



University of Stuttgart
International Office

For degree-seeking students of the
international Master's program
INFOTECH

Winter semester 2021/22





This brochure will inform you about the following:

1. What you need to think of prior to coming to Stuttgart
2. First steps after your arrival in Stuttgart
3. Academic calendar

What you need to think of prior to coming to Stuttgart

Bring along:

- ☒ **Letter of admission** (*Zulassungsbescheid*) generated by C@MPUS
- ☒ **Original of your certificates** and one certified copy (school leaving certificate, BSc degree, transcript of BSc studies, language certificates).
- ☒ **Housing information** and/or **rental contract**
- ☒ Your **passport**
- ☒ **Visa**
- ☒ Proof of **health insurance**
- ☒ **Scholarship contract** (if applicable)

☒ The intensive German Course is optional for INFOTECH students. If you are interested, e-mail your birth date, student-ID and your country of origin at admission@infotech.uni-stuttgart.de.

Applicants for the **intensive German course** will receive a **confirmation** via e-mail. Make sure to have access to this information.

Visa

Entry visa-free

Citizens of the **EU** do **NOT** need a visa to enter Germany.

Citizens of **Australia, Brazil, Canada, GB, Japan, South Korea, New Zealand, Israel** and the **USA** also can enter Germany without visa but need to apply for a residence permit upon arrival.

You will need:

- ☒ Proof of **sufficient financial resources** at least **EUR 861 per month** (e.g. a bank statement showing the credit balance in a bank account in Germany, a blocked bank account, a declaration of financial commitment, or a proof of stipend or scholarship)
- ☒ Proof of accommodation in Germany.

Please find further information at: www.uni-stuttgart.de/en/study/international/visa/

Visa required

Citizens of a **non-EU** country not mentioned on the left **need a student visa**.

Please apply at the **German embassy** or consulate in your country of residence. Schedule an appointment as soon as possible, since visa procedures can take **up to six months**. The visa is usually issued for three month. It must be changed into a residence permit after your arrival in Germany.

Check with the German embassy office which **additional documents** you need. This might vary from country to country.¹

¹ Applicants from China, Vietnam and Mongolia need their academic documents certified by the APS office (www.aps.org.cn, www.vietnam.diplo.de, www.ulan-bator.diplo.de/aps).

Health insurance

EU Students and Students from countries with a social security agreement

Students from **EU countries** need the **European health insurance card (EHIC)** for proof of health insurance. It is available at the health insurance company of your home country.

Students from countries with a social security agreement e.g. **Bosnia, Serbia and Turkey** need to bring a confirmation of their current health insurance.

Non-EU Students

Due to German regulations **students from non-EU countries** under 30 years of age are required to purchase a **student health insurance** at a local insurance company in Stuttgart which amounts to approx. 110 EUR per month. Students who have a **health insurance by their program or scholarship provider** need to bring the policy.

Please note:

The compulsory student health insurance comes into effect at the inception of the semester (Oct. 1). If you arrive ahead of time, e. g. to attend a German course, we strongly recommend that you take out a **travel health insurance** in your home country to cover the period until Oct. 1.

Non-EU citizens who are **30 years** of age **or older** must take out a private insurance meeting German standards. All private health insurances in Germany usually exclude pre-existing chronic disease e.g. asthma, diabetes, stomach ulcer, chronic headaches (-> migraine etc.). It will be necessary that you purchase insurance from your home country that will cover up for it. Please contact the International Office for further information.

Intensive German course

The **International Office (IO)** offers an **intensive German course**:

📄 www.uni-stuttgart.de/en/study/international/german-courses/intensive/#id-0980c020

The course is running from **September 1 to October 15, 2021**.

The course director of your Master's program will **inform** you on how to **register** for this course. The course dates for the intensive German course are subject to changes due to availability of lecture halls/rooms.

Wed, September 1	Arrival and registration at the International Office
Followed by the orientation days	Introduction to the intensive German course, important arrival information by the International Office, information session on living and studying in Stuttgart for newbies, etc.
Fri, October 15	Final exam and end of German language classes

A schedule of the different events **will be handed out** upon **arrival** in Stuttgart at the International Office.

Please note:

Attendance is mandatory at most events otherwise students will not be able to take up the intensive German course.



