



## International Center

# Partner Information Form

For Prospective Erasmus Incoming Students

<b>Address</b>	Technische Universität München Arcisstraße 21 80333 München Germany
<b>Head of Institution</b>	Professor Dr. Dr. h.c. mult. Wolfgang A. Herrmann
<b>Internet address</b>	<a href="http://www.tum.de">http://www.tum.de</a>
<b>Erasmus code</b>	D MUNCHEN02

## Application Deadline

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<b>Deadline for Applications</b>	<b>Winter term (or for an entire year at TUM):</b> 31 <sup>st</sup> of May <b>Summer term:</b> 31 <sup>st</sup> of October
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## Application Procedure

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### e-Nomination & necessary application documents

The partner university selects students according to performance, commitment and language skills and nominates them for the exchange semester stay via the web-based platform "moveonnet" (= eNomination). After an acknowledgement-email from TUM, the International Office of the home university sends the application documents to TUM. Applications should include the following documents:

- 1) Online application printed and signed by applicant and bearing a stamp and signature from the international office of the partner university
- 2) One-page letter of motivation (either in German or English)
- 3) Curriculum vitae (either in German or English)
- 4) Study program (signed and stamped by a departmental coordinator of the students' home institution)
- 5) Transcript of records (all grades attained at university), signed and stamped by the students' home institution
- 6) Document listing the courses students are attending in their current semester (and therefore are not yet listed in the transcript).
- 7) Passport photo
- 8) Language certificate (can be issued by home institution)

## Course Registration and Academic Information

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<b>Semester Dates</b>	<b>Winter term:</b> October-March <b>Summer term:</b> April-September  For specific dates please look under: <a href="http://www.tum.de/en/studies/application-and-acceptance/dates-and-deadlines/">http://www.tum.de/en/studies/application-and-acceptance/dates-and-deadlines/</a>
<b>List of Faculties</b>	<a href="http://www.tum.de/en/about-tum/faculties/">http://www.tum.de/en/about-tum/faculties/</a>
<b>Course Catalogue and Descriptions</b>	<a href="https://campus.tum.de/tumonline/webnav.ini">https://campus.tum.de/tumonline/webnav.ini</a> To access the course catalogue, please select « courses » in the search bar.
<b>Language Proficiency</b>	Level of proficiency according to agreement, but applicants should have sufficient command of German / English to be able to follow lectures without difficulty.
<b>Language of Instruction</b>	Most of the classes are held in German.
<b>Language Courses</b>	TUM offers German language courses for international students. Intensive courses are offered in the two weeks immediate before the start of lectures. For details please look at: <a href="http://www.sprachenzentrum.tum.de/en/home-language-center/">www.sprachenzentrum.tum.de/en/home-language-center/</a>
<b>Semester Workload</b>	15-20 ETCS credits suggested
<b>Academic Transcripts</b>	All students should contact their TUM department.

## Accommodation

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<b>Accommodation</b>	The application for the Erasmus program at TUM does not include a room offer in a dorm. Students have to find a room themselves on the private market with the list of hints on finding accommodation:
<b>Further Information</b>	<a href="http://www.international.tum.de/en/welcome-to-tum/international-exchange-students/accommodation/tips/">www.international.tum.de/en/welcome-to-tum/international-exchange-students/accommodation/tips/</a>

## Orientation Programme

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<b>Orientation Program</b>	TUMi provides an orientation program designed to help students find their way in Munich. The program usually takes place the first two weeks of October (winter term) and the first two weeks of April (summer term). In summer term 14 and winter term 14-15 there will be an earlier start of the program due to administrative reasons, students will be informed about it in advance by TUM. The program is divided into instructional units that are designed to not only help you get through the paper work upon arrival, but also acquaint you with the cultural possibilities in and around Munich:
<b>Further Information</b>	<a href="http://www.international.tum.de/en/welcome-to-tum/international-exchange-students/tuminternational/#c2356">www.international.tum.de/en/welcome-to-tum/international-exchange-students/tuminternational/#c2356</a>

