

## SEMESTER AT DHBW STUTT GART

### FACT SHEET 2020/21 (15/07/2020)

GENERAL INFORMATION		
<b>Name of institution</b>	Duale Hochschule Baden-Württemberg Stuttgart Baden-Wuerttemberg Cooperative State University Stuttgart (DHBW)	
<b>ERASMUS ID code</b>	D STUTTGA10	
<b>Country</b>	Germany	
<b>Address</b>	DHBW Stuttgart Auslandsamt / International Office Rotebühlstraße 133 70197 Stuttgart	
<b>Internet</b>	<a href="http://WWW.DHBW-STUTT GART.DE/INCOMINGS">WWW.DHBW-STUTT GART.DE/INCOMINGS</a>	
<b>E-mail</b>	<a href="mailto:incoming@dhbw-stuttgart.de">incoming@dhbw-stuttgart.de</a>	
<b>Head of the International Office</b>	Mrs. Dorte Söchting	
<b>E-mail</b>	<a href="mailto:DORTE.SUECHTING@DHBW-STUTT GART.DE">DORTE.SUECHTING@DHBW-STUTT GART.DE</a>	
NOMINATION DEADLINE FOR PARTNER UNIVERSITIES		
The nomination should be processed between designated staff members at the home and the host institution, not on an individual basis.		
<b>Winter semester</b>	<b>International Study Programme 30.04.</b>	
<b>Summer semester</b>	<b>International Study Programme 01.10.</b>	
<b>Information required</b>	Name, surname, date of birth, study course, e-mail	
APPLICATION PROCESS FOR STUDENTS		
The application should be processed between designated staff members at the home and the host institution, not on an individual basis.		
<b>Deadlines</b>	<b>Winter Semester</b>	<b>15.05.</b>
	<b>Summer Semester</b>	<b>31.10.</b>
<b>Documents required</b>	<p>Send <u>via email</u> to <a href="mailto:international@dhbw-stuttgart.de">international@dhbw-stuttgart.de</a></p> <ul style="list-style-type: none"> <li>• Application form</li> <li>• List of courses at DHBW Stuttgart</li> <li>• Transcript of records</li> <li>• ERASMUS Learning Agreement <i>(for ERASMUS-students only)</i></li> <li>• Copy of the general university entrance qualification</li> <li>• Proof of funding (EUR 853,00 per month <i>for non-European students only</i>)</li> <li>• Language certificate: DAAD, TOEFL or IELTS</li> <li>• Proof of travel insurance (from departure day until start of semester, <i>for non-European students only</i>)</li> <li>• Copy of the European health insurance card <i>(EHIC for European-students only)</i></li> <li>• Personal statement</li> </ul>	

	<ul style="list-style-type: none"> <li>• Reference letter</li> <li>• Copy of student ID</li> <li>• Copy of passport</li> <li>• Passport-sized photo (360x480 pixel) in JPG format</li> </ul>
	<p>Students are asked to transfer EUR 120.40 to the Studierendenwerk Stuttgart (student services) before their arrival in order to receive their student ID.</p> <p>Students will be informed about the bank details after the application documents have been received.</p>

<b>ACADEMIC INFORMATION</b>	
<b>WINTER SEMESTER 2020/21 (September – February)</b>	
For exact dates, please contact the International Office. The dates depend on the courses chosen and year of study.	
<b>Arrival and Introduction Period</b>	Starting <b>2 September</b> and including our Welcome Days, an optional German Language Intensive course and the seminar “Intercultural Training Germany”.
<b>Classes in the International Study Programme</b>	October – December
<b>Classes in the Regular Study Programme</b>	September – February
<b>SUMMER SEMESTER 2021 (March – August)</b>	
For exact dates, please contact the International Office. The dates depend on the courses chosen and the year of study.	
<b>Arrival and Introduction Period</b>	Starting <b>1 March</b> and including our Welcome Days, an optional German Language Intensive course and the seminar “Intercultural Training Germany”.
<b>Classes in the International Study Programme</b>	April – June
<b>Classes in the Regular Study Programme</b>	March – August
<b>PUBLIC HOLIDAYS 2020/2021</b>	
German Unification Day	3 October
All Saints’ Day	1 November
Christmas	24/25/26 December
New Year’s Eve	31 December
New Year’s Day	1 January
Epiphany	6 January
Good Friday	2 April
Easter	5 April
Labor Day	1 May
Ascension Day	13 May
Pentecost	24 May
Corpus Christi	3 June

