

STUDENT EXCHANGE PROGRAMMES

FACT SHEET - ACADEMIC YEAR 2018-19

CONTACT DETAILS		
Full name of the university	Leuphana Universität Lüneburg (DE)	Leuphana University of Lueneburg (EN)
Website	www.leuphana.de	
Address	Universitätsallee 1 D-21335 Lüneburg	Fax +49.4131.677-1075
Information for Erasmus+ partners	Erasmus Code: D LUNEBUR01	PIC 996544827
International Office		
Website	www.leuphana.de/en/services/io.html	
Contact persons	Position	Contact details
Ms. Sabine BUSSE	Head of International Office, Erasmus Institutional Coordinator	+49.4131.677-1070 sbusse@uni.leuphana.de
<i>Incoming students section</i>		
Ms. Claudia WÖLK	International Student Coordinator	+49.4131.677-1072 cwoelk@uni.leuphana.de
Ms. Kirja FROMMEYER	International Student Administrator	+49.4131.677-1410 frommeyer@uni.leuphana.de
Ms. Tanja SCHAEFER	International Student Administrator / Accommodation	+49.4131.677-2646 accommodation@uni.leuphana.de
<i>Outgoing students section</i>		
Ms. Eva VOSSHAGEN	Outgoing Student Coordinator	+49.4131.677-1073 vosshagen@uni.leuphana.de
Ms. Sandra SCHNELL	Study Abroad Administrator	+49.4131.677-1078 schnell@uni.leuphana.de


IMPORTANT DATES		
	Semester 1	Semester 2
Nomination deadline	15 May 2018	15 November 2018
Application deadline	15 July 2018	15 January 2019
Proposed arrival dates	1 - 4 Sep 2018	1 – 3 March 2019
Language & Orientation Program	5 Sep – 12 Oct 2018	4 – 29 March 2019
Classes start	15 Oct 2018	1 April 2019
Classes end	1 Feb 2019	05 July 2019
Exam period	11 - 27 Feb 2019	15 July - 31 Jul 2019



ADMISSION
Online application
www.leuphana.de/en/services/io/incomings/exchange/prearrangement/antrag-auf-zulassung.html
Documents to be submitted with online application
<ol style="list-style-type: none"> 1. Certificate of enrolment of your home university 2. Transcript of records 3. Learning Agreement (Proposed study plan for study abroad) 4. Certificate of Bachelor/Master degree (if applicable) 5. Photo 6. Copy of passport or ID 7. Proof of health insurance valid in Germany (EU citizens: copy of EU health card) 8. Applicants who need a visa: Proof of financial resources amounting to approx. 4000 EUR/semester 9. Declaration for students regarding the use of data processing systems (download available in the online application) 10. Confirmation of language requirements (download available in the online application)
Language requirements
<p>Incoming exchange students must have at least the following language proficiency upon arrival:</p> <ul style="list-style-type: none"> ▪ upper beginner level (A2) in German when taking courses taught in German ▪ upper intermediate level (B2) in English when taking courses taught in English

STUDIES	
Languages of Instruction: German and English	
Bachelor's programmes taught in English <ul style="list-style-type: none"> ▪ International Business Administration & Entrepreneurship ▪ Digital Media ▪ Environmental and Sustainability Sciences 	Bachelor's programmes with single courses taught in English <ul style="list-style-type: none"> ▪ Business Information Systems ▪ Cultural Studies ▪ Economics ▪ Industrial Engineering ▪ Law (Corporate Law and Business Law) ▪ Political Science ▪ Teaching training programs
Master's programmes taught in English <ul style="list-style-type: none"> ▪ International Economic Law (LL.M.) ▪ Sustainability Science - Global Sustainability Science (M.Sc.) ▪ Management & Entrepreneurship: Data Science - Engineering (M.Sc.) 	Master's programmes with single courses taught in English <ul style="list-style-type: none"> ▪ Educational Science (M.A.) ▪ Teacher training programs (M.Ed.) ▪ Public Economics, Law and Politics (M.A.) ▪ Culture, Arts and Media (M.A.) ▪ Management & Entrepreneurship: Business Development – Financial Institutions – Human Resources - Marketing (M.A.)



