



STUDENT EXCHANGE FACT SHEET (2024/25)

Name of Institution	Heidelberg University
Website of Institution	http://www.uni-heidelberg.de/index_e.html

Contact Information

Name of International Office	International Relations Office
Address	Seminarstr. 2 69117 Heidelberg Deutschland Tel.: +49 6221 54-12741 Fax: +49 6221 54-2332
Studying at Heidelberg University & Study programs	https://www.uni-heidelberg.de/en/study https://www.uni-heidelberg.de/en/study/all-subjects
Website for exchange students	https://www.uni-heidelberg.de/en/study/international-studies/studying-in-heidelberg/destination-heidelberg
Heads of International Office (name & position)	Dr. Alexander Au (Director) aaa@zuv.uni-heidelberg.de Tel.: +49 6221 54-12700
Coordinators for exchange program (name / position / contacts)	Tracy Chan (Ms.) (Exchange Coordinator) tracy.chan@zuv.uni-heidelberg.de Tel.: +49 6221 54-12732
Assistants incoming	Keelan Mortensen/ Sophia Tismer exchange2@zuv.uni-heidelberg.de Tel.: +49 6221 54-3807

Student Exchange Information

Beginning and end of lectures (examination dates <i>not</i> included!)	<u>Semester 1 (winter semester)</u> October 14, 2024 till February 8, 2025	<u>Semester 2 (summer semester)</u> April 14, 2025 till July 26, 2025
Expected arrival dates for exchange students	Semester 1: Early October (early September for language course)	Semester 2: Early April (early March for language course)
Orientation programme	Semester 1: The week before the term starts	Semester 2: The week before the term starts
Buddy programme	The International Relations Office offer a buddy programme for new students.	You can contact them via email: International Relations office: buddy-programm@zuv.uni-heidelberg.de
Application deadlines	Application for winter semester (WS): June 15 Application for summer semester (SS): December 15	
Application procedures	<ol style="list-style-type: none"> 1) Please nominate selected students before May 15 (WS) or November 15 (SS) (by using the nomination sheet attached) 2) Online application open from May 15 to June 15 (WS) or November 15 to December 15 (SS). 3) Further information: https://www.uni-heidelberg.de/en/study/international-studies/studying-in-heidelberg/destination-heidelberg/preparing-your-stay 	
Application materials	<ol style="list-style-type: none"> 1) Online application for admission as exchange student (details in a separate e-mail for exchange students) 2) Transcript 3) Copy of Passport 4) Photo 5) Invitation letter of academic supervisor at Heidelberg University (PhD candidates only) 6) Certificate of exmatriculation (if they studied at a German university before) 	
Supporting documents required for enrolment	For academic enrolment: <ol style="list-style-type: none"> 1) Passport 2) Proof of health insurance 3) Admission letter 	
Visa requirements	Student visa	
Courses available to exchange students	Course list: http://lsf.uni-heidelberg.de/ The language of instruction is indicated in the column next to the lecture's content.	
Restricted disciplines for exchange students	The Medical Faculty is <i>not</i> open to exchange students. Limited access to English taught MA Courses (admission needs to be negotiated with the relevant department on individual basis)	
Maximum number of units/credits that a full-time exchange student can study each semester	30 ECTS maximum	
Academic requirements and compulsory language requirements for exchange students	A minimum GPA of 3.0 on a 4.0 scale Minimum language requirements: CEFR English level B1 or German level B2, or equivalent	

Housing

Accommodation	<p>Student residences at Heidelberg University are administered by the <i>Studierendenwerk</i>, an independent organisation providing various services to the student population. Although the number of available rooms is quite limited (only ~15 per cent of all Heidelberg students can be housed in student residences), the <i>International Relations Office</i> cooperates with the <i>Studierendenwerk</i> to secure rooms in student residences for international exchange students coming to Heidelberg.</p> <p>Students usually stay in single rooms sharing kitchen and bathrooms in groups of 2 – 4, or in dormitories with kitchens and bathrooms on each floor. There is also a small number of single apartments available. The residences are located in different parts of the city and very close to public transport. Shopping areas are usually nearby. More detailed information about student residences (including pictures of each residence) is available online at https://www.stw.uni-heidelberg.de/en/wohnheime</p>
Application procedure for housing	<p>No separate housing application for exchange students <u>except in subject-related programs</u>: Students in the bilateral exchange program apply by ticking the relevant box in the online application. Students in other programs should apply via the link below <u>as early as possible</u> (admission letters and other information can be submitted at a later date). https://www.stw.uni-heidelberg.de/en/node/99? Scroll down for information, application and private housing</p>
Other facilities for students	Sports centre, swimming pool, library, computer centre, cafeteria

Fees and Others

Expenses at the beginning of your stay	<p>(1) Refundable deposit for your room € 450 (2) Student Service fee: € 81.05</p>
Monthly costs (for reference only)	<p>(3) Housing: from € 270 to € 400 (4) Meals: ~ € 3.80 for a warm meal in the canteen/"Mensa" (5) Expenses for public transportation: JugendticketBW (for students under 27) € 30.42 or Deutschlandticket (for all means of local transportation in the whole Germany) € 49 (6) Others: living expenses ~ € 200-300</p>

Insurance

Health insurance requirements	Sufficient health insurance required, e.g. student state health insurance, costs ~ € 110 per month
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Admission Letter and Transcripts

When will students receive the acceptance letter?	July (WS) resp. January (SS)
When will transcript be released?	After students present their records (Scheine) to the Coordinator at IRO

Financial Statement

Residence permit requirements	<p>A statement of financial support with the required amount 935 Euro per month in the form of a bank statement, a notarized letter stating the support of your parents/guardian, a blocked bank account etc. (A sample will be provided.)</p>
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