## Estimated Costs of Living

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<b>Private Dorms / Apartments</b>	€ 350 – € 600
<b>Food/meals</b>	€ 200 - € 300 per month
<b>Expenses for lecture materials</b>	Approx. € 20 per month
<b>Public transportation</b>	Solidarity fee 59€ /per semester (compulsory) & Semester Ticket 141€ / per semester (optional)
<b>Personal expenses (telephone, clothes, leisure time, etc.)</b>	€ 150 per month (according to individual needs)
<b>Health Insurance</b>	€ 76 - € 78 per month (not for students with an EHIC-card)
<b>Administrative fee</b>	€ 52 per semester
<b>Further Information</b>	<a href="http://www.international.tum.de/en/welcome-to-tum/international-exchange-students/cost-of-living/">www.international.tum.de/en/welcome-to-tum/international-exchange-students/cost-of-living/</a>

## Visa Requirements/Residence Permit Application

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<b>Entry Regulations</b>	<p>Applicants from EU/EFTA nations as well as some other nations do not need a visa to study in Germany.</p> <p>All applicants from Non-EU nations need a visa to study in Germany. In order to get a visa, students must apply for one at the embassy or consulate of the Federal Republic of Germany in their home country. They must apply for their visa at least 2 months ahead of time. Students cannot travel to Germany on a tourist visa, since this cannot be changed into a student visa! Students that are in Germany on a tourist visa are not entitled to study there. Students from Switzerland who are allowed to enter Germany without a visa have to fill out a residence permit application, which can be obtained at the local Foreigner's Registration Authority.</p>
<b>Further Information</b>	<a href="http://www.international.tum.de/en/welcome-to-tum/international-exchange-students/entry-regulations/#c1459">www.international.tum.de/en/welcome-to-tum/international-exchange-students/entry-regulations/#c1459</a>

## Health Insurance

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<b>Are students required to purchase health insurance?</b>	<p>Yes, in Germany health insurance is mandatory. One cannot register at TUM without proof of a German national insurance. Students originating from countries in the European Union (EU/EFTA) nations must obtain the International Health Insurance Certification (former E111 or E128) or EHIC-Card from their insurer in their home country and present it to a German national insurer to receive the demanded proof. Students originating from countries outside the EU: To ensure that coverage is sufficient to meet German national standards, it is recommended that students purchase an in-country medical insurance plan. Full coverage for students is around €76-78 monthly. Travel insurances are <u>not</u> accepted:</p>
<b>Further Information</b>	<a href="http://www.international.tum.de/en/welcome-to-tum/international-exchange-students/health-insurance/#c1511">www.international.tum.de/en/welcome-to-tum/international-exchange-students/health-insurance/#c1511</a>

## Banking

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<b>Must students open a bank account while studying in Munich?</b>	It is highly advisable to open a bank account in Germany. German banks offer accounts free of charge for students. Debit cards from German banks are accepted throughout Europe.
<b>What are acceptable credit cards in Munich?</b>	In Munich all major credit cards are accepted. However, not all stores take credit cards; in some shops it's obligated to pay cash. In smaller cities and towns outside of Munich credit cards are not widely accepted.

## Contact Details

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<b>International Center Head</b>	Dr. Ana Santos-Kühn Phone +49.89.289.22393 Fax +49.89.289.25474 <a href="mailto:santos-kuehn@zv.tum.de">santos-kuehn@zv.tum.de</a>
<b>Incoming Students Coordinator</b>	Petra Ritter Phone +49.89.289.25012 Fax +49.89.289. 25458 <a href="mailto:ritter@zv.tum.de">ritter@zv.tum.de</a>
<b>Questions regarding incoming nominations and applications</b>	Dörte Ptassek & Dalma Alagha Phone +49.89.289.25017 / 23260 Fax +49.89.289. 25458 <a href="mailto:incoming@zv.tum.de">incoming@zv.tum.de</a>
<b>Institutional Erasmus Coordinator (outgoings, Bilateral Agreements)</b>	Sabine Viererbl Phone +49.89.289.25433 Fax +49.89.289. 25474 <a href="mailto:viererbl@zv.tum.de">viererbl@zv.tum.de</a>
<b>Institutional Erasmus Coordinator (Internship, Staff Mobility)</b>	Simone Froehlich Phone +49.89.289 25415 Fax +49.89.289.22735 <a href="mailto:froehlichs@zv.tum.de">froehlichs@zv.tum.de</a>
<b>Website for incoming exchange students</b>	<a href="http://www.international.tum.de/en/welcome-to-tum/international-exchange-students/exchange-students/">www.international.tum.de/en/welcome-to-tum/international-exchange-students/exchange-students/</a>

