## PARTNER INFO SHEET

FH Aachen University of Applied Sciences, Germany  
(ERASMUS Code D  AACHEN02)  
Department II.4: International Affairs

<table>
<thead>
<tr>
<th><strong>Address</strong></th>
<th>Bayernallee 11, D-52066 Aachen, GERMANY</th>
</tr>
</thead>
</table>
| **Postal Address** | FH Aachen University of Applied Sciences  
Postfach 100560  
Department II.4, International Affairs  
D-52005 Aachen  
Germany  

(please send only small-sized letters to this PO Box) |
| **For all other deliveries (parcels, oversized letters, courier service, etc.):** | FH Aachen University of Applied Sciences  
Bayernallee 11  
Department II.4, International Affairs  
D-52066 Aachen  
Germany |
| **Websites/Fax/General Email** | www.fh-aachen.de  
http://www.aaa.fh-aachen.de or  
http://www.fh-aachen.de/hochschule/akademisches-auslandsamt/  
Fax: +49 (0)241 6009-51089  
Email: aaa@fh-aachen.de |
| **Head of the Department of International Affairs** | Ms. Nathalie Kazma  
Email: kazma@fh-aachen.de  
📞: +49 (0) 241 6009 51018 |
| **ERASMUS Institutional Coordinator** | Ms. Linda Weller (Aachen)  
Email: weller@fh-aachen.de  
📞: +49 (0) 241 6009 52839  
and  
Ms. Britta Ritzal (Campus Juelich)  
Email: ritzal@fh-aachen.de  
📞: +49 (0)241 6009 53290 |
| **Exchange Coordinators for all incoming students from partner universities** | Ms. Sabine Brinker (Aachen)  
Email: brinker@fh-aachen.de  
and  
Ms. Katherine Stone (Campus Juelich)  
Email: stone@fh-aachen.de  
📞: +49 (0) 241 6009 53270 |

| **Exchange Coordinators** |
| Exchange programs overseas / outside Europe: & Exchange programs overseas / outside Europe: |
| Outbound students from FH Aachen & Outbound students from FH Aachen |

FH Aachen University of Applied Sciences, Department of International Affairs, 23.10.2018
### Contact for all incoming or outgoing business students

(different application deadlines!)

**FH Aachen University of Applied Sciences**
**Department of Business**
**International Faculty Office**
**Eupener Str. 70**
**D-52066 Aachen**
**Germany**


<table>
<thead>
<tr>
<th>Nomination Deadlines for Exchange (Incoming)</th>
<th>for Summer-Semester: 01.10.</th>
<th>for Winter-Semester: 01.05.</th>
</tr>
</thead>
</table>

### Application

Exchange students from partner universities:

After the students have been nominated by their home university we will send a link for online application to all nominated students.

### Application Deadlines

<table>
<thead>
<tr>
<th>for Summer-Semester: 31.10.</th>
<th>For Winter-Semester: 31.05.</th>
</tr>
</thead>
</table>

### Language Requirements

For the Departments of Architecture and Civil Engineering a German Language Level of minimum B1 is required. Please add certified proof to application.

### Semester Start

<table>
<thead>
<tr>
<th>Summer Semester 01.03.</th>
<th>Winter Semester 01.09.</th>
<th>Begin of free intensive German Language Course: (recommended for all exchange students) during March and September</th>
</tr>
</thead>
<tbody>
<tr>
<td>(Lecture period from mid March to mid July)</td>
<td>(Lecture period from mid September to mid February)</td>
<td></td>
</tr>
</tbody>
</table>

### Orientation week

Usually 2 weeks before the start of the lectures

### German Language Courses

FH Aachen University of Applied Sciences offers a free Intensive German Language Course at the beginning of the semester (2 weeks) prior to the begin of the lecture period as well as a free German language course during the semester. To receive credits regular attendance during the semester and a final exam is required.

### Course Search

- [http://www.fh-aachen.de/studienangebot/](http://www.fh-aachen.de/studienangebot/) (different admission requirements for exchange students)
- Course information (per study programme and semester):
  - [www.campus.fh-aachen.de](http://www.campus.fh-aachen.de) and on the websites of the academic departments
  - Faculty of Business Studies / Lectures taught in English: [https://www.fh-aachen.de/fachbereiche/wirtschaft/international/study-as-an-exchange-student-the-faculty-of-business-studies/list-of-courses/](https://www.fh-aachen.de/fachbereiche/wirtschaft/international/study-as-an-exchange-student-the-faculty-of-business-studies/list-of-courses/)
  - All other Faculties / Lectures taught in English: [https://www.fh-aachen.de/hochschule/akademisches-auslandsamt/internationale-studierende-bewerber-und-bewerberinnen/englischsprachige-kurse/](https://www.fh-aachen.de/hochschule/akademisches-auslandsamt/internationale-studierende-bewerber-und-bewerberinnen/englischsprachige-kurse/)

