### fact sheet for exchange students

| Full legal name of institution | Fachhochschule Kiel  
| Kiel University of Applied Sciences |
| ERASMUS code of institution | D KIEL03 |
| PIC OID | 997918056 E10197665 |
| Head of institution | Prof. Dr. Björn Christensen (President)  
| | Prof. Dr. Tobias Hochscherf (Vice President) |
| Address | Fachhochschule Kiel  
| | Sokratesplatz 1  
| | D – 24149 Kiel |
| Head of International Office | Ms. Christine Boudin |
| Address | Fachhochschule Kiel  
| | International Office  
| | Sokratesplatz 4  
| | D – 24149 Kiel |

### attention

We can only accept students whose participation in the programme has been confirmed by their home university.

Please submit your online application via our mobility online application portal.

**What you need:**
- application form  
- transcript of records  
- language certificate  
- proof of university registration  
- signed learning agreement

### ERASMUS

**Institutional Coordinator**  
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### Courses taught in English

**Course catalogue**  
[www.fh-kiel.de/courses-in-English](https://moduldatenbank.fh-kiel.de/en-us/StudySubject)

### deadlines

<table>
<thead>
<tr>
<th></th>
<th>Spring semester</th>
<th>Winter semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nomination Visa</td>
<td>01.10</td>
<td>15.04</td>
</tr>
<tr>
<td>Nomination No Visa</td>
<td>15.10</td>
<td>01.05</td>
</tr>
<tr>
<td>Application Visa</td>
<td>15.10</td>
<td>01.05</td>
</tr>
<tr>
<td>Application No Visa</td>
<td>01.11</td>
<td>01.06</td>
</tr>
</tbody>
</table>
academic calendar

<table>
<thead>
<tr>
<th>Start of semester</th>
<th>End of semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mid of September (start of lectures)</td>
<td>Mid-February (depending on last exam)</td>
</tr>
<tr>
<td>Beginning of September</td>
<td>Beginning of September (10 days)</td>
</tr>
</tbody>
</table>

Introduction days (compulsory)

- Beginning of September
- Beginning of September (10 days)

Intensive German language course

- www.fh-kiel.de/eps
- www.fh-kiel.de/bps

European Project Semester (EPS)

- Beginning of March – end of June

Business Project Semester (BPS)

- Beginning of March – end of June

useful websites

- FH Kiel main website
- International Office
- Information for Exchange Students incl.
  - Application
  - Academic Calendar
  - Course offer
  - Semester fees
  - ...
- Language Center
- Library
- Maps
- Kiel

- www.fh-kiel.de
- www.fh-kiel.de/international/
- www.fh-kiel.de/en/international/international-office/international-students/
- www.bibliothek.fh-kiel.de
- www.fh-kiel.de/index.php?id=19185&L=1
- www.kiel.de
## Arrangements for Exchange Students

<table>
<thead>
<tr>
<th>Compulsory Health Insurance</th>
<th>Health insurance must be proven before registration. EC students: Please bring your European Insurance card (EHIC). Additional travel insurance and personal liability insurance is recommended.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Visa</td>
<td>EC and US Students do not need a visa to enter the country. Residence permit can be applied for in Kiel (2 passport photos, registration at FH Kiel, proof of funds or scholarship to cover living expenses in Germany). Other international students are asked to contact the German embassy in their home country. Do not enter with a tourist visa!</td>
</tr>
<tr>
<td>Housing</td>
<td>A survey of dormitories in Kiel can be downloaded from our website. They offer mostly simple single rooms with shared bathroom and kitchen facilities. They do not suit everybody, but they are an easy step to get in touch with German and other foreign students. Costs: approx. 250€ to 400€ per month, plus a one month deposit (in most circumstances). These rooms are normally only available to rent for a complete semester. (September – February/March – August). The number of dormitory rooms is limited. Reservation should be made as early as possible (the deadlines for applications are set as 15th January and 15th June).</td>
</tr>
<tr>
<td>Fees</td>
<td>There are no tuition fees at FH Kiel. However, all students have to pay an administration fee of approx. 265€ per semester to the student union, which includes free public transport (i.e. bus, ferry and train) in Kiel, across Schleswig-Holstein and Hamburg.</td>
</tr>
<tr>
<td>Statement of Financial Ressources (non-EU students only)</td>
<td>Please bring a statement of your financial resources, demonstrating that there are sufficient funds to cover all expenses of living while staying in Kiel.</td>
</tr>
<tr>
<td>Costs of Living per month:</td>
<td>Approximately: 800€</td>
</tr>
</tbody>
</table>

## Grading Systems and Study Levels

Kiel University of Applied Sciences uses a national grading system.

Full term load per semester: 30 ECTS

A transcript of records will be issued after the completion of all exams and will be sent to the home university.
**Language of Instruction:** German, apart from a number of courses in the Business Faculty, the European Project Semester, the Business Project Semester, Globalization and Lifeworld of Young Adults (Faculty of Social Work and Health) and courses in Information Engineering (MSc).

**Students studying in English should have obtained an A1 level in German.**

<table>
<thead>
<tr>
<th>Receiving institution</th>
<th>Language of instruction 1</th>
<th>Language of instruction 2</th>
<th>Recommended language of instruction level</th>
</tr>
</thead>
<tbody>
<tr>
<td>[Erasmus Code]</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>D KIEL03</td>
<td>German</td>
<td>English</td>
<td><a href="http://www.fh-kiel.de/language-requirements">www.fh-kiel.de/language-requirements</a></td>
</tr>
</tbody>
</table>

**Student Mobility for Studies**

- **[Minimum recommended level: B1]**

**Staff Mobility for Teaching**

- **[Minimum recommended level: B2]**

**Contact persons for exchange programmes**

**Agriculture**

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**Business Management**

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and all overseas partnerships
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flat-hunting terms to know

On your search for new accommodations you might stumble across a lot of abbreviations. The most important ones are explained below.

Abstand
You have to buy part of the furniture from the previous tenant.

kalt
cold, i.e. heating and other utilities costs have to be paid in addition to the rent.

Kauten
Deposits – in Germany, it is normal to pay a deposit of up to three months’ rent which is refunded at the end of the contract. If any damage has been done, the landlord is allowed to withhold the amount of the money needed for the repairs from the deposit.

möbliert
The room is fully furnished.

zzgl. NK
zuzüglich Nebenkosten: i.e. plus utilities charges

NMM
“Net monthly rent” (heating, electricity, water, etc. are not included)

teilmöbliert
The room/flat has some furnishing, but not all that might be necessary

warm
warm, i.e. heating and other utilities costs are included in the rent.

Zwischenmiete
Sub-letting: The leaser rents the room to another for a specified time, often furnished (normally between 3 and 6 months).

Good luck with your room search!