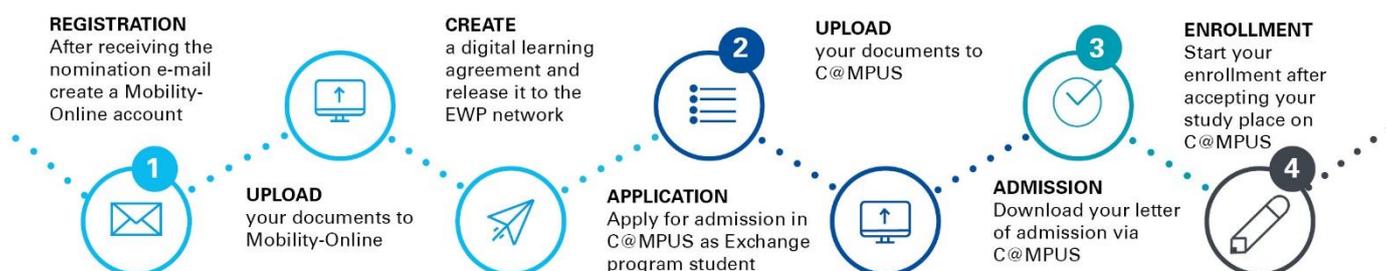


Erasmus + students Information

Academic
year
2023/2024



How to apply

Please proceed according to the following four steps:



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



Deadlines: May 1, 2023 (winter semester 2023/24)
November 1, 2023 (summer semester 2024)

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 an e-mail from the Mobility-Online portal.

Required documents

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

- Passport-sized picture
- Current **transcript of records** from your home university (either in English or in German*)
- **Confirmation of academic supervision** from your academic supervisor in Stuttgart (if you are planning to write a thesis)
- (obligatory) registration for the **intensive German course** (IGC); see details below
- **Proof of language skills** depending on the language of instruction of the courses. Please note that your language skills have to be clearly indicated (A1 to C2).

For courses taught in **German**

| Your German + English proficiency by the registration deadline | Participation in the intensive German course (course fee € 250) |
|--|---|
| C 1 GER | not offered |
| B 1 GER or B 2 GER | optional (if offered) |
| A 2 GER + B 2 ENG | mandatory |



Instruction video on how to use Mobility-Online



Instruction video on how to upload documents



Instruction video on how to provide a DLA

A quick hint in between: What is the difference between Mobility-Online and C@MPUS?



For courses taught in **English****

| Your English + German proficiency by the registration deadline | Participation in the intensive German course (course fee € 250) |
|--|---|
| B 2 ENG + A 1 GER | optional but highly recommended |
| B 2 ENG + none GER | mandatory |

*** Required are the original and an official translation into German or English** from a sworn translator or a verified translation of your home university (confirmed by stamp and/or signature).

After you have uploaded your complete documents, the International Office will check them, as well as your academic Erasmus+ advisor who will sign last the learning agreement on Mobility-Online.

**** English-taught Bachelor courses are rare. Courses in international MSc programs (taught in English) can only be taken on request.**
Prerequisite: You are in your 3rd or 4th year of study. Please contact your academic Erasmus+ advisor for further information.

The **digital learning agreement (DLA)** is your study plan for your stay in Stuttgart: Which courses do you want to attend and how many ECTS you will receive for them. Information on which courses to choose from, you can find below in the chapter about 'Course information'. You need to submit the digital learning agreement **before** the application deadline (May 1 / November 1). **If you have any questions on how to create a digital learning agreement, please contact your home university.**

Strictly taken, the DLA is not a document as it can be solely created in the database used by your home university. The DLA needs to be digitally signed by you and your home university; afterwards, it needs to be digitally transferred from your home university's system to ours. Please note: **A pdf document sent via e-mail is not considered a digital learning agreement!** As of the summer semester 2023, **the University of Stuttgart only accepts digital learning agreements.**

Mobility-Online is the database where you need to register for your exchange semester at the University of Stuttgart, e.g. you need to upload your proof of language skills, you can register for the intensive German course and you can provide us with your arrival and departure date.

C@MPUS is the official campus management portal of the University of Stuttgart. From applying for admission through the enrollment process to exam registration, C@MPUS is the first place to go for all administrative matters.

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

| | |
|---|--|
| ➔ | <p>Deadlines: June 1, 2023 (winter semester 2023/24) December 1, 2023 (summer semester 2024)</p> |
|---|--|

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

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

Information about the online application for admission can be found here:

 www.uni-stuttgart.de/en/study/application/international-non-degree/erasmus/

C@MPUS will be open for **applications** from exchange program students **starting on May 1** (winter semester) or **Nov 1** (summer semester). **Please do not apply before those dates!**

Mobility-Online and C@MPUS do not share any of your information, which means that you have to enter your data twice.

