HOCHSCHULE
RHEIN-WAAL
Rhine-Waal University
of Applied Sciences

INFORMATION GUIDE FOR INCOMING EXCHANGE STUDENTS

GENERAL INFORMATION

Name	Rhine-Waal University of Applied Sciences (Hochschule Rhein-Waal)
Campus Kleve	Marie-Curie-Straße 1, 47533 Kleve
Campus Kamp-Lintfort	Friedrich-Heinrich-Allee 25, 47475 Kamp-Lintfort
Country	Germany
ERASMUS-Code	D KLEVE01
Website	*www.hochschule-rhein-waal.de*

CONTACT

Centre for Internationalisation and Languages	INCOMING STUDENTS Mr. Jochen van Bentum (+49) 2821-80673 157
Email	*Jochen.vanBentum@hochschule-rhein-waal.de* *Exchangestudents@hochschule-rhein-waal.de*

NOMINATION & APPLICATION

Nomination Deadlines

For winter terms: 1 May
For summer terms: 1 November

Please send the nomination to the following email address: *Exchangestudents@hochschule-rhein-waal.de*

Nomination Procedure

After receiving the nomination from the home university, we will email the link of our online application platform directly to the applicant. In order to be able to accept the application, the online form needs to be filled in properly and all required documents need to be uploaded.

Application Documents

- Transcript of records
- proof of enrolment
- scan of your Passport or ID Card
- Photo

Note: These documents must be submitted through the online application form. It is not necessary to send any documents by post!

Deadline for Online application
Winter term: 1 June
Summer term: 1 December

Next Steps in the Application Process

You will receive the form **"Learning Agreement".**
Please fill in the modules that you would like to take during your exchange at Rhine-Waal University of Applied Sciences.

Admission Letter

Once the agreement is approved by both sides, the Centre for Internationalisation and Languages will send you the official **Admission Letter** by email.

ACADEMIC CALENDAR

Lecture and Examination Periods

Please find our lecture periods here:
www.hochschule-rhein-waal.de/en/academics/students/academic-calendar

Note: "Semester start/end" refers to the official administrative dates of the university and has in fact no relevance for you! T**he important dates for you are the dates of the lecture period (see link above).**

The examination period covers the last two weeks of each lecture period. Please revise the academic calendar for the exact dates.
Introductory week: in winter semester only (around second and third week of September)

Date of Arrival

Summer semester: Enrolment day end of March (in the week before lectures start)
Winter semester: Enrolment day mid/end of September (in the week before the Freshers Week starts. We will inform you about the exact dates.

ACADEMIC INFORMATION

Language of Instruction

Depends on the study program: please see description of the study program on our website.

Language Requirements

For programs in English: Level B2 in English

Course Catalogue

https://www.hochschule-rhein-waal.de/en/academics/prospective-students/our-degree-programmes

You will also find a handbook of modules under each course. Here you can find out in which semester the modules are offered. **Please check if the study program that you wish to be enrolled for is offered at Kleve campus or Kamp-Lintfort campus!**

Exchange students will be enrolled for one study program. You are able to take other modules within the same Faculty, depending on your previous education and the possibilities offered by our Faculty's study plan for the given semester.

However, please note: If you select courses from different study courses or different semesters (e.g. semester 2 and 4), or if you take two or more electives, this might lead to clashes in your time table and/ or clashes of exams, as the faculties usually can only assure that examinations within one semester are not overlapping. Please consider this when you select your courses.

Important:

Bachelor degree students: For the winter semester only modules from semesters 1, 3, and 5 and for the summer semester only modules from semesters 2, 4, and 6 can be chosen from the module catalogue.

Master degree students: Please check on the website of the university whether the program you are interested in starts in the winter semester and/or the summer semester. Then see in the module description which modules are offered in the semester you will be here.

It is only possible to take whole modules and not individual courses within a module (many of the modules consist of two courses).

Final thesis (Bachelor/ Master): In general it is not possible for exchange students to write their final thesis during their exchange at Rhine-Waal University. An exception can only be made if students have been able to find a supervising professor at Rhine-Waal well in advance before applying for the exchange semester.

Our winter semester (usually End September to Beginning February) is referred to on the learning agreement as Autumn; our Summer Semester (usually End March/Beginning April – Mid/End July) is referred to on the learning agreement as Spring.

