and Swiss European Mobility Incoming Students

Address	Technische Universität München Arcisstrasse 21 80333 München Germany
Head of Institution	Professor Dr. Dr. h.c. mult. Wolfgang A. Herrmann
Internet address	http://www.tum.de/
Erasmus code	D MUNCHEN02

Application Deadline

Deadline for Applications	Winter term (or for an entire year at TUM): 15 st of May Summer term: 31 st of October
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Application Procedure

e-Nomination & necessary application documents

The partner university selects students according to performance, commitment and language skills and nominates them for the exchange semester stay via the web-based platform “moveonnet” (= eNomination). After an acknowledgement-email from TUM, the International Office of the home university sends the application documents to TUM. Applications should include the following documents:

- 1) Online application
- 2) One-page letter of motivation (either in German or English)
- 3) Curriculum vitae (either in German or English)
- 4) Study program (signed and stamped by a departmental coordinator of the students' home institution)
- 5) Transcript of records (all grades attained at university), signed and stamped by the students' home institution
- 6) Document listing the courses students are attending in their current semester (and therefore are not yet listed in the transcript).
- 7) Language certificate (can be issued by home institution)

Further Information www.international.tum.de/en/coming-to-tum/exchange-students/erasmus/

Course Registration and Academic Information

Semester Dates	<p>Winter term: October-March Summer term: April-September</p> <p>For specific dates please look under: www.tum.de/en/studies/application-and-acceptance/dates-and-deadlines/dates-and-deadlines-18/ www.tum.de/en/about-tum/departments/</p>
List of Faculties	<p>https://campus.tum.de/tumonline/webnav.ini (important: students should NOT register at that page! Please just use it without registration)</p> <p>To use the course catalogue, students need to choose the desired language in the top right hand corner (de/en) then select «courses» in the search bar and click on «advanced search». Selecting «English» as the language of instruction will then give them a list of all the courses offered in English in a given semester.</p>
Course Catalogue and Descriptions	
Language Proficiency	<p>Level of proficiency according to agreement (B1 or B2), so that applicants should have sufficient command of German / English to be able to follow lectures without difficulty.</p>
Language of Instruction	<p>German and English. The number of courses offered in English is constantly increasing and TUM offers more than 25 Master's Programmes entirely conducted in English. Please confirm the language of instruction for your courses of interest.</p>
Language Courses	<p>TUM offers German language courses for international students. For details please see: http://www.sprachenzentrum.tum.de/en/homepage/</p>
Semester Workload	<p>15-20 ETCS credits suggested</p>
Examinations and academic Transcripts	<p>If the examination time does not fit into your students plan at home, be aware that <u>earlier or extra examinations for exchange students cannot be arranged</u> at TUM! Exchange students need to attend the exams at the official examination dates. Examination dates vary between the TUM departments but generally take place between February and March (winter term) and between July and September (summer term). For the exact dates one has to contact the departmental coordinator. Transcripts can be downloaded online, even after students have left TUM.</p>
Recognition of courses	<p>Questions regarding recognition of the courses students wish to take at TUM need to be answered by the home university.</p>

Accommodation

Accommodation	<p>The application for the Erasmus and SEMP program at TUM does not include a room offer/ Service package in a dormitory of Munich student union ("Studentenwerk"). Students have to find a room by themselves on the private market with the help of our tips for accommodation search in Munich.</p>
Rooms / Apartments	<p>€ 450 – € 600</p>
Further Information	<p>See "Help for exchange students of other mobility programs (e.g. Erasmus, bilateral agreement etc.)": www.international.tum.de/en/coming-to-tum/exchange-students/accomodation/</p>

Orientation Programme

Orientation Program	TUMi provides an orientation program designed to help students find their way in Munich. The program takes place the first two weeks of October (winter term) and the first two weeks of April (summer term). The program is divided into instructional units that are designed to not only help you get through the paper work upon arrival, but also acquaint you with the cultural possibilities in and around Munich:
Further Information	www.international.tum.de/en/coming-to-tum/tumi/

Estimated Costs of Living

Enrolment fee	Administration fee of € 62 & Solidarity fee of 67,40€: in total 129,40€ / per semester (compulsory for all TUM students) – current status, fee could be changed
Food/meals	€ 200 - € 300 per month
Expenses for books, lecture materials	Approx. € 40 per month
Public transportation	Solidarity fee 67,40€ /per semester (compulsory – see enrolment fee) & Semester Ticket 195,70€ / per semester (optional): www.tum.de/en/studies/semester-ticket/ (current status, fee could be changed)
Personal Expenses: (Phone, Clothing, leisure time, etc.)	€ 150 per month (according to individual needs)
Health Insurance	€ 90 - € 95 per month (not for students with an EHIC-card)
Further Information	See under "Useful information about living in Munich": www.international.tum.de/en/coming-to-tum/exchange-students/

