

Contact details

Director of International Affairs:

Prof. Dr. Iris Ramme
iris.ramme@hfwu.de
Phone: +49 7022 201304

Head of the International Office:

Jutta Schnell
jutta.schnell@hfwu.de
Phone: +49 7022 308491

Study Abroad Advisor – Visiting Professors:

Carola Staib
Carola.staib@hfwu.de
Phone: +49 7022 7194022

Study Abroad Advisor – Internships, Study Tours:

Diana Lewinsky
diana.lewinsky@hfwu.de
Phone: +49 7022 7194029

Study Abroad Advisor - Erasmus Coordinator, Scholarships, Financial Issues:

Heike Maher
heike.maher@hfwu.de
Phone: +49 7022 308493

Study Abroad Advisor - Incoming Students, Nt-Great Integration Project:

Andrea Heissler
andrea.heissler@hfwu.de
Phone: +49 7022 308492

Study Abroad Advisor - Outgoing Students Nürtingen Campus:

Martina Hart
martina.hart@hfwu.de
Phone: +49 7022 7194028

Study Abroad Advisor – Outgoing Students Nürtingen Campus, Study Tours:

Christian Franz
christian.franz@hfwu.de
Phone: +49 7194030

Study Abroad Advisor – Outgoing Students Geislingen Campus:

Gisela Zimmermann
gisela.zimmermann@hfwu.de
Phone : +49 7331 22599

Internet address

<https://www.hfwu.de/ngu/>

Admission Procedure

Students from our partner universities who want to experience one semester or an academic year abroad at HfWU Nuerfingen-Geislingen University should follow the [admission guidelines](#). For admission please make sure to complete the following parts of the application process and provide us with necessary documents:

Application documents

Online Application

Documents to be uploaded while completing the application online:

1. Transcript of records in English - containing already obtained academic credits and results at home university
2. CV/Resume

Course Catalogue for Incoming Students is available [online](#).

Nomination/Application deadlines

Fall/winter:

Nomination deadline: June 15
Application deadline: July 1

Spring/summer:

Nomination deadline: November 15
Application deadline: December 1

Academic calendar

Fall/winter semester

Lectures: October 4, 2017-January 26, 2018; Examination Period : January 29-February 16, 2018

Spring semester

Lectures: March 19, 2018-July 6, 2018; Examination Period: July 9-July 27, 2018

Housing

Exchange students usually live in the students' residence hall "Schelmenwasen" which is located on the outskirts of Nuertingen next to the university building CB1 which houses the central library. For more information please refer to our [website](#). Please note that students must be admitted to HfWU before applying for accommodation at the residence hall. The rent for a room at the residence hall is amounting to 233 € per month + 400 € deposit.

Municipal Registration/ Residence permit

Exchange students need to do the registrations during the orientation week. **Students from the European Union**, the European Economic Area and Switzerland **do not need a residence permit** but they must prove that they have health insurance ([EHIC](#)) and that they can finance their studies. **Non-EU students have to** go to the International Registration Authority to **apply for a residence permit**. HfWU Nuertingen-Geislingen University requires all **Non-EU** students to purchase statutory health insurance administered by [AOK](#), a German health insurance company (approx. 89 /month).

Welcome service

As part of HfWU Welcome there is a free transfer service for exchange students, who will be picked-up from the train or central bus station Nuertingen. Dates will be communicated to the students in the invitation letter

Mentoring Program

The international office tries to make the students' stay in Nürtingen and Geislingen as enjoyable as possible. The mentoring program does just that: it pairs up an international with a native student to make life in the new environment easier and more fun.

Orientation Days

All international students are requested to take part in the Orientation Days. This week is designed to help them feel more comfortable in Germany and to give them time to register for classes, meet other exchange students and get to know the campuses. We even do a trip to a nice place within Germany.

Orientation Days for fall/winter semester: September 25 – 29, 2017

Academic Information

Course catalogue

"Course Catalogue for Incoming Students" with more than 60 courses taught in English is usually updated until mid-August and available [online](#). Exchange students are expected to enroll in at least **20 ECTS**. As incoming students choose English taught courses from different programs and semesters, time clashes are unavoidable.

Language of Instruction

English, German

Language Proficiency

Applicants should have a good command of English to be able to follow lectures without difficulties ([upper intermediate/at least B2](#)). We strongly recommend that non-English native speakers take an English language proficiency test, preferably TOEFL or IELTS.

Language Courses/ German Culture

HfWU offers German language courses at different levels for international students during the semester with 3 ECTS each. We also offer a German culture course. Students in this course get familiar with German history and politics. German language and culture courses are free of charge.

Nt-Great Integration Project

[Nt-Great](#) is an integration project to help international students settle into their new environment and to get to know local people.

Estimated Cost of Living

NO TUITION FEES!

Social Service Fee

91,30€ (additional 60€ for Freemovers) per semester

Student Housing

233€ monthly + 400€ deposit

Food

approx. 200€ monthly

Clothes

approx. 50€ monthly

Personal expenses

approx. 150€ monthly

Books and materials

approx. 33€ monthly

Telephone

approx. 35€ monthly

AOK Health Insurance

approx. 89€ monthly

Public Transportation

buses and trains free of charge within the [VVS area](#) after 6pm, during the weekend and on public holidays

Studi Ticket VVS

approx. 199€ per semester

Further Information

<https://www.hfwu.de/ngu/future-students/semester-ngu/>