Credit points

Our credit points are equivalent to ECTS. Required number of credits: According to students´ individual needs and/or according to the requirements of the home university. **The maximum is 30 ECTS per term.**

Language Courses

Language courses are offered free of charge every semester. More information can be found via the following link:
https://www.hochschule-rhein-waal.de/en/international/language-courses
You have the opportunity to include a German and/or English language course in your Learning Agreement. German and English language courses are equivalent to 5 ECTS. Please have your choice of courses approved by your Academic Exchange Coordinator at HSRW. Further information about the registration and organization of the language courses will be provided by the Office of Languages and Intercultural Communication after your enrolment at HSRW.

Is there an Academic advisor to assist in choosing courses?

The Academic exchange coordinators of the respective faculty are the contact persons for the approval of the Learning Agreement:

Faculty of Technology and Bionics
Ms. Doris Gerland
ftb-intl@hochschule-rhein-waal.de

Faculty of Life Science
Mr. Björn Flockau
Bjoern.Flockau@hochschule-rhein-waal.de

Faculty of Society and Economics
Dr. Anne Tempel
Anne.Tempel@hochschule-rhein-waal.de

Faculty of Communication and Environment
Prof. Dr. habil. Waltraud Kofer
Waltraud.Kofer@hochschule-rhein-waal.de

After your admission you must still enrol to become an exchange student of Rhine-Waal University of Applied Sciences and get your student ID card. Exchange students will receive an invitation for the enrolment day by email well in advance.

ENROLMENT

Date and Documents

Documents for enrolment

- Original ID document
- Proof of payment of the semester
- fees Health Insurance
- signed Learning Agreement

COSTS OF LIVING

Semester fees

€ 347,10 per semester (**subject to slide changes)** includes semester ticket for free public transportation in North Rhine Westphalia and to The Netherlands

Bank details

Rhine-Waal University of Applied Sciences
Bank: Sparkasse Rhein-Maas
Account number: 3000 1804
IBAN: DE63 3245 0000 0030 0018 04
SWIFT-BIC: WELADED1KLE. **Reference: Your full name!**

Important note: Usually there are fees for an international money transfer. You should instruct your bank not to deduct these costs from the fees payable to the university! Rhine-Waal University of Applied Sciences does not charge any tuition fees. However, all students are obliged to pay an enrolment fee for each new semester. This fee is mainly for the Semester Ticket, which is a public transportation pass valid for most bus and train lines running in North Rhine-Westphalia. The Semester Ticket provides a range of mobility options to students at an other-wise unbeatable price. Moreover, the fee includes the mandatory social security contribution and the contribution to the faculty's Student Representative Body.

With the Semester Ticket you also profit from a price reduction in the canteen. Please wait with transferring the semester fees until you have received an admission letter and until your visa (in case you are from outside the EU) has been approved and you are sure that you are able to travel to Germany!

Accommodation

Approx. € 350,- to 450,- per month;

Note: Private housing may be more expensive and in any case you have to leave a security deposit amounting to two or three months' rent (one month for flat share at the hall of residence), which is returned to you at the end of your term of residence as long as you are not in arrears of rent and no damage or abnormal wear and tear has been caused to the living quarters.

Health Insurance

Approx. € 110,- (Non-European only) - Conditions for students are the same for all public health insurance companies.

Canteens

Please find the prices and the menu of the canteens here:
www.stw-d.de/Essen/Speiseplan.php?ort=3.560&lang=en

General overview

You will find some information about general costs of living in Germany here:
https://www.hochschule-rhein-waal.de/en/academics/students/costs-scholarships-and-grants/costs-living

ACCOMMODATION

Please note that it is the student's own responsibility to arrange an accommodation. We strongly recommend that you make arrangements for accommodation in Kleve or Kamp-Lintfort as soon as possible after you have received your Letter of Admission!

Housing opportunities for Kleve and Kamp-Lintfort are available through private offers. **Please note that it can be difficult to find shortterm housing in Kleve and Kamp-Lintfort!** When studying in Kleve, we also suggest to search for accommodation in the surrounding villages (e.g. Goch, Weeze, Bedburg-Hau and Kranenburg) as the public transport connection is very good. If you need assistance in finding accomodation, you can can contact the Welcome Centre of the university: welcome-centre@hochschule-rhein-waal.de.

