

STUDENT EXCHANGE PROGRAMS

Fact Sheet 2016-17



Name of University	Leuphana Universität Lüneburg	
Website	www.leuphana.de	
Address	Scharnhorststr. 1, D-21335 Lüneburg	
Fax	+49.4131.677 1075	
Information for Erasmus+ Partners	Erasmus Code: D LUNEBUR 01	PIC: 996544827
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
Sandra Schnell	Study Abroad Administrator	+49.4231.677 1078 schnell@uni.leuphana.de
Academic Calendar		
	First Semester	Second Semester
Application deadline	July 15, 2016	January 15, 2017
Date of arrival (with language course)	Beginning of September, 2016	Beginning of March, 2017
Language & Orientation Program	September 7 – October 14, 2016	March 6 – 31, 2017
Date of arrival (without language course)	End of September, 2016	End of March, 2017
Lecture period	October 17, 2016 – February 3, 2017	April 3, - July 7, 2017
Exam period	February 9 – 25, 2017	July 17, - August 6, 2017
International Summer University	August 3 – 30, 2016	August 2017

Application procedure	
Application is handled online (Moveon)	www.leuphana.de/en/services/io/incomings/exchange/prearrangement/antrag-auf-zulassung.html
Application documents ● <i>To be submitted upon application</i> ○ <i>To be submitted upon arrival</i>	● Application form, printed and signed ● Learning agreement ● Transcript of records ● Photo in biometric format ● Proof of health insurance for EU applicants (copy of European health card) ● Copy of ID-card or passport (for EU-citizens) ○ Proof of health insurance for non-EU applicants (no travel insurance accepted) ● Proof of German language proficiency (if applicable)
Language requirements	We strongly recommend that incoming exchange students have the following language proficiencies upon arrival: ▪ At least upper beginner level (A2) in German for students taking courses taught in German ▪ At least upper intermediate level (B2) in English for students taking courses taught in English
Language support	Leuphana offers pre-sessional intensive German language courses at all levels as well as semester-long courses at all levels except elementary level (A1). All semester-long language classes are free of charge for exchange students. For intensive courses, a small fee may be charged in cash on arrival. Leuphana's Writing Centre assists students in preparing their coursework or presentations in German, writing essays etc. As regards daily life, almost everybody in Germany understands and speaks English.
Studying at Leuphana	
Programs of study	<i>Bachelor's programs (undergraduate programs):</i> ▪ Major: Business Administration, Business Information Systems, Business Education, International Business Administration & Entrepreneurship, Cultural Studies, Economics, Environmental Studies, Industrial Engineering, Law (Corporate Law and Business Law), Political Science, Teaching and Learning, Digital Media <i>Master's programs (graduate programs):</i> ▪ Arts and Sciences: Arts and Media; Culture (M.A.), International Economic Law (LL.M.); Public Economics, Law and Politics (M.A.); Sustainability Science (M.Sc.); Global Sustainability Science (M.Sc.) ▪ Management & Business Development (M.A.); Management & Data Science (M.Sc.); Management & Engineering (M.Sc.); Management & Financial Institutions (M.A.); Management & Human Resources (M.A.); Management & Marketing (M.A.) ▪ Educational Sciences (M.Ed.) ▪ Teacher Training

Module descriptions/Syllabi	All programs of study at Leuphana University are modularized to allow for student mobility at national, European and international level. A module is defined as a course unit that comprises a set of courses on a given topic including a final examination. The online module handbook is accessible at the following website: https://mystudy.leuphana.de/vvz/showVVZ For general module information click .
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Course selection	Course selection guidelines for exchange students can be found at http://www.leuphana.de/services/io/internationale-studierende/austauschstudierende/kurswahl.html Exchange students are allowed to combine courses from different areas respecting their study level (bachelor/master). The course selection will be finalized during the orientation weeks upon consultation with the academic advisor at Leuphana University.		
Workload per semester	30 ECTS credits (standard module workload: 5 ECTS credits)		
Language(s) of instruction	German and English		
Costs			
Tuition and fees	Tuition: none Semester fees: 260 EURO for student services including a semester ticket for public transport (valid for city & regional buses and regional trains to Hamburg and within Lower Saxony) payable in cash on arrival.		
Approximate expenses per month	Accommodation: 280–330 EURO Food: 180–230 EURO Health insurance: 80 EURO (not applicable to EU students) Leisure activities, books, clothing: 120–200 EURO		
Prearrangements			
Visa	Citizens of EU countries and EFTA3 countries do not need a visa; they simply register with the local authorities upon arrival. Citizens of Australia, Israel, Japan, Canada, New Zealand, Korea, and the United States can enter Germany without a visa and apply for a residence permit upon arrival. Citizens of other countries are advised to contact the German embassy or the nearest German consulate for information on student visas.		
Accommodation	Leuphana supports students in finding an accommodation: Accommodation Service at Leuphana: Ms Tanja Schaefer, accommodation@uni.leuphana.de http://www.leuphana.de/services/io/internationale-studierende/austauschstudierende/wohnen.html		
Arrival information	Pick-up assistance		
Administrative formalities upon Arrival in Lüneburg	Residence permit:	● Compulsory	○ Optional
	Registration with the University:	● Compulsory	○ Optional
	Health insurance:	● Compulsory	○ Optional
	Bank account:	○ Compulsory	● Optional

Health insurance	Health insurance covering full medical care during the study abroad in Germany is obligatory. EU students are eligible to full medical services in Germany upon presentation of the European Health Card. Non-EU students can take out health insurance either in their home country (unlimited coverage) or in Germany. Please note that travel insurance will not be accepted.
Leuphana - Campus	
Campus facilities	WLAN on campus University library Canteen and cafeteria Sports facilities and gym Copy shop and bookstore Branch bank and cash machine Health insurance provider
Orientation in Lüneburg	
Orientation program	The International Office offers an orientation program for all international students before the start of every semester. Students will get assistance with all formalities, e.g. the registration with local authorities, and will be introduced to the services and facilities provided by Leuphana University of Lüneburg, e.g. enrolment, course choice and registration, sports facilities.
Travel opportunities	The orientation program includes a guided Lüneburg tour, a day trip to Hamburg and a weekend trip to Berlin (optional). During the semester, a couple of weekend trips will be offered, e.g. to Bremen, Wolfsburg or to the seaside, in winter especially to Christmas Markets like in Nuremberg or Dresden. Beside organized trips students can easily go by train from Lüneburg or by plane from Hamburg to destinations in Europe. Both train and flight tickets are available at reasonable prices if bought early in advance.
Internships	
Internship/ Volunteer Opportunities	There are jobs and volunteer opportunities on and off campus. Leuphana provides assistance in applying for an internship after the study abroad semester.