

## KIT - Partner Information

<b>Name of institution:</b>	<b>KIT – Karlsruhe Institute of Technology</b>		
<b>URL address:</b>	<b><a href="http://www.intl.kit.edu/istudies">http://www.intl.kit.edu/istudies</a></b>		
<b>Head of institution</b>	<b>Prof. Dr. –Ing. Holger Hanselka</b>		
<b>Director of the International Students Office</b>	<b>Hana Fehrenbach</b>	KIT – International Students Office Adenauerring 2, Geb. 50.20 D-76131 Karlsruhe, Germany	
<b>Overseas Exchange Coordinator (Outgoing)</b>	<b>Cornelia Stoll</b>	KIT – International Students Office Adenauerring 2, Geb. 50.20 D-76131 Karlsruhe, Germany Tel.: +49 (0721) 608-44883 Fax: +49 (0721) 608-44907 Email: <a href="mailto:cornelia.stoll@kit.edu">cornelia.stoll@kit.edu</a>	
<b>Overseas Exchange Coordinator (Incoming)</b>	<b>Maren Daniell</b>	KIT – International Students Office Adenauerring 2, Geb. 50.20 D-76131 Karlsruhe, Germany Tel.: +49 (0721) 608-44919 Fax: +49 (0721) 608-44907 Email: <a href="mailto:overseas-in@intl.kit.edu">overseas-in@intl.kit.edu</a>	
<b>Period of courses 2016/17</b>	<b>1<sup>st</sup> semester</b>	October 17 <sup>th</sup> , 2016	– February 11 <sup>th</sup> , 2017
	<b>2<sup>nd</sup> semester</b>	April 24 <sup>th</sup> , 2017	– July 29 <sup>th</sup> , 2017
<b>Period of courses 2017/18</b>	<b>1<sup>st</sup> semester</b>	October 16 <sup>th</sup> , 2017	– February 10 <sup>th</sup> , 2018
	<b>2<sup>nd</sup> semester</b>	April 16 <sup>th</sup> , 2018	– July 21 <sup>st</sup> , 2018
	Please note that exams take place during the lecture free-periods, i.e. between 1 week and 8 weeks after the end of lectures.		
<b>Calendar details</b>	<a href="http://www.intl.kit.edu/istudies/3157.php">http://www.intl.kit.edu/istudies/3157.php</a> and <a href="http://www.sle.kit.edu/imstudium/termine-fristen.php">http://www.sle.kit.edu/imstudium/termine-fristen.php</a>		
<b>Orientation week 2016/17</b>	<b>1<sup>st</sup> semester</b>	September 12 <sup>th</sup> , 2016	– September 18 <sup>th</sup> , 2016
	<b>2<sup>nd</sup> semester</b>	Approx. 5 weeks before start of lectures	–
<b>Orientation week 2017/18</b>	<b>1<sup>st</sup> semester</b>	Approx. 5 weeks before start of lectures	–
	<b>2<sup>nd</sup> semester</b>	Approx. 5 weeks before start of lectures	–
<b>(Pre-semester) German language courses 2016/17</b>	<b>1<sup>st</sup> semester</b>	September 19 <sup>th</sup> , 2015 – October 7 <sup>th</sup> , 2015	
	<b>2<sup>nd</sup> semester</b>	Approx. 4 weeks before start of lectures	
<b>(Pre-semester) German language courses 2017/18</b>	<b>1<sup>st</sup> semester</b>	Approx. 4 weeks before start of lectures	
	<b>2<sup>nd</sup> semester</b>	Approx. 4 weeks before start of lectures	

<b>Application deadline</b>	<b>June 1<sup>st</sup></b>	for the 1 <sup>st</sup> semester or for the whole academic year
	<b>December 1<sup>st</sup></b>	for the 2 <sup>nd</sup> semester
<b>Nomination deadline</b>	<b>May 15<sup>th</sup></b>	for the 1 <sup>st</sup> semester or for the whole academic year
	<b>November 15<sup>th</sup></b>	for the 2 <sup>nd</sup> semester