Please also consult the Centre for Internationalisation and Languages´ Facebook page where you can find helpful information, links and announcements.
https://www.facebook.com/IC.Rhine.Waal/

There are different Facebook fan pages/groups where students may advertise available rooms.
www.facebook.com/groups/hsrheinwaal

Here you will find some additional online links which can help you in searching for housing in our region:

KLEVE

- *www.facebook.com/hochschulerheinwaal*
- *http://www.wg-gesucht.de/en/*
- *www.hochschule-rhein-waal.de/en/university/services-students/accommodation/find-flat/flats-kleve*
- *https://www.immobilienscout24.de/wohnen/mietwohnungen.html* (German)

- *https://www.immobilienscout24.de/Suche/S-T/WAZ/Nordrhein-Westfalen/Kleve-Kreis?enteredFrom=one_step_search* (German)
- *www.studis-online.de/Wohnen/studenten-wg/angebote_lesen.php?PHP-SESSID=0804cd374fe2a06c46777a2004de0bbf* (German)

KAMP-LINTFORT

- *www.facebook.com/hochschulerheinwaal*
- *http://www.wg-gesucht.de/en/*
- *www.hochschule-rhein-waal.de/en/university/services-students/accommodation/find-flat/flats-kamp-lintfort*
- *www.immowelt.de/wohnungssuche/kamp-lintfort* (German)
- *https://www.immobilienscout24.de/Suche/S-T/WG-Zimmer/Nordrhein-Westfalen/Wesel-Kreis/Kamp-Lintfort?enteredFrom=one_step_search* (German)
- *www.immobilienscout24.de/Suche/S-T/WAZ/Nordrhein-Westfalen/Wesel-Kreis/Kamp-Lintfort?enteredFrom=one_step_search* (German)
- *www.studis-online.de/Wohnen/studenten-wg/angebote_lesen.php?PHP-SESSID=0804cd374fe2a06c46777a2004de0bbf* (German)

If you need any assistance, please contact the Centre for Internationalisation and Languages or the Welcome Centre!

YOUR STAY IN GERMANY

Permit of residency / Visa

Important visa information for non-EU exchange students:

Important!

It is essential to apply for the correct visa before entering Germany! If you are a citizen of a non-EU country, please contact the German embassy or consulate in your home country well in advance. European students do not need a visa.
In most cases, you will need to apply for a visa for study purposes. Tourist or Schengen visas cannot be converted into a residence permit for studies.
You are generally required to provide proof of sufficient financial resources for the duration of your stay – this usually means opening a blocked account ("Sperrkonto") with the currently required minimum amount (as of now: 11,904 € for 12 months).
Once you arrive in Germany, you must register at the local City Hall and present your visa at the local Immigration Office (Ausländerbehörde) in order to receive your residence permit.

Important: If you enter Germany on a tourist visa, you may be restricted from traveling within the EU and will face complications in obtaining the correct residence permit. In case of doubt, always contact the responsible embassy before traveling.

Health insurance

In order to enroll at a public university in Germany, students are required to have **German public health insurance** or a **European Health Insurance Card (EHIC)**. Please note: Travel insurances or other private insurances with limited coverage can not be accepted!

Students from EU countries: Please request a European Health Insurance Card (EHIC) from your local health insurance company.

Students from Non-EU countries: You must sign up for German health insurance before you can enroll at Rhine-Waal University of Applied Sciences. **You can easily do this after your arrival in Germany!**
On enrolment day, representatives from different public health insurance companies (e.g. Barmer, AOK, KKH, DAK) will be on hand to assist you. Rates for student health insurance will be around 125 EUR per month, regardless of provider. It goes without saying, but the University does not receive any commission or referral benefits from health insurance providers!

Exception for Turkish students: Turkish students with public health insurance who will be studying in Germany must provide a form called "TA/11". This form is proof of your public health insurance in Turkey and is accepted in lieu of German health insurance.
Private health insurance is not accepted, so students with private Turkish health insurance must sign up for German public health insurance for the length of their exchange period.

Arrival

Airport: Düsseldorf (DUS), then take the regional train: *www.bahn.de/p_en/view/index.shtml*

Free time

University Sports Program: *https://www.hochschule-rhein-waal.de/en/university/about-university/hsrw-sport/university-sports-z*

If you have any further questions, please feel free to contact the Centre for Internationalisation and Languages: *exchangestudents@hochschule-rhein-waal.de*

For support in finding an accommodation, you may also contact our Welcome Centre: *welcome-centre@hochschule-rhein-waal.de*

WE LOOK FORWARD TO WELCOMING YOU TO OUR UNIVERSITY!

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