Accommodation

The **Studierendenwerk Stuttgart** is the organization that provides and manages student dormitories in Stuttgart:

🔗 www.studierendenwerk-stuttgart.de/en/accommodation

We strongly advise that you make use of this option, since finding a room on the private housing market is extremely difficult, very expensive and takes a long time. Only **single rooms** in mixed (male/female) student dormitories with shared kitchen/bathroom are available.

Please note that you must have accepted your admission for your international Master's program through your C@MPUS account by the time you apply for a dorm room. Apply online at:

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

Use the **instruction manual attached** for your room application.

**Mind the application deadline: June 15, 2021.
Late applications cannot be considered.**

Please note:

The **reservation period** for Master's students in the international Master's programs starts on either **September 1 or October 1** depending on the start of your program. Unlike regular students of the University of Stuttgart, who are set on waiting lists, students in the international Master's programs are given priority by being offered a dormitory room from the start of their program. However, students in international Master's programs cannot choose their preferred dormitory, since the **allocation of rooms** is based on availability. Please note that neither the International Office nor your Master's program have any influence on the allocation of your dorm room.

Furthermore, there is **no guarantee to get a room offer** by the **Studierendenwerk Stuttgart** as the **number of rooms** reserved for new students of the international Master's programs is **limited!** Rooms are assigned according to **first-come, first-served**. As soon as the **Studierendenwerk Stuttgart** has allocated the rooms (approx. four to six weeks prior to the reservation period) they will send you **a room offer** by e-mail. This offer includes the **rental contract**, your **hirer code** and the contact details of the person in charge at the **Studierendenwerk Stuttgart**. You will also receive instructions on how to accept your room offer so that your rental contract becomes effective.

In order for your rental contract to become effective you must transfer a deposit of **EUR 700** to the bank account of the Studierendenwerk Stuttgart. Mind the **deadline** communicated by the Studierendenwerk for the transfer to arrive in **their account!** The EUR 700 deposit already includes EUR 300 for the first month's rent while EUR 400 will be reimbursed at the end of your stay in the dormitory if there are no complaints about the status of your room.

Should you come to Stuttgart at a time when you cannot move into your dorm room immediately (e.g. weekend), we recommend you book a room in a youth hostel or a low-budget hotel well in advance.



Private/temporary accommodation

If you are not among those who have been allotted a dorm room you will have to search for a room on the **private housing market**.

During your room search we recommend you stay in one of the **youth hostels** or low-budget hotels in Stuttgart. You can find many links and tips for **private** and **low budget** places here

🔗 <https://www.uni-stuttgart.de/en/study/living-in-stuttgart/housing/index.html>

Please note that it is absolutely **necessary to book in advance**, since hostels and low-budget hotels are quickly booked out at this time of the year!

Items of practical use

If you move into a student dorm of the **Studierendenwerk Stuttgart** please remember that the **first moving-in day is September 1 or October 1, 2021**. You can get the dorm key only during the office hours of the caretaker (**Hausmeister**). The office hours will be indicated in your housing information from the Studierendenwerk Stuttgart.

When you **arrive in Stuttgart on a Saturday/Sunday** or before your rental contract becomes effective we suggest you stay at a youth hostel or a guest house for the first nights. Please be sure to book in advance.

- ☑ Make sure you have **enough money** available - e. g. for the semester contribution approx. EUR 190, the tuition fee for non-EU students EUR 1.500, your rent, the public transportation pass for September about EUR 60 for the inner city or EUR 160 for the whole metropolitan area, the public transportation pass for the winter semester EUR 270, other incidentals i.e. food and drink EUR 200, compulsory broadcasting fee, health insurance.
- ☑ You will also need some **small change** (about EUR 5) for public transportation from the airport/train station to the Vaihingen campus or city center. Or you download the app to order a ticket by mobile phone:
🔗 <http://en.vvs.de/tickets/how-to-buy-a-ticket/>
- ☑ Do not forget to bring along **clothing for rainy and cold weather**.
- ☑ Think about any **medicine** you might need to take regularly or even a second pair of glasses, as they are very expensive in Germany.
- ☑ For all electrical appliances you will need a 220 volt adapter.

Please note:

Do not come to Stuttgart and expect to be able to finance your studies by working.

The University of Stuttgart's international Master's programs are full-time study programs and the study load is very high.



Support programs for international students

The University of Stuttgart offers different support programs for international students to assure a perfect start and successful studies.

