

IMPORTANT INFORMATION FOR EXCHANGE STUDENTS
SPRING/SUMMER SEMESTER 2020

Dear Student,

In the following you find very important and useful information for your stay at Ulm University of Applied Sciences (Technische Hochschule Ulm). Please read it carefully!

If you are an **ICEP**, **IEEP**, **SPEEC** or **SPiB** student, please do also read the corresponding course brochures with detailed information on the contents of the courses:

www.hs-ulm.de/internationals (Downloads)

Arrival (Group 1):	March 1st, 2021 You will have to arrive in Ulm on this day between 9.00 a.m. and 3.00 p.m. to move into your dorm.
Registration (obligatory)	March 2nd, 2021, 9.00 a.m. Campus Prittwitzstrasse 10, Room E 03a
Orientation program: (Opening bank accounts, registration at the city of Ulm, e.g.)	March 3rd – March 16th, 2021
Pre-semester courses: 1. German as a Foreign Language for absolute beginners 2. Ankommen in Deutschland German language and Culture (some German knowledge required)	March 3rd – March 16th, 2021 March 3rd – March 10th, 2021

Regular semester times (SPEEC/SPiB-Program, German taught classes):

Start of regular semester:	March 16 th , 2021, 9.50 a.m.
No classes at: Easter Labour Day Ascension Day Pentecost Corpus Christi	April 2 nd – April 5 th , 2021 May 1 st , 2021 May 13 th , 2021 May 22 nd – June 6 th , 2021 June 3 rd , 2021
Examination weeks	July 12 th – July 23 rd , 2021

Dates for IEEP and ICEP students who do NOT participate in the German intensive course

Arrival (Group 2):	April 6th, 2021 You will have to arrive in Ulm on this day between 9.00 a.m. and 3.00 p.m. to move into your dorm.
Registration and Orientation program (obligatory)	April 7th, 2021, 9.00 a.m. Campus Prittwitzstrasse 10, Room E 03a
Classes start	April 8th, 2021
Final exams (will be announced separately)	June 14th – June 30th, 2021
Departure:	June 30th, 2021

- International Office -

Housing information

The housing information will be sent to you by e-mail after the International Office has received the housing contract from the *Studierendenwerk* / housing office.

Bedding will be provided for all international students for the whole duration of your stay for a one-time fee of €30. Furthermore, the *Studierendenwerk* will charge you a processing fee of €20 (subject to alteration of prices).

All the above mentioned amounts will be withdrawn from your bank account together with the rent of the first month. We will assist you in opening a German bank account from where the rent and the initial one-time payments will be automatically withdrawn.

Rooms in dorms have internet access.

Finances

During your stay you have to have access to the amount of money you need for your rent, living expenses, health insurance and fees. We recommend to bring enough money for the first 3 weeks and to transfer the rest into your German bank account after your arrival.

You also may use your credit card to withdraw cash at the bank and deposit it immediately into your German bank account.

PLEASE NOTE: NO TRAVELLER CHECKS AND NO PERSONAL CHECKS ARE ACCEPTED. DO NOT BRING YOUR FUNDS IN THIS FORM!

Your German bank account will be established by us before your arrival. It is an international bank account and free of charges for all students under the age of 27.

This bank account will be activated with your signature that you give in person at an appointment we set up for all international students. Afterwards you are able to use it right away – you are able to deposit money in it at this appointment.

How to get to Ulm:

Our tutors can pick you up at the main train station in Ulm. Please let us know your arrival date and time at least **3 weeks in advance** (Anita.Everett@thu.de). Please call the International Office once you have arrived at the Ulm main train station (Tel: 0731-5028457). The tutors may accompany you to the Technische Hochschule Ulm and to your dorm.

Train connections: there are different types of trains: ICE and IC (quicker but more expensive), IRE/RB/RE (cheaper but slower) you can check at www.bahn.de.