### Classes / Exams

Lectures, group work/exercises, lab work and project based learning

Examinations: Oral and/or written examinations at the end of the semester (mid February or mid July)

### Language of Instruction

Bachelor’s programmes mainly taught in German, several Master’s programmes completely taught in English.
| ECTS Credit System and Workload | 1 academic year = 60 credits  
1 semester = 30 credits  
1 term/ trimester = 20 credits  
One credit reflects a workload of 25-30 hours, including classroom time, labs, preparation, homework, etc. A standard semester consists of 30 credits. |
| Grading System | 1.0 – 1.3 sehr gut (very good)  
1.7 – 2.3 gut (good)  
2.7 – 3.3 befriedigend (satisfactory)  
3.7 – 4.0 ausreichend (sufficient)  
5.0 mangelhaft (not sufficient, fail) |
| VISA / Residence Permit | EU citizens: Residence Permit can be obtained after arrival  
Non-EU students must apply for a Student Visa at the German Embassy/Consulate in their home country (exceptions for American, Canadian, Australian and some other nationalities), see [https://www.daad.de/deutschland/bewerbung/en/9199-visas/](https://www.daad.de/deutschland/bewerbung/en/9199-visas/) and [http://www.auswaertiges-amt.de/EN/EinreiseIndAufenthalt/03_Visabestimmungen/Visabestimmungen_node.html](http://www.auswaertiges-amt.de/EN/EinreiseIndAufenthalt/03_Visabestimmungen/Visabestimmungen_node.html) for further information.  
Important notice: If you enter Germany without a visa (e.g. if you have Australian citizenship) you will not be allowed to take up a student job before you have applied for your student residence permit at the local Foreigners’ Office (request for appointments in Aachen: auslaenderamt@staedteregion-aachen.de).  
Attention: Non-EU students coming from a European partner university must usually as well apply for a Student Visa at the German Embassy in their country of residence. Generally, the residence permit of a Schengen country is not automatically valid for studies in another Schengen country, but only for a visit as a tourist for the duration of 90 days. Study visas cannot be obtained at the Foreigners’ office here in Aachen but only in the country of residence.  
But: Due to new EU regulations exchange coordinators from FH Aachen might apply in advance for exceptions to the above mentioned rule if a non-EU student who has a valid student residence permit for another EU country according to the "REST-Rule"(2016/801/EU) is planning to attend our university within the framework of a mobility programme with a maximum duration of 360 days (e.g. ERASMUS+). Please contact your exchange coordinator at FH Aachen in advance in order to enquire if this rule applies to you, so that you might avoid a visa application at a German embassy. |
| Summer Schools | ROS Summer School (Robot Operating Systems, taught in English): [https://www.fh-aachen.de/fachbereiche/maschinenbau-und-mechatronik/international/ros/](https://www.fh-aachen.de/fachbereiche/maschinenbau-und-mechatronik/international/ros/)  
3D printing Summer School (taught in English): [https://www.fh-aachen.de/fachbereiche/maschinenbau-und-mechatronik/international/3d-printing-summer-school/](https://www.fh-aachen.de/fachbereiche/maschinenbau-und-mechatronik/international/3d-printing-summer-school/)  
| Housing | The Department of International Affairs offers a limited number of rooms in student dorms to exchange students and assists in finding a room.  
The average rent per month for a furnished room/apartment in Aachen can range from 250 € to 400 € or even more. Additionally, a security deposit of two-months-rent is required. |
<p>| Monthly Costs of Living | Costs of living in Aachen sum up to approximately 800 € per month (including costs for housing, food, entertainment, books, transport and personal expenses). The German embassies abroad currently request a proof of 735 € per month from applicants for a student visa. |</p>
<table>
<thead>
<tr>
<th><strong>Additional Fees</strong></th>
<th>Administrative fee (this is not a tuition fee) of approx. 270 € per semester obligatory for enrolment (includes a ticket for free public transport in the Federal State of North Rhine-Westphalia (NRW), a student activity fee and a university accident insurance).</th>
</tr>
</thead>
</table>
| **Health Insurance Requirements** | Valid health insurance required for enrolment - can be purchased after arrival in Germany, approx. 90 € per month. A travel insurance for the first two weeks is highly recommended as the student health insurance only becomes valid after enrolment.  
| | EU-citizens should bring their European Health Insurance Card (EHIC-Card). |
| **Campus Facilities** | - Internet-Access in every building of the university  
| | - Libraries in every department, several canteens  
| | - Computer laboratories and group rooms  
| | - Sporting Activities (see [http://hochschulsport.rwth-aachen.de/hsz/](http://hochschulsport.rwth-aachen.de/hsz/)) |
| **Transport from Airport/Train Station to Campus** | Not arranged by the university. For train connections from the airport to Aachen (or Jülich, 35 km away from Aachen) check: [www.bahn.de](http://www.bahn.de)  
| | **Nearest Airports:** Düsseldorf, Köln-Bonn, Maastricht (NL)  
| | - Further international airports: Frankfurt, Brussels (B) |