

## LLP-ERASMUS Information Leaflet

<b>Name of institution:</b>	<b>KIT – Karlsruhe Institute of Technology</b>	
<b>Code of institution:</b>	<b>D KARLSRU01</b>	
<b>ERASMUS Charter:</b>	<b>EUC – 29815</b>	
<b>URL address:</b>	<b><a href="http://www.kit.edu/">http://www.kit.edu/</a></b>	
<b>Head of institution</b>	<b>Prof. Dr. Horst Hippler</b>	
<b>Head of the International Office</b>	<b>Achim Niessen</b>	KIT – International Office Adenauerring 2, Geb. 50.20 D-76131 Karlsruhe, Germany
<b>Erasmus Institutional Coordinator</b>	<b>Andrea Morlock-Scherm</b>	KIT – International Office Adenauerring 2, Geb. 50.20 D-76131 Karlsruhe, Germany Tel.: +49 (0721) 608-44920 Fax: +49 (0721) 608-44907 Email: <a href="mailto:andrea.morlock-scherm@kit.edu">andrea.morlock-scherm@kit.edu</a>
<b>Erasmus Incoming Coordinator:</b>	<b>Mia Tjandisaka</b>	KIT – International Office Adenauerring 2, Geb. 50.20 D-76131 Karlsruhe, Germany Tel.: +49 (0721) 608-44927 Fax: +49 (0721) 608-44907 Email: <a href="mailto:mia.tjandisaka@kit.edu">mia.tjandisaka@kit.edu</a>
<b>Calendar of the academic year 2010-2011</b>	<b>1<sup>st</sup> semester</b>	October 1 <sup>st</sup> , 2011 – March 31 <sup>st</sup> , 2012
	<b>2<sup>nd</sup> semester</b>	April 1 <sup>st</sup> , 2012 – September 30 <sup>th</sup> , 2012
<b>Period of courses</b>	<b>1<sup>st</sup> semester</b>	October 17 <sup>th</sup> , 2011 – February 12 <sup>th</sup> , 2012
	<b>2<sup>nd</sup> semester</b>	April 16 <sup>th</sup> , 2012 – July 22 <sup>nd</sup> , 2012
<b>Orientation week</b>	<b>1<sup>st</sup> semester</b>	September 18 <sup>th</sup> , 2011 – September 25 <sup>th</sup> , 2011
	<b>2<sup>nd</sup> semester</b>	To be determined, about 4 weeks before the start of courses
<b>(Pre-semester) German language courses</b>	<b>1<sup>st</sup> semester</b>	September 26 <sup>th</sup> , 2011 – October 14 <sup>th</sup> , 2011
	<b>2<sup>nd</sup> semester</b>	To be determined, about 3 weeks before the start of courses
<b>Application deadline</b>	<b>June 15<sup>th</sup></b>	for the 1 <sup>st</sup> semester or for the whole academic year
	<b>January 15<sup>th</sup></b>	for the 2 <sup>nd</sup> semester

