

## Exchange Information Sheet Academic Year 2024/25

<b>Institution</b>	<p><b>Mailing Address:</b> Biberach University of Applied Sciences International Office Karlstrasse 6-11 88400 BiberachGermany <b>Email:</b> <a href="mailto:incomings@hochschule-bc.de">incomings@hochschule-bc.de</a></p> <p><b>Visitor Address:</b> Building A Room A1.06</p>
<b>General Information</b>	<p><b>Website:</b> <a href="https://www.hochschule-biberach.de/">https://www.hochschule-biberach.de/</a></p> <p><b>International Office:</b> <a href="https://www.hochschule-biberach.de/information-incoming-students">https://www.hochschule-biberach.de/information-incoming-students</a></p>
<b>Nomination &amp; Application</b>	<p>Digital nomination via the EWP network should be sent by the sending institution at the latest by <b>May 1<sup>st</sup></b> (for winter semester) or <b>November 1<sup>st</sup></b> (for summer semester). Nominations outside Europe should be sent to <a href="mailto:incomings@hochschule-bc.de">incomings@hochschule-bc.de</a> with following information: first name, last name, home faculty and e-mail address.</p> <p>We will contact the students with further application instructions including the link to our online application portal and take the contact person from the sending institution in cc.</p>
<b>Application Deadline</b>	<p>For the following winter semester (Oct - Feb): May 15th For the following summer semester (Mar - Jul): November 15th</p>
<b>Selection of Courses</b>	<p><b>English Lectures and Summer Schools:</b> Please find the English courses in our <a href="#">course overview</a>. German Beginners/Advanced Course (each 2 ECTS credits) and Intercultural Training for Incomings (1 ECTS credit) are mandatory and part of the Learning Agreement. HBC offers <b>2 clusters of inter-disciplinary English courses (30 ECTS for each cluster)</b> for Incoming students. Please find more information in <a href="#">this link</a>.</p>
<b>Visa</b>	<p>Students from non-EU countries need a visa before entering Germany. All necessary papers will be issued in time by HBC and sent to the students. Please be aware that all students need to open a blocked account for the visa!</p> <p>For more information about student visa, please visit this page: <a href="https://www.daad.de/en/study-and-research-in-germany/plan-your-studies/visas/">https://www.daad.de/en/study-and-research-in-germany/plan-your-studies/visas/</a></p>
<b>ResidencePermit</b>	<p>Students who can enter Germany for 3 months without a visa are obliged to apply for residence permit during orientation program at HBC. The costs will be approx. 100€. The following documents are needed:</p> <ul style="list-style-type: none"> <li>• Passport</li> <li>• A current biometric photo</li> <li>• Proof of health insurance</li> <li>• Tenancy agreement</li> <li>• Enrollment paper</li> </ul> <p><b>Important:</b> Proof that student has a sufficient means of <b>934€ per month</b>. This can be proven by:</p> <ul style="list-style-type: none"> <li>• Scholarship plus funds on an account if the scholarship is below 934€</li> <li>• 934€ on a locked German account (can be done during orientation program)</li> <li>• A commitment by the parents or a legal guardian</li> </ul>
<b>Health Insurance</b>	<p>Statutory health insurance is compulsory for all students in Germany. Our application includes a membership declaration of a well-known insurance (AOK) that is accepted by HBC. Health insurance from abroad, especially travel insurance cannot be considered. The approx. costs per month are 110€.</p>