From Stuttgart Airport (approx. 2 hours):

Take the underground (S-Bahn) S2 or S3 to Stuttgart main train station (Hauptbahnhof – Hbf.). It will take you about 30 minutes. At the main train station take a train to Ulm. Trains leave to Ulm about every hour.

From Frankfurt Airport (approx. 2,5 hours):

There are direct trains to Ulm from Frankfurt Airport. Trains leave to Ulm about every hour.

- International Office -

From Munich Airport (approx. 2,5 hours):

Take the underground to Munich main train station (Hauptbahnhof – Hbf.). It will take you about 40 minutes. At the main train station take a train to Ulm. Trains leave to Ulm about every hour.

Important: if you take IRE/RB/RE (slow) trains, be sure to get in the right part of the train since the train splits and only the front part goes to Ulm.

From Ulm main train station to Technische Hochschule Ulm:

If you give us a call we will pick you up at the main train station. Otherwise take bus no. 7 to bus stop “Kliniken Michelsberg” and walk down the hill.

Arrival in Ulm:

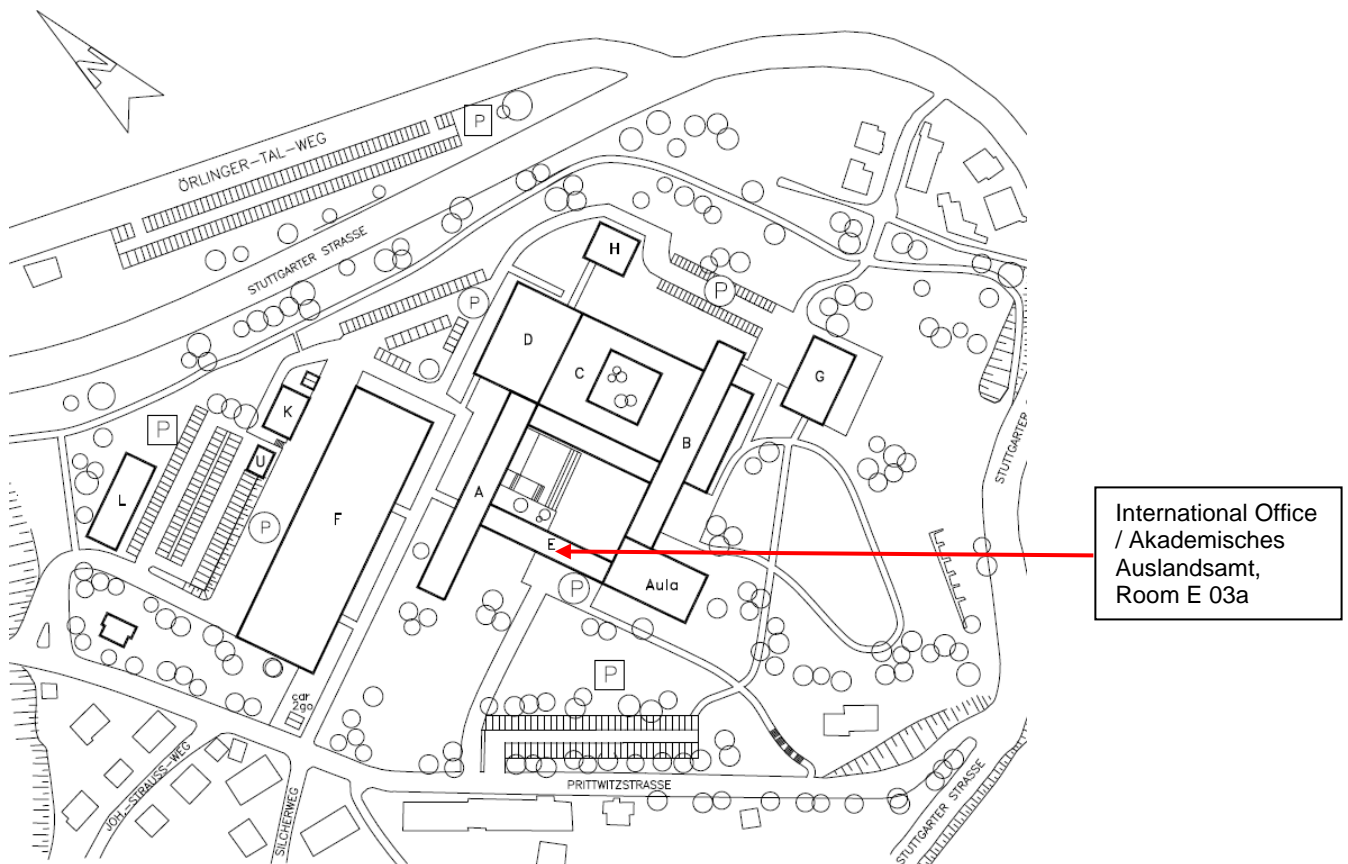
Once you arrive at the train station in Ulm, please call the International Office, Anita Everett so that we can send you a tutor who will bring you the keys of your room and accompany you there.