**PROGRAMME INFORMATION**

<p><b>Classes in English from the International Study Programme (ISP)</b></p>	<p><a href="http://www.dhbw-stuttgart.de/themen/internationales/international-students/exchange-students/academic-information/">HTTP://WWW.DHBW-STUTT GART.DE/THEMEN/INTERNATIONALES/INTERNATIONAL-STUDENTS/EXCHANGE-STUDENTS/ACADEMIC-INFORMATION/</a>  <b>16 week programme / class period:</b>                  September/October – December (winter semester)                  March – June (summer semester)                  Please note that the classes may change depending on the number of applicants for the specific class.</p>
<p><b>Classes in English from the Regular Study Programme (RSP)</b></p>	<p>Dates depend on the respective department holding the desired lectures. Students who consider taking RSP classes please contact the International Office for more information.</p>
<p><b>Regular courses in German</b></p>	<p>Students who consider taking curriculum classes taught in German need to check the information of the respective department on the German website  <a href="http://www.dhbw-stuttgart.de/themen/studienangebot/">HTTP://WWW.DHBW-STUTT GART.DE/THEMEN/STUDIENANGEBOT/</a>                  and contact the International Office.</p>
<p><b>Language(s) of instruction</b></p>	<p>English (and/or German)</p>
<p><b>Academic requirements</b></p>	<p>Minimum grade point average (GPA) of previous study year recommended of at least <b>2.5</b></p>
<p><b>Language requirements</b></p>	<p>Exchange and programme students are required to submit proof of their proficiency in English or German according to the course selection. We accept DAAD-language certificate or compatible (f. ex. TOEFL IBT 79, TOEFL PBT 550, TOEFL ITP 550, TOEIC 765, IELTS 6) certifying at least level B2.</p> <p>Native English speakers along with students who are taking their degree programme in English are exempted. Partner institutions are expected to select students who meet these requirements.</p>
<p><b>German Language Intensive Course</b></p>	<p>DHBW offers a 3 week intensive German language course upon arrival, where students learn basic language skills for their stay in Germany.</p>
<p><b>Language classes (English and German)</b></p>	<ul style="list-style-type: none"> <li>• German language and culture class at DHBW Stuttgart</li> <li>• German and English courses at one of the language schools in Stuttgart (optional, subject to fees)</li> </ul> <p>Students have a chance to attend extracurricular German and/or English language classes for a fee before the semester start or during the semester. For more information, please contact the International Office.</p>
<p><b>Programme related information</b></p>	<p>Programme specific questions (e.g. transcript of records, course information, learning agreements) will be forwarded to the departmental coordinators (therefore, it can take a bit longer before you receive a reply).</p>
<p><b>Local credit system</b></p>	<p>ECTS</p>

<b>Minimum and maximum credits per semester</b>	Min. 5 ECTS / Max. 30 ECTS
<b>Grading system</b>	1.0 - 1.5 Very good 1.6 - 2.5 Good 2.6 - 3.5 Satisfactory 3.6 - 4.0 Pass 4.1 - 5.0 Fail
<b>PRACTICAL INFORMATION</b>	
<b>Tuition fees</b>	There is no tuition fee at the university for exchange students from partner universities. Students have to pay approximately EUR 120.40 / semester to student services (Studierendenwerk Stuttgart). This includes European students (incl. ERASMUS-students).
<b>Housing options</b>	<b>Student dormitory</b> <a href="https://www.studierendenwerk-stuttgart.de/en/accommodation/online-application/">HTTPS://WWW.STUDIARENWEEK-STUTTGAART.DE/EN/ACCOMMODATION/ONLINE-APPLICATION/</a> Moving in to student dormitories on 01/09. or 01/03. Rent is available only for 6 months. Type of housing: single rooms or rooms in shared flats with between 2 and 10 rooms. <b>Cost:</b> Depending on the size, EUR 250.00 – 400.00 per month. This includes all overheads such as electricity, water and heating, sometimes also internet connection. <b>Prices are subject to change.</b> <b>Deposit:</b> EUR 700.00 including EUR 300.00 as partial payment of the first month's rent.
<b>Health insurance</b>	<b>Non-European students:</b> Non-European students need to arrange their own travel insurance from the day of your departure until the semester at DHBW starts. Once the semester starts, German public health insurance is mandatory. The International Office will organize German public health insurance registration during the first week of the semester. Costs are approximately EUR 105.00 per month. <b>European students:</b> European students need the European Health Insurance Card (EHIC) from their insurance company in their home country.
<b>Visa requirements</b>	Non-European students seeking to study in Germany must have a student visa, which can be obtained in the nearest German Embassy or Consulate in your home country.
<b>Monthly costs</b>	<b>Accommodation:</b> A single room costs depending on size, EUR 250.00 - EUR 400.00 per month. <b>Semester transportation ticket:</b> Approximately EUR 210.00 for the whole semester. <b>Public health insurance:</b> Approximately EUR 105.00 per month

	<p><b>Fee for media use:</b> Approximately EUR 17.50 per month</p> <p><b>Internet in the dorm (when not included):</b> Approximately EUR 10.00 per month</p> <p><b>Personal expenses</b> Variable</p>
<b>Buddy Programme / Culture Connection</b>	Each international student is paired with a German student before arrival as a contact person in the first weeks. Our international students club Culture Connection organizes free-time activities for international and German students.

### DHBW STUTTGART POLICY FOR FOREIGN STUDENTS

- **WELCOME DAYS**  
Students must attend the orientation week (1<sup>st</sup> week of September / 1<sup>st</sup> week of March)
- **ATTENDANCE**  
Students must attend 80 % of the classes in order to receive the required ECTS and mandatory English courses if advised to. Otherwise the International Office is compelled to inform the coordinator at the home university and students may not be allowed to participate the final exams.
- **PUNCTUALITY**  
Students must be on time for the classes and other appointments with staff members.
- **BEHAVIOUR**  
Students must behave in a proper manner during their stay at DHBW Stuttgart (during lectures and in their free time, in the dorms, especially). Students have to be aware that they represent not only themselves, but also their families, their university and their home country, as well as DHBW Stuttgart.
- **WORKING DAYS**  
Working days in Germany are from Monday to Friday.
- **RELIGIOUS CEREMONIES**  
DHBW Stuttgart is happy to welcome students to the university from various religious backgrounds. We understand that students may need to attend religious ceremonies during class time and we are willing to excuse absences under these circumstances. The lecturer should be informed in case of absence.
- **PRIVATE ACTIVITIES**  
When students come to Germany to study, any private activity or work they undertake must not interfere with their studies. Course work and university attendance can be affected as a result of travelling or working too much.