



International Office

Partner Information Form

For Prospective Incoming Exchange Students

Address	Technische Universität München Arcisstraße 21 80333 München Germany
Head of Institution	Professor Dr. Dr. h.c. mult. Wolfgang A. Herrmann
Internet address	www.tum.de

Application Deadline

Closing Dates	Winter term (or for an entire year at TUM): 31 st of May Summer term: 31 st of October
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Application Procedure

Prospective Incoming Students	The partner university selects students according to performance, commitment and language skills and nominates them for the exchange semester stay via the web-based platform “moveonnet” (= eNomination). After an acknowledgement-email from TUM, the International Office of the home university sends the application documents to TUM. Applications should include the following documents:
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- 1) Online application printed and signed by applicant and bearing a stamp and signature from the international office of the partner university
- 2) One-page letter of motivation (either in German or English)
- 3) Curriculum vitae (either in German or English)
- 4) Study programme (signed and stamped by a departmental coordinator)
- 5) Transcript of records (all grades attained at university), signed and stamped by registrar of university
- 6) Passport photo (original, no scanned or copied version)
- 7) language certificate (can be issued by home institution)
 - English language certificate: Students who are planning to attend courses in English at TUM (at least level B2)
 - German language certificate: Students who are planning to attend courses in German at TUM (at least level B2)
 - English and German language certificate: Students who are planning to attend courses in both languages (at least each with level B2)

Application procedure and online application link for “TUMexchange” and “partner universities”: www.international.tum.de/en/welcome-at-tum/internationale-studierende/austauschstudierende/

Course Registration and Academic Information

Semester Dates	Winter term: October-March Summer term: April-September Refer to the current calendar for specific dates for the lecture period: http://www.tum.de/index.php?id=627
List of Faculties	http://www.tum.de/en/about-tum/faculties/
Course Catalogue and Course Descriptions	https://campus.tum.de/tumonline/webnav.ini To use the course catalogue, choose the desired language in the top right hand corner (de/en) then select « courses » in the search bar and click on « advanced search » Selecting « English » as the language of instruction, will then give you a list of all the courses offered in English in a given semester.
Language of Instruction	German and English. The number of courses offered in English is constantly increasing and TUM offers more than 25 Master's Programmes that are conducted entirely in English. Please confirm the language of instruction for courses of interest.
Language Proficiency	Proficiency in the language of course instruction is required, that is, German proficiency is required for courses taught in German, while proficiency in English is required for courses taught in English. While not mandatory for all TUMexchange students, some German proficiency is highly desirable even for students who are only taking courses held in English in order to fully participate in the wider community and student life. Language courses are available both prior to and during the semester.
Semester Workload	20 ECTS credits recommended
Academic Transcripts	All students should contact their TUM department. Students who need to have an original transcript sent to their home institution, need to inform their TUM department of the relevant address.

Accommodation

Accommodation	<p>There is a very high demand for accommodation in Munich. The International Office of TUM only has a limited number of rooms allocated by the "Studentenwerk" (Munich based Student Association) and therefore can only offer accommodation to one in nine exchange students. However, we try to send students coming under the "TUMexchange" program at least one room offer.</p> <p>In case we can offer a room to these students, they will automatically be placed on a list to receive a room offer, unless they specifically request that they do not want to live in student accommodation facilities.</p> <p>In case we <u>cannot</u> offer a room due to high demand, we will send out an email in July (for winter term) / in January (for summer term).</p> <p>The rooms we offer are typically single or double bedroom apartments with kitchenettes and private bathrooms or shared double rooms with community showers and kitchens. Internet access is currently available at all student accommodation. Meals are not provided, but there are student cafeterias on all 3 campuses where lunch is served at very reasonable prices.</p>
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For students from exchange programmes not included in “TUMexchange” (e.g. students coming under the agreement of “partner university”, faculty agreements or third party programs,..): Please follow the information for “Erasmus program,...”, which can be found under the following link:

www.international.tum.de/en/welcome-at-tum/internationale-studierende/wohnsituation/austauschstudierende/

Orientation Programme

Orientation Programme TUMi provides an orientation programme to help newly arrived international students. The programme starts each semester 2 weeks before classes begin. It is divided into instructional units that are designed not only to help newcomers get through the paper work upon arrival, but also to acquaint students with the cultural attractions in and around Munich.

For more information please see:
www.international.tum.de/en/welcome-at-tum/internationale-studierende/tuminternational/

Estimated Expenses:

Student Dormitories:	€ 280 – € 350 (additionally a deposit of one monthly rent will be demanded)	Books and Lecture Materials:	Approx. € 40 per month
Private Dorms / Apartments:	€ 250 – € 600	Personal Expenses: (Telephone, Clothing, Recreation, etc.)	Approx. € 150 per month
Meals:	€ 200 - € 300 per month	Health Insurance:	€ 76 - € 78 per month
Public transportation	Solidarity fee 59€ /per semester (compulsory) & Semester Ticket 141€ / per semester (optional)	Administrative Fee:	€ 42 per semester

Visa Requirements/Residence Permit Application

Entry Regulations Applicants from non-EU nations require a student visa to study in Germany. Exempt from this regulation are applicants from the United States, Australia, Canada, New Zealand, Japan, the Republic of Korea as well as Israel. Students who need a visa must apply for this at least 2 months prior to their departure at the embassy or consulate of the Federal Republic of Germany in their home country. A tourist visa cannot be changed to a student visa once the student has arrived in Germany. Students who do not need a visa to enter Germany have to fill out a residence permit application after their arrival in Germany. This can be obtained at the local Registration Authority for International Residents:

www.international.tum.de/en/welcome-at-tum/internationale-studierende/aufenthaltstitel/

Health Insurance

Student Health Insurance Health insurance is compulsory in Germany. One cannot register at TUM without proof of German national insurance. To ensure that coverage is sufficient to meet German national standards, it is recommended that students purchase an in-country medical insurance plan. Full coverage for students is around €76-78 monthly. Travel insurances are not accepted:
www.international.tum.de/en/welcome-at-tum/internationale-studierende/krankenversicherung/

Banking

Opening a Bank Account It is highly advisable to open a bank account in Germany. German banks offer accounts free of charge for students. Debit cards from German banks are accepted throughout Europe. They are more widely accepted than major credit cards.

Contact Details

**Coordinators for Incoming Students
TUMexchange** Petra Ritter & Dörte Ptassek
Phone +49.89.289.25017
Fax +49.89.289.25474
incoming@zv.tum.de

**TUMexchange: Russia, India, South
Korea, Southeast Asia** Larissa Danschina
Phone +49.89.289.22133
Fax +49.89.289.25474
danschina@zv.tum.de

**TUMexchange: North America,
Australia, New Zealand, Japan, Israel** Dr. Harald Olk
Phone +49.89.289.25027
Fax +49.89.289. 22840
olk@zv.tum.de

**TUMexchange: Latin and Middle
America, Africa** Vanessa Grünhagen
Phone +49.89.289.22165
Fax +49.89.289. 25458
gruenhagen@zv.tum.de

TUMexchange : China, Taiwan Juan Guo-Prasch
Phone +49.89.289. 25431
Fax +49.89.289.25474
Guo-Prasch@zv.tum.de