Local Call: 5028457

Call within Germany: 0731-5028457

Please make every effort to be at the International Office at the given time (see above) and bring the required documents and money for the enrolment.

Address: Prittwitzstraße 10, Room E 03a



- International Office -

During the orientation week

During the registration procedure we expect you to come to the International Office, Prittwitzstraße 10 (Downtown campus), Room E 03a (Akademisches Auslandsamt). We strongly recommend that you make every effort to meet the given arrival date and to attend the registration and orientation day(s). By then we will give you some first instructions, help you through bureaucratic procedures, and inform you about your program.

Important documents you should bring on the 2nd day:

In order to have a good start at our institution, please do not forget to bring the following:

- **Passport**
- **4 passport-sized photographs** (for ID), if not already handed in with your application
- **An ORIGINAL proof of valid health insurance in Germany and Europe.** All Non-European students must sign for a German insurance policy which will cost you around € 100 per month.
- **Proof of financial support for the Immigration Service:** either a confirmation of scholarship or a declaration from parents/husband/wife or a copy of bank statement. This proof is to show that you have financial support for your studies here (required are approx. € 861 per month)

Orientation Week

Every student will be accompanied by a student tutor to help you organize your life in Ulm and at Technische Hochschule Ulm und who will answer your every-day questions.

The International Office will collect your passports and bring them to the registration office in Ulm which is called **“Einwohnermeldeamt“, Olgastraße 66, 89073 Ulm** and register you in Germany.

Every student will get a computer account at the „Informations- und Medienzentrum“ (Center for Information Infrastructure and Media). The computer rooms are open from Monday till Friday from 7.30 a.m. until 7 p.m.

The International Office will go with you to the bank and open up an account for your time in Ulm with **“Sparkasse Ulm“, Neue Straße 66, 89073 Ulm**

To pay your rent you will have to give your account number to the International office. The monthly rent will be taken from your account on the 3rd of each month. Please make sure to have enough money on your account.

Every student has to pay an **activity fee of €93** (subject to change) to the association of student affairs to get the Student ID Card. With the student ID you can use the city buses for free every evening after 6 p.m. and every Saturday and Sunday. If you need to take the bus every day, you can buy a „Semester ticket“ which costs € 129 and is valid the whole semester in combination with the student ID (subject to alteration of prices).

- International Office -

Contact details International Office

Our telephone numbers:

++49-731-50-28272 – Stephanie Wagner - Director International Office

++49-731-50-28457 – Anita Everett - International coordinator

++49-731-50-28023 – Jeanette Kolb - International coordinator

Our e-mail addresses:

Stephanie.Wagner@thu.de

Anita.Everett@thu.de

Jeanette.Kolb@thu.de

We hope we could be helpful with this information.

We are looking forward to seeing you in Ulm!

Best regards,

Stephanie Wagner + Anita Everett + Jeanette Kolb