 Follow the instructions given and upload:

- Current **transcript** of records from your home university (either in English or in German*)
- **Higher education entrance qualification** (e.g. baccalauréat, high school diploma etc. either in English or in German*)

* **Required are the original and an official translation into German or English** from a sworn translator or a verified translation of your home university (confirmed by stamp and/or signature).



3. Admission via C@MPUS

If your Mobility-Online registration and your C@MPUS application are correct and complete by the given deadline, you will be able to download your **letter of admission** (Zulassungsbescheid) from C@MPUS no later than four weeks after the deadline.



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

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

If you arrive after September 15 / March 15, we recommend that, you start your enrollment while still abroad.

➔ Please also take the time to read the next pages, as you will find further important information about your exchange semester!

Further important information

Visa regulations **Students from the UK, 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 those mentioned above must apply for a student visa at the German consulate of their home country at least four to five months before 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 in Germany, once the visa expires (if it expires before the end of the mobility).

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.

Intensive German course (IGC)

The University of Stuttgart offers an intensive German course to exchange 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, information on living in Germany, etc.). Please note: A course fee of EUR 250 will be charged and has to be paid **by the student**. **Please register for the course via your Mobility-Online account.**

| | Course duration | Date of arrival | Registration via Mobility-Online until |
|------------------------|-----------------|--------------------|--|
| Winter semester | To be announced | Fri, Sept 1, 2023 | May 1, 2023 |
| Summer semester | To be announced | Fri, March 1, 2024 | November 1, 2023 |

Please note: In the **winter semester**, we offer intensive German courses for students who can prove a maximum **level of B2** by the time of registration.

In the **summer semester**, we offer intensive German courses for students who can prove a maximum **level of B1** by the time of registration.

Only students who are present from the first day onwards can attend the German course and participate in the following extensive German course during the semester.

Course information

Information about courses offered at the University of Stuttgart can be found on the following websites:

<https://www.uni-stuttgart.de/en/study/study-programs/index.html>

(list of all study programs)

<https://www.student.uni-stuttgart.de/en/organizing-studies/lecture-index/index.html>

(course catalogue)

<https://www.uni-stuttgart.de/en/university/faculties-institutes/index.html>

(faculties and institutes)

Bachelor's or Master's thesis

Incoming students who would like to write a **Bachelor's or Master's thesis** at our university are highly recommended 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 an academic supervisor during the exchange semester.
- **2nd semester:** The incoming student may write the thesis if s/he has found a thesis topic and an academic supervisor. If not s/he 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 an academic 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.

Orientation days in April/October

We expect our **exchange students who do not attend the intensive German course** to attend our orientation days before 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): Beginning of October 2023 (winter semester,)/ Beginning of April 2024 (summer semester).

Cost of living

| Monthly cost of living expenses | approx. EUR 940 |
|--|-----------------------------|
| Accommodation | between EUR 350 and EUR 500 |
| Semester ticket (for public transport - per semester) | approx. EUR 210 |
| Semester contribution (per semester): | approx. EUR 145 |
| Health insurance (if compulsory): | approx. EUR 120 |
| Broadcasting contribution fee (compulsory), monthly | approx. EUR 18 |
| + other incidental and personal expenses (e.g. food, leisure time) | |

Please make sure to consider **potential costs during the application and admission period** for things such as your visa, the IGC (250 EUR), caution fee for the dorm room + first rent (approx. 700 EUR), train/flight to Stuttgart, etc.!

Accommodation

We might be able to reserve a dorm room for Erasmus+ students as long as they have applied through the portal of our main dorm provider, the Studierendenwerk Stuttgart (SWS) by the provided deadline. A guideline for the application via the SWS portal can be found in the download area of Mobility-Online.

🔗 www.studierendenwerk-stuttgart.de/en/onlinebewerbung-wohnen

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

If you prefer to find accommodation on your own, please arrange your housing matters as early as possible. It is extremely difficult to encounter a private room in Stuttgart. Further information about housing can be found here:

🔗 www.uni-stuttgart.de/en/study/living-in-stuttgart/housing/index.html



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 student health insurance in Germany after their arrival.

Exceptions: Citizens from countries that have a social security agreement (Norway, Serbia, Switzerland, and Turkey) have to bring a valid certificate of health insurance from their home insurance provider to be exempted from the mandatory student health insurance. The International Office will provide further information after your arrival. Please contact incoming@ia.uni-stuttgart.de for additional details.

Academic calendar

| | |
|--|---|
| Winter semester: | October 1 to March 31 |
| Lecture period in the winter semester: | Mon, October 16, 2023, to Sat, Feb 10, 2024 |
| Summer semester: | April 1 to September 30 |
| Lecture period in the summer semester: | Mon, April 8, 2024, to Sat, July 20, 2024 |

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

Christmas vacation: Sat, Dec 23, 2023, to Sat, Jan 6, 2024

Buddy program ready.study.stuttgart

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:

www.uni-stuttgart.de/en/study/international/ready-study-stuttgart/pick-up/