<p><b>Application procedure</b></p>	<ol style="list-style-type: none"> <li>1. Please mail us the name of your nominated students <b>four weeks before the application deadline</b>. After receiving the nomination, we will mail your students the URL of our online application form.</li> <li>2. Students must submit a hard copy of the online application form and other required documents (e.g. Learning Agreement, German Language Certificate) to the coordinator. After signing, the coordinator/your students should forward the application package to the following address prior to the deadline:  <b>KIT – Akademisches Auslandsamt  Adenauerring 2  D-76131 Karlsruhe  Germany</b></li> <li>3. Acceptance at the KIT is confirmed when the nominated students receive our Admission Letter (“Zulassungsbescheid”), that will be sent in mid-July or in mid-February.</li> </ol>
<p><b>Application requirements</b></p>	<p>The required documents for application:</p> <ul style="list-style-type: none"> <li>• Print-out of the online application form</li> <li>• Learning Agreement</li> <li>• Student Application Form (paper form)</li> <li>• Certificate of German language (<b>required: A2-Level; recommended: B1-Level</b>)</li> </ul> <p><b>Attention: B1-Level</b> is required for nominated students applying for study field <b>Chemistry, Biology and Mechanical Engineering</b>)</p> <p>Attention: all required documents have to be approved, signed and stamped by the Erasmus coordinator at the home university.</p>
<p><b>Further information for incoming students</b></p>	<p>Useful and helpful information for incoming students can be found at:  <a href="http://www.aaa.kit.edu/143.php">http://www.aaa.kit.edu/143.php</a></p>
<p><b>Lectures/Courses/Project</b></p>	<p>Information on courses, course descriptions, schedule etc. can be found at the following sites:  <a href="https://zvwgate.zvw.uni-karlsruhe.de/qisserver/pub/mhb/index.html">https://zvwgate.zvw.uni-karlsruhe.de/qisserver/pub/mhb/index.html</a>  <a href="https://studium.kit.edu/meineuniversitaet/Seiten/vorlesungsverzeichnis.aspx">https://studium.kit.edu/meineuniversitaet/Seiten/vorlesungsverzeichnis.aspx</a>  <a href="http://www.kit.edu/studieren/fakultaeten.php">http://www.kit.edu/studieren/fakultaeten.php</a> (links to faculty sites)</p> <p>Please note that course registration for some seminars, lectures is required. If further information is needed, it is best to contact the departmental coordinator/instructor directly and enquire about course details.</p> <p>If you are planning to do a project, a supervisor will be required. Please contact departmental coordinators for further details.</p>

<p><b>Departmental Coordinators</b></p>	<p>For all academic questions concerning study schedule, ECTS, courses, etc. please contact the departmental coordinators at: <a href="http://www.aaa.kit.edu/1789.php">www.aaa.kit.edu/1789.php</a></p>
<p><b>German language courses</b></p>	<p><b>Since the majority of courses offered at the KIT are held in German only</b>, a good command of German is necessary for any ERASMUS student coming to Karlsruhe. <b>Recommended</b> is at least <b>B1-level of the CEFR</b> (Common European Framework of Reference for Languages).</p> <p>Should the German language proficiency not match the minimum standards, we strongly advise all students to use the time left in home country to obtain the necessary skills.</p> <p>If your students want to roughly determine the CEFR-level of German, they might do so with the following online test provided by the Goethe Institute. <a href="http://www.goethe.de/cgi-bin/einstufungstest/einstufungstest.pl">http://www.goethe.de/cgi-bin/einstufungstest/einstufungstest.pl</a></p> <p>We offer a pre-semester German language course for all ERASMUS students usually about 3 weeks before courses begin. At the moment the tuition fee for this course is 50 €.</p>
<p><b>Accommodation</b></p>	<p>Most students in Karlsruhe live in dormitories or share a flat. There is, however, an acute shortage of living space, especially at the start of the winter semester. We <b>cannot guarantee</b> the availability of accommodations but we will do our best to assist all ERASMUS students settling down in Karlsruhe.</p> <p>Room and Housing Agents:</p> <p>Melitta Habersaat Tel. +49 (0)721 608-44919 Fax. +49 (0)721 608-44907 <a href="mailto:melitta.habersaat@kit.edu">melitta.habersaat@kit.edu</a></p>
<p><b>Health insurance</b></p>	<p>Health insurance coverage during the <b>entire</b> stay in Germany is compulsory. Consequently all students have to organize the health insurance at their home country before arriving in Karlsruhe. ERASMUS students from EU/EEA member states usually bring the European Insurance Card.</p>

**Visa/residence permit**

Erasmus students from

- a non-EU member state or
- a non-EEA member state

will require a **student visa** (not a tourist visa) in order to study in Germany. This visa can be obtained at the local German embassy.

To receive this visa, students need the “Zulassungsbescheid” (Admission Letter) from the KIT. We will send the Admission Letter to successful applicants in mid-July or in mid-February.

Please note that the processing time for a student visa varies from 4 to 8 weeks or longer depending on the local embassy. The KIT can not affect this procedure. Please inform your students to apply for a student visa immediately as soon as they receive the “Admission Letter”.

**All other ERASMUS students do not require a visa.**