Visa Requirements/Residence Permit Application

Entry Regulations	<p>Applicants from EU/EFTA nations as well as some other nations do not need a visa to study in Germany.</p> <p>Applicants from Non-EU nations normally need a visa to study in Germany. In order to get a visa and the information if they need a visa, they must contact the embassy or consulate of the Federal Republic of Germany in their home country to ask and apply for it. Application for visa is necessary at least 2 months ahead of time. Students cannot travel to Germany on a tourist visa, since this cannot be changed into a student visa! Students that are in Germany on a tourist visa are not entitled to study there. Students from Switzerland who are allowed to enter Germany without a visa have to fill out a residence permit application, which can be obtained at the local Foreigner's Registration Authority.</p>
Further Information	See "Legal Requirements": www.international.tum.de/en/coming-to-tum/exchange-students

Health Insurance

Are students required to purchase health insurance?	Yes, in Germany health insurance is mandatory. One cannot register at TUM without proof of a German national insurance. Students originating from countries in the European Union (EU/EFTA) nations must obtain the International Health Insurance Certification (former E111 or E128) or EHIC-Card from their insurer in their home country and present it to a German national insurer to receive the demanded proof. Students originating from countries outside the EU: To ensure that coverage is sufficient to meet German national standards, it is recommended that students purchase an in-country medical insurance plan. Full coverage for students is around €90-95 monthly. Travel insurances are <u>not</u> accepted:
Further Information	See under "Legal Requirements": www.international.tum.de/en/coming-to-tum/exchange-students

Banking

Must students open a bank account while studying in Munich?	It is highly advisable to open a bank account in Germany. German banks offer accounts free of charge for students. Debit cards from German banks are accepted throughout Europe.
What are acceptable credit cards in Munich?	In Munich all major credit cards are accepted. However, not all stores take credit cards; some shops only accept cash payment. In smaller cities and towns outside of Munich credit cards are not widely accepted.

Additional Information

TUM welcomes students and staff with disabilities	Learn more at: www.tum.de/en/studies/advising/barrier-free-education
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Contact Details

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**Questions regarding
incoming nominations
and applications** Dörte Ptassek
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(all other countries
beside the ones
mentioned at next
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**Institutional Erasmus
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**(Internship, Staff
Mobility)**

**Website for incoming
exchange students** www.international.tum.de/en/coming-to-tum/exchange-students/

TUM Departments: <http://www.tum.de/en/about-tum/departments/>

Departmental Coordinators:

<http://www.international.tum.de/en/contact-and-counseling/international-affairs-delegates/>

TUM Department of	Dept. Coordinator	Phone number 	Email 
TUM Department of Architecture	Yolande Hoogendoorn Contact: Lucia Celinkovic	+49 89 289-22362	international@ar.tum.de
TUM Department of Chemistry	Prof. Dr. Fritz E. Kühn Contact: Dr. Robert Reich und Daniela Fengler	+49.89 289-13025	daniela.fengler@tum.de
TUM Department of Civil, Geo and Environmental Engineering	Nadin Klomke	+49 89 289-22427	n.klomke@tum.de
TUM Department of Electrical, Electronic and Computer Engineering	Prof. Dr. Eckehard Steinbach Contact: Heike Roth	+49 89 289-28235	heike.roth@tum.de
TUM Department of Informatics (Computer Science)	Dr. Angelika Reiser Contact: Martina v. Imhoff	+49 89 289-17284	student-exchange@in.tum.de
TUM Department of Mathematics	Carola Jumpertz	+49 89 289-17552	jumpertz@ma.tum.de
TUM Department of Mechanical Engineering	Saskia Ammon	+49 89 289-15021	saskia.ammon@mw.tum.de
TUM School of Medicine	Jaqueline Emmerich (stand-in) (U. v. Wolfersdorff - on parental leave)	+49 89 4140-6305	International.mec.med@tum.de
MCTS (Munich Center for Technology in Society)	Dr. Elisabeth Zellmer Contact: Felix Korts	+49 89 289- 25593	felix.korts@tum.de
Munich School of Engineering	Olga Marini (stand-in) (U. v. Dr. Katja Block - on parental leave)	+49 89 289-52709	exchange@mse.tum.de
TUM Physics Department	Maria Eckholt	+49 89 289-14461	international@ph.tum.de
TUM Department of Sport and Health Sciences	Gabi Fried	+49 89 289-24625	gabi.fried@tum.de
TUM School of Education	Prof. Dr. phil. Doris Lewalter Contact: Natalja Kreuzer	+49 89 289-24333	studienberatung@edu.tum.de
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TUM School of Governance	Prof. Dr. Miranda Schreurs Contact: Wienke Strathern	+49 89 907793 220 +49 89 907793 077	miranda.schreurs@hfp.tum.de Wienke.strathern@hfp.tum.de

TUM School of Life Sciences Weihenstephan:

Agricultural and Horticultural Sciences	Astrid Hotz (stand-in) (L. Menapace - on parental leave)	+49 8161 71 – 5180	astrid.hotz@tum.de
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Brewing and Food Technology	Dr. rer.nat. Ludwig M. Niessen	+49 8161 71-5496	niessen@wzw.tum.de
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Landscape Architecture and Landscape Planning	Andreas Printz	+49 8161 71-3714	aprintz@wzw.tum.de
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