🔗 www.student.uni-stuttgart.de/en/startingout/international/support/

Buddy program ready.study.stuttgart

The international buddy program ready.study.stuttgart aims to support you during your start here in Stuttgart. Our buddies will welcome you at the airport, help you buy a ticket for the public transportation and show you which train you need to take in order to get to your accommodation. There is a limited amount of places available (first come, first served). Please **register** at least **three weeks prior** to your arrival.

🔗 <https://www.uni-stuttgart.de/en/study/international/ready-study-stuttgart/>

Intercultural Mentoring Program

Are you looking for answers about your studies or have questions about life in Germany? In the mentoring program another student accompanies you for an **entire semester** as personal mentor. The mentoring program helps you make friends and also offers workshops and leisure time programs. Please **register** here:

🔗 www.student.uni-stuttgart.de/en/startingout/international/support/mentoring/

Perfect start

You wish to read yourself about how to prepare your studies? This webpage will accompany you from when you are accepted as a student to when you arrive in Stuttgart ready to start your degree

🔗 www.student.uni-stuttgart.de/en/startingout/international/perfect-start

Arrival and first steps:

Students arriving in **September**: Please be sure to arrive on **Wednesday, September 1, 2021** if you are registered for our intensive German course (IGC). Only students who are present from the first day on can attend the intensive German course and participate in the subsequent extensive course during the semester.

Students arriving in **October**: We recommend you arrive in the week before the lectures start from Monday, **October 11, 2021** onwards.

If you move into a student dormitory:

1. Go to the caretaker's office (*Hausmeister*) of your dorm. Please mind the office hours (see housing information)! You may arrange an individual appointment with your caretaker.
2. Move into your dorm room and relax.

All students:

3. Go to the International Office at the IZ. All students will receive a **Welcome Package** with information about the formalities and a detailed program about the following days. During some **information sessions** in small groups we go through all the formalities and give you useful advice.



Orientation program

The respective current orientation program can be found on our website. The events are continuously updated.

🔗 www.student.uni-stuttgart.de/en/startingout/international/orientation-days/

Academic calendar with current dates

The **academic year** at German universities is divided into **two semesters**, the winter and the summer semester. The winter semester always lasts from **October 1 until March 31** and the summer semester from **April 1 until September 30**. The exact dates of the lecture period, when classes take place, vary slightly each year. The classes of the winter semester usually start by mid-October and finish by mid-February. The classes of the summer semester start by mid-April and end by mid-July. During the semester break in between many examinations and block courses take place. Check the dates for examinations and block courses before you plan to leave Stuttgart for holidays or for any other reason.

Winter Semester 2021/22*

Classes start: Mon, Oct. 18, 2021

Classes end: Sat, Feb 12, 2022

Summer Semester 2022

Classes start: Mon, April 11, 2022

Classes end: Sat, July 23, 2022

Please note:

Because of the Christmas holidays there are no lectures from Thur, Dec 23 to Sat, Jan 8.

Public holidays

The university and all shops are closed on public holidays:

Sunday, October 3, 2021	German Unification Day
Monday, November 1, 2021	All Saints' Day
Friday, December 24*, 2021	Christmas Eve
Saturday, December 25, 2021	1.Christmas Day
Sunday, December 26, 2021	2.Christmas Day
Friday, December 31*, 2021	New Years' Eve
Saturday, January 1, 2022	New Years' Day
Thursday, January 6, 2022	Epiphany
Friday, April 15, 2022	Good Friday
Monday, April 18, 2022	Easter Monday
Sunday, May 1, 2022	May Day (Labor Day)
Thursday, May 26, 2022	Ascension Day
Monday, June 6, 2022	Whit Monday
Thursday, June 16, 2022	Corpus Christi

*Offices and Shops might be closed or have shorter office hours



Corona Pandemic

You may find important information concerning changes due to the Corona pandemic on our website. This includes a **Welcome Checklist** on formalities in Stuttgart and eventually an information sheet on special **entry regulations**. Please have a look at our website before traveling to Stuttgart.

<https://www.student.uni-stuttgart.de/en/international/corona/>

Please consider: Depending on the development of Covid-19 some dates and programs mentioned above might be subject to change – we keep you up-dated!

Contact at the IO

Contact for students in international Master's programs:

Svenja Wübker and **Katja Jenkner**

International Office at Internationales Zentrum (IZ)
Pfaffenwaldring 60 (Vaihingen campus), level 1
70569 Stuttgart
Phone +49 (0)711 685-685 66

✉ incoming.graduate@ia.uni-stuttgart.de

We are looking forward to welcoming you in Stuttgart!
Your International Office