

STUDENT EXCHANGE PROGRAM
Fact Sheet 2014-2015



Name of University	Leuphana Universität Lüneburg
Website	www.leuphana.de
Address	Scharnhorststr. 1, D-21335 Lüneburg
Fax	+49.4131.677 1075

International Office		
Website	www.leuphana.de/en/services/io.html	
Contact Person	Function	Contact Data
Sabine Busse	Head of International Office, Erasmus Institutional Coordinator	+49.4131.677 1070 international@uni.leuphana.de
Claudia Wölk	International Student Coordinator	+49.4131.677 1072 cwoelk@uni.leuphana.de
Eva Vossnagen	Outgoing Student Coordinator	+49.4131.677 1073 vossnagen@uni.leuphana.de

Academic Calendar		
	First Semester	Second Semester
➤ Application Deadlines	July 15, 2014	January 15, 2015
➤ Intensive Language Courses	September 10 – 30, 2014	March 09 – 27, 2015
➤ Orientation Period	October 01 – 10, 2014	March 30 – April 02, 2015
➤ Lecture Period	October 13, 2014 – January 30, 2015	April 07 – July 10, 2015
➤ Exam Period	February 02 – 20, 2015	July 13 – 31, 2015

Nominations	<p>Please respect the recommended language requirements:</p> <p>At least A2 German level for students undertaking courses held in German</p> <p>At least B2 English level for students undertaking courses held in English</p>
Application is Handled Online (Moveon)	www.leuphana.de/en/services/io/incomings/exchange/prearrangement/antrag-auf-zulassung.html
Application Documents <ul style="list-style-type: none"> ● <i>To be submitted upon application</i> ○ <i>To be submitted upon arrival</i> 	<ul style="list-style-type: none"> ● Application Form ● Learning Agreement ● Transcript of Records ● Photo in biometric format (1) ● Proof of health insurance for EU applicants (copy of European health card) ○ Proof of health insurance for non-EU applicants (no travel insurance accepted) ● Proof of German Language Proficiency (minimum of A2 is required)
Programs Offered	<ul style="list-style-type: none"> ➤ Undergraduate/Bachelor's degree <p>Major: Teacher Education, Cultural Studies, Environmental and Sustainability Sciences, Business Administration, Law (Corporate and Business Law), Business Psychology, Economics, Industrial Engineering, Business Information Systems, Political Science</p> ➤ Graduate/Master's degree <p>M.A. in Arts and Sciences: Culture, Arts and Media; Public Economics, Law and Politics; Sustainability Sciences</p> <p>M.A. in Management and Entrepreneurship</p> <p>M.Ed. Educational Sciences</p>
Courses Regularly Taught in English	http://www.leuphana.de/en/services/io/incomings/exchange/program-of-study/modules-taught-in-english.html
Course Information/Syllabus	<p>The online course catalogues are accessible at the following website:</p> <p>https://mystudy.leuphana.de/portal/home</p> <p>Since the online course catalogue is usually available not until 6 weeks before the semester starts, incoming students are advised to refer to the course catalogue of the respective semester (winter or summer semester) of the previous academic year to set up their learning agreement.</p>
Course Selection/Procedure	<p>Course selection guidelines for exchange students can be found at www.leuphana.de/en/services/io/incomings/exchange/program-of-study.html</p> <p>Exchange students are allowed to combine courses from different areas respecting their study level (bachelor/master).</p> <p>The course selection will be finalized during the orientation weeks in consultation with the academic tutor at Leuphana University.</p>
Course Load per Semester	30 ECTS credits
Language of Instruction	German and English

Internship/Volunteer Opportunities	There are jobs and volunteer opportunities on and off campus. The International Office can help to find a paid full time internship position after the semester.
Tuition Costs	<ul style="list-style-type: none"> ➤ None for exchange students ➤ 215 EURO for student services including semester ticket for public transport (valid for city and regional buses and regional trains to Hamburg and within Lower Saxony)
Approximate Expenses per month	<ul style="list-style-type: none"> ➤ Accommodation: 280–330 EURO ➤ Food: 180–230 EURO ➤ Health insurance: 80 EURO (not applicable to EU students) ➤ Leisure activities, books, clothing: 120–200 EURO
Visa	<p>Students from EU and EFTA3 states do not need a visa and can simply register with the local authorities after arrival.</p> <p>Students from Australia, Israel, Japan, Canada, New Zealand, Korea, and the United States can enter Germany without a visa and apply for a residence permit after arrival.</p> <p>Students from other states are advised to contact the German embassy or the nearest German consulate for information on student visas.</p>
Accommodation	Single rooms in on-campus and off-campus halls of residence or in private shared apartments. Room reservations can be made at the University's Housing Service. www.leuphana.de/en/services/io/incomings/exchange/prearrangement/wohnen.html
Contact Person	Anika Kraft housing@uni.leuphana.de
Arrival Information	<ul style="list-style-type: none"> ➤ Pick-up assistance
Administrative Formalities upon Arrival in Lüneburg	<ul style="list-style-type: none"> ➤ Residence permit: ● Compulsory ○ Optional ➤ Registration with the University: ● Compulsory ○ Optional ➤ Health insurance: ● Compulsory ○ Optional ➤ Bank account: ○ Compulsory ● Optional
Health Insurance	<p>Health insurance covering full medical care during the period abroad in Germany is obligatory.</p> <p>EU students are eligible to full medical services in Germany upon presentation of a European Health Card.</p> <p>Non-EU students can take out health insurance either in their home country or in Germany. Please note that travel insurance will not be accepted.</p>

Campus Facilities	<p>Wireless connection on university campus</p> <p>University library</p> <p>Canteen and cafeteria</p> <p>Sports facilities and gym</p> <p>Copy shops and bookstore</p> <p>Banking institute (cash machine)</p> <p>Health insurance provider</p>
Orientation Program	<p>The International Office offers an orientation program for all international students before the start of each semester. We assist students with all formalities, e.g. the registration with local authorities, and introduce them to the various services and systems provided by Leuphana University of Lüneburg, e.g. enrolment, module registration, sports facilities. During the orientation program students are offered advice on module choices by their academic coordinator and a personal tutor.</p>
Travel Opportunities	<p>During the orientation program a sight-seeing tour in Lüneburg, an excursion to Hamburg as well as a three days field trip to Berlin are offered.</p> <p>During the semester there are different excursions to Bremen, Wolfsburg or the seaside and in winter especially to Christmas Markets like in Nuremberg or Dresden.</p>
Language Support	<p>We recommend that incoming students have at least the A2 German proficiency level when coming to Germany, because the main language of instruction is German and the majority of courses will be taught in German.</p> <p>We offer pre-sessional intensive German language courses at all levels.</p> <p>Please note that no elementary German language classes will be offered during the semester.</p> <p>All language classes are free of charge for exchange students.</p> <p>The Writing Centre assists students in doing their coursework, writing essays or preparing presentations in German, etc.</p> <p>As regards daily life, almost everybody in Germany understands and speaks English.</p>