**TUM Departments:** <http://www.tum.de/en/about-tum/faculties/>

**Institutional Coordinators / Departmental Coordinators:**

<b>TUM Department</b>	<b>Depart. Coordinator</b>	<b>Phone number (☎)</b>	<b>Email (✉)</b>
<b>Architecture</b>	<b>Yolande Hoogendoorn</b>	+49 89 289-22317	<a href="mailto:hoogendoorn@tum.de">hoogendoorn@tum.de</a>
<b>Chemistry</b>	<b>Dr. Julia Hauk</b> Contact: <b>Gertraud Geisberger</b>	+49.89 289-13002	<a href="mailto:gertraud.geisberger@tum.de">gertraud.geisberger@tum.de</a>
<b>Civil Engineering and Surveying</b>	<b>Nadin Klomke</b>	+49 89 289-22427	<a href="mailto:n.klomke@bv.tum.de">n.klomke@bv.tum.de</a>
<b>Electrical Engineering and Information Technology</b>	<b>Prof. Dr. Eckehard Steinbach</b> contact <b>Heike Roth</b>	+49 89 289-28235	<a href="mailto:abroad@lkn.ei.tum.de">abroad@lkn.ei.tum.de</a>
<b>Informatics (Computer Science)</b>	<b>Dr. Angelika Reiser</b> Contact: <b>Martina v. Imhoff</b>	+49 89 289-17284	<a href="mailto:imhoff@in.tum.de">imhoff@in.tum.de</a>
<b>Mathematics</b>	<b>Carola Jumpertz</b>	+49 89 289-17552	<a href="mailto:jumpertz@ma.tum.de">jumpertz@ma.tum.de</a>
<b>Mechanical Engineering</b>	<b>Saskia Ammon</b>	+49 89 289-15013	<a href="mailto:ammon@mw.tum.de">ammon@mw.tum.de</a>
<b>Medicine</b>	<b>Ulrike von Wolffersdorff</b>	+49 89 4140-6305	<a href="mailto:wolffersdorff@tum.de">wolffersdorff@tum.de</a>
<b>Physics</b>	<b>Dr. Maria Eckholt</b>	+49 89 289-14461	<a href="mailto:sokrates@ph.tum.de">sokrates@ph.tum.de</a>
<b>Sport and Health Science</b>	<b>Gabi Fried</b>	+49 89 289-24625	<a href="mailto:gabi.fried@tum.de">gabi.fried@tum.de</a>
<b>TUM School of Education</b>	<b>Prof. Dr. phil. Doris Lewalter</b>	+49 89 289-24370	<a href="mailto:doris.lewalter@tum.de">doris.lewalter@tum.de</a>
<b>TUM School of Management</b>	<b>Ute Helfers</b>	+49 89 289-25083	<a href="mailto:ute.helfers@wi.tum.de">ute.helfers@wi.tum.de</a>

Center of Life and Food Sciences Weihenstephan:

<b>Agricultural and Horticultural Sciences</b>	<b>Dr. Markus Gandorfer</b>	+49 8161 71-3567	<a href="mailto:markus.gandorfer@wzw.tum.de">markus.gandorfer@wzw.tum.de</a>
<b>Biosciences</b>	<b>Prof. Dr. Roland Gerstmeier</b>	+49 8161 71-3769	<a href="mailto:r.gerstmeier@tum.de">r.gerstmeier@tum.de</a>
<b>Brewing and Food Technology</b>	<b>Dr. rer.nat. Ludwig M. Niessen</b>	+49 8161 71-5496	<a href="mailto:ludwig.niessen@wzw.tum.de">ludwig.niessen@wzw.tum.de</a>
<b>Forest Science and Resource Management</b>	<b>Dr. Martin Döllerer</b>	+49 8161 71-4656	<a href="mailto:doellerer@wzw.tum.de">doellerer@wzw.tum.de</a>
<b>Horticultural Science</b>	<b>Sybille Michaelis</b>	+49 8161 71 3233	<a href="mailto:hortschi@wzw.tum.de">hortschi@wzw.tum.de</a>
<b>Landscape Architecture and Landscape Planning</b>	<b>Andreas Printz</b>	+49 8161 71-4147	<a href="mailto:aprintz@wzw.tum.de">aprintz@wzw.tum.de</a>
<b>Nutrition</b>	<b>Isabelle Dörr</b>	+49 8161 71-3336	<a href="mailto:Isabelle.doerr@tum.de">Isabelle.doerr@tum.de</a>