<b>Housing</b>	<p>We highly recommend living in a shared apartment with German students. In order to find a private room we suggest the following websites (please note that we cannot take responsibility for pages maintained by external providers):</p> <p><a href="http://www.wg-gesucht.de">www.wg-gesucht.de</a>  <a href="https://www.ebay-kleinanzeigen.de/s-88400/zimmer/k018706">https://www.ebay-kleinanzeigen.de/s-88400/zimmer/k018706</a>  <a href="https://www.wg-gesucht.de/wg-zimmer-in-Biberach-an-der-Riss.6854.0.1.0.html">https://www.wg-gesucht.de/wg-zimmer-in-Biberach-an-der-Riss.6854.0.1.0.html</a>  <a href="https://www.immobilienscout24.de/wohnen/baden-wuerttemberg,biberach-kreis/wg-zimmer.html">https://www.immobilienscout24.de/wohnen/baden-wuerttemberg,biberach-kreis/wg-zimmer.html</a>  <a href="https://www.wg-suche.de/">https://www.wg-suche.de/</a> <a href="https://www.studenten-wg.de/Biberach,wg.html">https://www.studenten-wg.de/Biberach,wg.html</a>  <a href="https://www.wohnungsboerse.net/Biberach-an-der-Riss/wg-zimmer-provisionsfrei">https://www.wohnungsboerse.net/Biberach-an-der-Riss/wg-zimmer-provisionsfrei</a>  <a href="https://studierendenwerk-ulm.de/wp-content/uploads/privatzimmer/PZV_biberach.pdf">https://studierendenwerk-ulm.de/wp-content/uploads/privatzimmer/PZV_biberach.pdf</a></p>
<b>Orientation Program</b>	<p>HBC's International Office runs an orientation program for exchange students <b>one week before</b> the semester starts.  The orientation program is <b>mandatory</b> for all exchange students.</p>
<b>Mentoring Program</b>	<p>Incoming students will be assigned a HBC student as their mentor. The mentors will assist the incoming students to integrate in the campus life at HBC.</p>
<b>Semester Periods</b>	<p>Summer semester: March 11 - June 29, 2024  Examination period: July/August 2024</p> <p>Winter semester: October 7, 2025 - February 1, 2025  Examination period: February 2025</p>
<b>Transcript of Records</b>	<p>6 weeks after the end of the semester, HBC's International Office will send a scanned version by E-mail to the International Office of the partner university.</p>
<b>ECTS and Grading System</b>	<p>ECTS stands for <u>E</u>uropean <u>C</u>redit <u>T</u>ransfer and <u>A</u>ccumulation <u>S</u>ystem is a common European grading framework designed on the purpose of facilitating the academic exchange among EU countries.</p> <p>Each ECTS credit generally requires around 30 hours of work. A standard full year of study workload is equivalent to 60 ECTS credits.</p> <p>The scale of German grading system is as follow:  1 – 1.5 Very good / 1.6 – 2.5 Good / 2.6 – 3.5 Satisfactory / 3.6 – 4.0 Sufficient  Below 4.0 Fail</p>
<b>Tuition</b>	<p>No fees are charged for exchange students from HBC's partner universities.  Semester contribution to Student Services: <b>92€/semester</b></p>
<b>Scholarship for non-EU students</b>	<p>Baden-Wuerttemberg-STIFTUNG offers scholarships (up to 700 €/month for 3-4 months) to our non-European partners. Exchange students applying for the Baden- Wuerttemberg-SCHOLARSHIP are to be nominated by the coordinator of the home university via e-mail with an internal ranking to HBC's International Office: <a href="mailto:incomings@hochschule-bc.de">incomings@hochschule-bc.de</a></p> <p>After being nominated, the application needs to be submitted online to the portal of the Baden-Württemberg-Stiftung by the applicant: <a href="https://www.bws-world.de/en/register-3-university-en/">https://www.bws-world.de/en/register-3-university-en/</a></p> <p>Deadline for submission of application to the Baden-Wuerttemberg-STIFTUNG via the above mentioned portal link for the academic year 2024/25 is <b>March 31, 2024</b>.</p>
<b>Scholarship for students from IIP@HBC partner universities</b>	<p>Students from partner universities in our IIP@HBC Project are eligible to apply for the IIP@HBC Scholarship for up to 860€ for 4 months and travel support.  The nominated students can submit a motivational letter when they fill in the HBC online application portal as part of the exchange application process.</p>