Course information
<p>All programmes of study at Leuphana University have been modularized in order to support international student mobility and to make credit transfer easier. A module is defined as a course unit that comprises a set of courses on a given topic including a final examination.</p> <p>The module handbook is accessible at: https://mystudy.leuphana.de/vvz/showVVZ Log in as guest. Select a program of study. Click  for module description.</p>
Module selection
<p>Guidelines for module selection can be found at http://www.leuphana.de/en/services/io/incomings/exchange/planning-your-studies.html</p> <p>Exchange students can combine modules from different subject areas respecting their study level (bachelor/master).</p> <p>The module selection will be finalized during the orientation programme upon consultation with the academic advisor at Leuphana University.</p>
Semester workload
30 ECTS credits (standard module workload: 5 ECTS credits)
Language and Orientation Programme
<ul style="list-style-type: none">▪ The International Office offers a 4-week language and orientation programme for new international students before the start of every semester. The programme includes▪ intensive German language courses (available from beginner level)▪ assistance with all formal requirements - registration with the university and the local authorities, health insurance, etc.▪ introduction to the services and facilities provided by Leuphana▪ advice on module choice and module registration▪ guided Lüneburg tour▪ day trip to Hamburg▪ weekend trip to Berlin (optional)▪ social events
Language support
<p>Leuphana offers pre-sessional intensive German language courses at all levels (see Language and Orientation Programme) as well as semester-long courses at all levels except elementary level (A1).</p> <p>The Writing Centre helps students prepare coursework/presentations in German, write an essay, etc.</p> <p>As regards daily life, almost everybody in Germany understands and speaks English.</p>



PRE-ARRANGEMENTS
Visa
<p>Citizens of</p> <ul style="list-style-type: none">▪ EU countries and EFTA3 countries do not need a visa and simply register with the local authorities upon arrival.▪ Australia, Israel, Japan, Canada, New Zealand, Korea, and the United States can enter Germany without a visa and apply for a residence permit upon arrival.▪ other countries are advised to contact the German embassy or the nearest German consulate for information on student visas. <p>For further information, please visit the website of the Federal Foreign Office: www.auswaertiges-amt.de/EN/EinreiseUndAufenthalt/Uebersicht_node.html</p>
Accommodation
<p>Leuphana supports incoming exchange students in finding suitable accommodation. For information on housing options, please see the website: www.leuphana.de/accommodation</p>
Arrival services
<p>New international students will be provided individual assistance upon arrival. Fellow students, so-called 'buddys', will help newly arrived students from abroad to settle in and make them feel at home in Lüneburg. Buddys pick up new students at either the airport or the train station, take them to their place of stay and provide support to cope with daily life matters. Students sign up for the buddy program by sending an e-mail to: buddy@leuphana.de</p>
Health insurance
<p>Health insurance covering full medical care during the study abroad in Germany is obligatory.</p> <p>EU students are eligible to full medical services in Germany upon presentation of the EU Health Card.</p> <p>Non-EU students can take out health insurance either in their home country (unlimited coverage) or in Germany. Please note that travel insurance will not be accepted.</p>



ESTIMATED STUDENT BUDGET in Euros	
Tuition / administrative fees	None
Language & Orientation Programme - Participation in this pre-sessional program is optional but recommended.	75
Mandatory third-party fees - one-time semester fees including <ul style="list-style-type: none">▪ reduced prices for lunch and dinner meals served in the campus canteen (Mensa)▪ the so-called 'semester ticket' that entitles students to use Lüneburg/suburban/regional busses and regional trains to/from Hamburg and within the state of Lower Saxony without any further payments.	280
Residence Permit - one-time processing fee for 1 / 2 semester(s)	50 / 100
Rent per month - accommodation in single rooms, self-catering	280 - 350
Student health insurance per month - applicable to non-EU residents only	90
Other monthly costs - meals/food, books, leisure activities, etc. (approx.)	300 - 500

OTHER INFORMATION
Campus facilities
IT and Media Centre - WLAN on campus - University library - Canteen and cafeteria - Sports facilities and gym - Bookstore and copy shop - Branch bank and cash machine - Health insurance provider
Disability
The University campus is widely accessible for disabled people. A limited number of apartments for disabled students is available.
Travel
The International Office organizes a couple of weekend trips during the semester, e.g. to Bremen, Wolfsburg or to the seaside, in winter to Christmas Markets like in Dresden. In addition, students can easily go by train from Lüneburg or by plane from Hamburg to destinations in Europe. Both train and flight tickets are available at reasonable prices if bought early in advance.
Internship / Volunteer opportunities
There are jobs and volunteer opportunities on and off campus. Leuphana provides assistance in applying for an internship upon completion of the study abroad.