<b>Application procedure</b>	<ol style="list-style-type: none"> <li>1. <b>Nomination:</b> Please send an email to <a href="mailto:overseas-in@intl.kit.edu">overseas-in@intl.kit.edu</a> with the names, specialisation, stay period at KIT and email address of your selected students by the above mentioned nomination deadline.</li> <li>2. <b>Application:</b> We will inform your students within 2 weeks after the reception of your nomination by email about the online application procedure. Further information is also available at <a href="http://www.intl.kit.edu/istudies/3242.php">http://www.intl.kit.edu/istudies/3242.php</a>.</li> <li>3. Students will be asked to fill in the online application and print out the application form. This form has to be signed by the home university exchange coordinator as well as the student and should be sent by email to <a href="mailto:overseas@intl.kit.edu">overseas@intl.kit.edu</a> along with             <ol style="list-style-type: none"> <li>a. Proof of German knowledge (and/or proof of English knowledge if the student plans on taking English-taught courses at KIT)</li> <li>b. Learning Agreement (list of courses)</li> <li>c. Current transcript of records</li> </ol>             before the above mentioned deadline. We will confirm the reception of the application within 2 weeks.           </li> <li>4. <b>Acceptance at KIT</b> will be confirmed within 4 to 6 weeks after the application deadline.</li> </ol>
<b>Further information for incoming students</b>	Useful information for incoming students can be found in our student handbook: <a href="http://www.intl.kit.edu/download/OVERSEAS_student_handbook.pdf">http://www.intl.kit.edu/download/OVERSEAS_student_handbook.pdf</a> .
<b>Lectures/Courses/Project</b>	<p>Information on courses, course descriptions, schedule etc. can be found in the student handbook: <a href="http://www.intl.kit.edu/download/OVERSEAS_student_handbook.pdf">http://www.intl.kit.edu/download/OVERSEAS_student_handbook.pdf</a>.</p> <p>Please note that course registration for some seminars and lectures is required. However, it is only possible to do the registration once the student has been enrolled, i.e. by the beginning of October/the beginning of April. If further information is required, it is best to contact the lecturer directly and enquire about course details.</p>

<p><b>Scholarship opportunities</b></p>	<p>Thanks to the Baden-Württemberg Stiftung, we are able to offer Baden-Württemberg-STIPENDIUM scholarships to incoming students from your university.</p> <p>The program is dedicated to promoting a global exchange of high-achieving students from Germany and around the world. More general information about the program can be found at <a href="http://www.bw-stipendium.de/en/the-program/scholarships/program-for-university-students.html">http://www.bw-stipendium.de/en/the-program/scholarships/program-for-university-students.html</a>.</p> <p>As a partner of KIT, your university may nominate 2 students for the Baden-Württemberg-STIPENDIUM each academic year and at least one of the nominated students (if not both) will receive a scholarship of 2,800€ (i.e. 700€ for 4 months).</p> <p><b>Please send a ranked nomination list with a maximum of two nominees (full name, email address) to <a href="mailto:bws@intl.kit.edu">bws@intl.kit.edu</a> until March 30<sup>th</sup> for the following academic year (both semesters).</b> At least the highest ranked nominee is guaranteed to receive a scholarship.</p> <p>You have the possibility to send us further nominations (again as a ranked list) until <b>August 1<sup>st</sup></b>, but we cannot guarantee that these nominees will receive a scholarship.</p> <p>The nominees should be enrolled at your university for the period of scholarship, be high-achieving students and <b>should not receive any other scholarship for their exchange stay</b> at KIT.</p> <p>After receiving your nominations we will contact your nominees and ask them to apply online for the scholarship at the BWS-World portal. They will be asked to fill in their online profile and upload the following documents by April 1<sup>st</sup>.</p> <ul style="list-style-type: none"> <li>- letter of motivation with information on degree pursued currently and study project at KIT</li> <li>- current enrollment certificate/ proof of matriculation at home university</li> <li>- current transcript of grades/ of records</li> <li>- CV</li> </ul> <p>The final approval and announcements by the Baden-Württemberg Foundation are expected by August /March. Your students will subsequently be informed of the outcome of your applications.</p>
<p><b>Fees</b></p>	<p><b>Students from partner universities</b> pay a social contribution of about 77.70 € per semester. This includes reduced student prices at the university restaurant, transportation reductions and accident insurance: <a href="http://www.sw-ka.de/en/finanzen/semesterbeitraege">www.sw-ka.de/en/finanzen/semesterbeitraege</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 student coming to Karlsruhe. <b>Recommended</b> is at least <b>A2-level of the CEFR</b> (Common European Framework of Reference for Languages).</p> <p>We accept most types of German certificates including certificates from your university's language centre as long as it is clear which level the student has <b>successfully completed</b> with regard to the Common European Framework of Reference for Languages. This means that a simple certificate of attendance for a language course without any mention of the successful examination is not sufficient (i.e. participating in a A2 language course does not mean that the level has been reached).</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 and <b>reserve the right to not accept the student's application</b>.</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 exchange students usually about 3 weeks before courses begin. <b>This course is not a substitute for a certificate of German language required for the application.</b></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 accommodation but we will do our best to assist all exchange students settling down in Karlsruhe.</p> <p>Students will be informed about housing possibilities within 8 weeks of the application deadline. KIT reserves rooms for students from partner universities in their student's residences if possible. These furnished single rooms cost 200-300€ and have a set lease period from September to February and/or March to August. No other moving in/out dates are possible.</p>
<p><b>Health insurance</b></p>	<p>Health insurance coverage during the <b>entire</b> stay in Germany is compulsory (with a coverage of at least 100.000,00 €). Students can take out health insurance in their home country before arriving in Karlsruhe or take out German public health insurance upon arrival during orientation week.</p>

**Visa/residence  
permit**

Exchange 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 KIT.

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