# Information Sheet

TECHNISCHE UNIVERSITÄT DARMSTADT

## Exchange Program for the Summer Semester 2017, Winter Semester 2017/18 and Summer Semester 2018
## Technische Universität Darmstadt
## International Relations & Mobility

| | | |
|---|---|---|
| Contact person | Ms. Pia Schmitt, M.A. | Email: schmitt.pi@pvw.tu-darmstadt.de<br>Tel.: +49-6151-16-24058<br>Fax: +49-6151-16-24052 |
| Postal address | Ms. Pia Schmitt, M.A.<br>Technische Universität Darmstadt<br>International Relations & Mobility<br>Karolinenplatz 5<br>64289 Darmstadt, Germany | |
| Homepage | http://www.tu-darmstadt.de/international/index.en.jsp | |

## Application Information

| | |
|---|---|
| Exchange Information | http://www.tu-darmstadt.de/international/exchangestudents/inbound/africaasiacentralsouthamerica/index.en.jsp |
| Application Deadline | May 30th for Winter Semester<br>November 30th for Summer Semester |
| Online application | https://tuda.moveon4.de/locallogin/55b8849b84fb96032c000000/eng<br>Regular **Exchange** Students:<br>Please indicate “Exchange” as type of framework in the section “Current studies and requested stay”.<br>**Double-Degree** Students from Brazil:<br>Please indicate “DD-USP” as type of framework in the section “Current studies and requested stay”.<br>**Double-Degree** Students from China:<br>Please indicate “DD-Tongji” as type of framework in the section “Current studies and requested stay”. |

| | |
|---|---|
| Application steps & Documents | ▪ We require a list of nomination from our partner university prior to their sending of the application documents.<br>▪ The exchange students should complete the online application as soon as possible after the internal nomination at our partner university.<br>▪ Printed online application together with following documents are to be submitted to our office via our partner university:<br>- Learning Agreement (to be downloaded here)<br>- Original of the most recent transcript of records |
| Language Requirements | ▪ English Proficiency<br>▪ German Proficiency is NOT a requirement but we recommend Intermediate German language skills (2 semesters of German) and participation in the 4-week German Language Course prior to the start of classes at TUD (for Summer Semester: March / for Winter Semester: September) |
| Student eligibility for exchange program | ▪ Student status at our partner university maintained throughout the exchange period at TU Darmstadt<br>▪ Bachelor students must have a completion of 2 years<br>▪ Our partner university takes the responsibility for guaranteeing the student's good course credit and language proficiency meeting up to the standard of an exchange based on their internal nomination. |

## Semester, Lectures and Exams

| | | |
|---|---|---|
| Semester Dates | **Summer Semester 2017** | **April 1st, 2017 – September 30th, 2017** |
| | Kick Off Meeting: | March 2nd, 2017 |
| | Language Course Placement Test: | March 3rd, 2017 |
| | Language Course: | March 6th, 2017 – March 31st, 2017 |
| | Begin of classes: | April 18th, 2017 |
| | End of classes: | July 21st, 2017 |
| | Exam Period: | July – September 2017 |
| | **Winter Semester 2017/2018** | **October 1st, 2017 – March 31st, 2018** |
| | Kick Off Meeting: | Beginning of September 2017 |
| | Language Course Placement Test: | Beginning of September 2017 |
| | Language Course: | September 2017 |
| | Begin of classes: | October 16th, 2017 |
| | End of classes: | February 9th, 2018 |
| | Exam Period: | January – March 2018 |
| | Christmas Break: | December 27th, 2017 – January 6th, 2018 |

| | | |
|---|---|---|
| | **Summer Semester 2018** | **April 1st, 2018 – September 30th, 2018** |
| | Kick Off Meeting: | Beginning of March 2018 |
| | Language Course Placement Test: | Beginning of March 2018 |
| | Language Course: | March 2018 |
| | Begin of classes: | tbd |
| | End of classes: | tbd |
| | Exam Period: | July – September 2018 |
| Learning Agreement (Course load) | ▪ We strongly advise new exchange students to participate in the German Intensive Course in September/March (free of charge).<br>▪ During the semester, the students are recommended to take at least one language course at the Language Resource Centre of TU Darmstadt.<br>▪ Depending on the study level, the students are recommended to take at least 3 lectures.<br>▪ Bachelor exchange students with sufficient language proficiency are allowed to attend master courses. | |
| Common concerns about the exam | In case an exchange student will leave before an exam date, they may have two options:<br>▪ Arrange an earlier exam individually with the professor at TU Darmstadt.<br>▪ Arrange a proctored exam at the home university with the professor at TU Darmstadt. | |
| Grading System | 1 = very good (a particularly outstanding achievement)<br>2 = good (a considerably better than average achievement)<br>3 = satisfactory (an achievement which fully meets the required standards)<br>4 = sufficient (an achievement which meets the required standards)<br>5 = fail (significant deficiencies) | |
| Course restrictions | Anglistics and English Literature (expired programs) | |
| English taught courses | http://www.tu-darmstadt.de/international/exchangestudents/inbound/sheduled_courses_iro/kursuebersicht_iro.en.jsp | |

## Dates and Orientation

| | |
|---|---|
| Arrival Date | We provide a welcoming event “Kick-Off Meeting” on the first weekday of September in Winter Semester and on the first weekday of March in Summer Semester. If possible, we strongly request the exchange students to arrive at latest one day in advance of the Kick-Off Meeting, where they will meet their tutors and other group members of the Experience Week(s). Other important concerns, such as organized moving into student residence, signing a statutory health insurance, registration at TU Darmstadt and the Darmstadt’s Foreigners Administration Office, will follow up the Kick-Off Meeting. |
| Orientation Week(s) | Winter Semester: 4-Week orientation program starting from Kick-Off Meeting<br>Summer Semester: 1-Week orientation program starting from Kick-Off Meeting |

## Obligatory Expenses

| | |
|---|---|
| Semester Contribution | All enrolled students at TU Darmstadt are required to pay a semester contribution of approx. 200 € per semester that includes a ticket for the public transportation within the wider area of Rhein-Main Region. |
| Health Insurance | For an enrollment at TU Darmstadt all exchange students are required to purchase a German statutory health insurance to avoid complication in case of injuries or sickness. German statutory health insurance offers 100 % coverage for doctor-visits, basic dental repair and hospital treatment. The cost is currently approx. 80 € per month for students under the age of 30.<br>The validity of the insurance starts always from beginning of a semester, namely, from 1st October in winter semester, or 1st April in summer semester. Hence, the students are only required to buy a travel insurance merely covering from their arrival to the beginning of a semester for visa application.<br>A statutory health insurance can be purchased in Darmstadt. Every statutory health insurance institution charges the same student rate.<br>**A German statutory health insurance is an absolute requirement to register at TU Darmstadt!** |

## Accommodation

| | |
|---|---|
| On- and Off-Campus Rooms | On-Campus rooms are available but not guaranteed due to the limited amount. The allocation of on-campus rooms usually takes place approx. 1 - 1.5 months prior to the Kick-Off Meeting. The department in charge of room allocation is “Housing and Guest House Service”: http://www.intern.tu-darmstadt.de/wohnengaestehaeuser/index.en.jsp<br><br>In case On-Campus rooms are not available, the department will assist the students in finding Off-Campus rooms in sending them a detailed guidebook via e-mail. |