



Information for Erasmus students for the academic year 2017/18

How to apply

Please proceed according to the following **four steps**.

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

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

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**:

- a passport sized photo
 - 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 English¹
-
- 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 will 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 and send it to: incoming@ia.uni-stuttgart.de.

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 (or B1 before).
- 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 Office of International Affairs 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.

¹ More information regarding the language skills and how to proof your language skills can be found here: http://www.ia.uni-stuttgart.de/internat/bewerber/program/Erasmus/faq_erasmus/index.en.html

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

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:

<http://www.ia.uni-stuttgart.de/internat/bewerber/program/Erasmus/application/index.html>

C@MPUS will be open for applications of non-degree program students within a certain period of time. We will inform you about the application period after your nomination. Please don't apply before that time.

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 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)

Please continue with the **enrolment** 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

Cost of living

Monthly cost of living expenses

about 750 EUR

including:

Accommodation	between 300 and 400 EUR
Health insurance (compulsory):	approx. 80 EUR
Semesterticket (for public transport - per semester)	approx. 200 EUR
Student administration fee (per semester):	approx. 106 EUR
Broadcasting Contribution fee (Rundfunkgebühr)	17,50 EUR
+ other incidental and personal expenses (e.g. food, leisure time)	

Intensive German course (IGC)

The University of Stuttgart offers an intensive German language course for visiting program students within partnership and ERASMUS programs. 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. **You can register for the course via your Mobility-Online account.**

	Course duration	Date of arrival	Registration deadline
winter semester	01.09 – 06.09.2017	01.09.2017	June 1, 2017
summer semester	01.03 – 06.04.2018	01.03.2018	December 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 for students who do not participate in the intensive German course

We expect of our visiting program 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.

More information can be found here:

<http://www.ia.uni-stuttgart.de/internat/bewerber/program/orientation/index.en.html>

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:

<http://www.ia.uni-stuttgart.de/internat/studierende/practical/accomm/private/index.en.html>

We recommend strongly to apply as soon as possible at the Studierendenwerk Stuttgart for student dormitory: <https://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 organised a place to stay for the time you are looking for a room.

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 for further information.

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 **visa** at the German consulate of their home country approximately 6 months previous to their arrival in Stuttgart.

Academic calendar in the academic year 2017/18

Winter semester:

Lecture period in the winter semester:

October 1 to March 31

October 16, 2017 to February 10, 2018

Summer semester:

Lecture period in the summer semester:

April 1 to September 30

April 09, 2018 to July 21, 2018

Be aware, you may have exams during the lecture free period!

Web sites of the University of Stuttgart

<http://www.uni-stuttgart.de/home/fakultaeten/index.en.html>

(departments of the university)

www.uni-stuttgart.de/ia/internat/studying/index.html

(study programs)

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

(schedule of lectures)

Buddy program ready.study.stuttgart

In order to facilitate your first steps after your arrival in Stuttgart we offer our buddy program. For further information please visit the following link:

www.ia.uni-stuttgart.de/internat/studierende/services/buddyprogramm/programmstudierende.en.html