Exchange Information Sheet Academic Year 2024/25

Institution

Mailing Address:
Biberach University of Applied Sciences
International Office
Karlstrasse 6-11
88400 Biberach Germany
Email: incomings@hochschule-bc.de

Visitor Address: Building A Room A1.06

General Information

Website:
https://www.hochschule-biberach.de/
International Office:
https://www.hochschule-biberach.de/information-incoming-students

Nomination & Application

Digital nomination via the EWP network should be sent by the sending institution at the latest by May 1st (for winter semester) or November 1st (for summer semester). Nominations outside Europe should be sent to incomings@hochschule-bc.de with following information: first name, last name, home faculty and e-mail address.

We will contact the students with further application instructions including the link to our online application portal and take the contact person from the sending institution in cc.

Application Deadline

For the following winter semester (Oct - Feb): May 15th
For the following summer semester (Mar - Jul): November 15th

Selection of Courses

English Lectures and Summer Schools:
Please find the English courses in our course overview.
German Beginners/Advanced Course (each 2 ECTS credits) and Intercultural Training for Incomings (1 ECTS credit) are mandatory and part of the Learning Agreement.
HBC offers 2 clusters of inter-disciplinary English courses (30 ECTS for each cluster) for Incoming students. Please find more information in this link.

Visa

Students from non-EU countries need a visa before entering Germany. All necessary papers will be issued in time by HBC and sent to the students. Please be aware that all students need to open a blocked account for the visa!

For more information about student visa, please visit this page:
https://www.daad.de/en/study-and-research-in-germany/plan-your-studies/visas/

Residence Permit

Students who can enter Germany for 3 months without a visa are obliged to apply for residence permit during orientation program at HBC. The costs will be approx. 100€. The following documents are needed:
- Passport
- A current biometric photo
- Proof of health insurance
- Tenancy agreement
- Enrollment paper

Important:
Proof that student has a sufficient means of 934€ per month. This can be proven by:
- Scholarship plus funds on an account if the scholarship is below 934€
- 934€ on a locked German account (can be done during orientation program)
- A commitment by the parents or a legal guardian

Health Insurance

Statutory health insurance is compulsory for all students in Germany. Our application includes a membership declaration of a well-known insurance (AOK) that is accepted by HBC. Health insurance from abroad, especially travel insurance cannot be considered. The approx. costs per month are 110€.
### Housing

We highly recommend living in a shared apartment with German students. In order to find a private room we suggest the following websites (please note that we cannot take responsibility for pages maintained by external providers):

- [www.wg-gesucht.de](http://www.wg-gesucht.de)
- [https://www.ebay-kleinanzeigen.de/s-88400/zimmer/k0l8706](https://www.ebay-kleinanzeigen.de/s-88400/zimmer/k0l8706)
- [https://www.wg-gesucht.de/wg-zimmer-in-Biberach-an-der-Riss.6854.0.1.0.html](https://www.wg-gesucht.de/wg-zimmer-in-Biberach-an-der-Riss.6854.0.1.0.html)
- [https://www.wg-suche.de/](https://www.wg-suche.de/)
- [https://www.studenten-wg.de/Biberach,wg.html](https://www.studenten-wg.de/Biberach,wg.html)
- [https://www.wohnungsboerse.net/Biberach-an-der-Riss/wg-zimmer-provisionsfrei](https://www.wohnungsboerse.net/Biberach-an-der-Riss/wg-zimmer-provisionsfrei)

### Orientation Program

HBC’s International Office runs an orientation program for exchange students **one week before** the semester starts. The orientation program is **mandatory** for all exchange students.

### Mentoring Program

Incoming students will be assigned a HBC student as their mentor. The mentors will assist the incoming students to integrate in the campus life at HBC.

### Semester Periods

- **Summer semester**: March 11 - June 29, 2024
  Examination period: July/August 2024
- **Winter semester**: October 7, 2025 - February 1, 2025
  Examination period: February 2025

### Transcript of Records

6 weeks after the end of the semester, HBC’s International Office will send a scanned version by E-mail to the International Office of the partner university.

### ECTS and Grading System

ECTS stands for **European Credit Transfer and Accumulation System** is a common European grading framework designed on the purpose of facilitating the academic exchange among EU countries.

- Each ECTS credit generally requires around 30 hours of work. A standard full year of study workload is equivalent to 60 ECTS credits.

  The scale of German grading system is as follow:
- 1 – 1.5 Very good / 1.6 – 2.5 Good / 2.6 – 3.5 Satisfactory / 3.6 – 4.0 Sufficient
- Below 4.0 Fail

### Tuition

No fees are charged for exchange students from HBC’s partner universities. Semester contribution to Student Services: **92€/semester**

### Scholarship for non-EU students

Baden-Wuerttemberg-STIFTUNG offers scholarships (up to 700 €/month for 3-4 months) to our non-European partners. Exchange students applying for the Baden- Wuerttemberg-SCHOLARSHIP are to be nominated by the coordinator of the home university via e-mail with an internal ranking to HBC’s International Office: **incomings@hochschule-bc.de**

After being nominated, the application needs to be submitted online to the portal of the Baden-Württemberg-Stiftung by the applicant: [https://www.bws-world.de/en/register-3-university-en/](https://www.bws-world.de/en/register-3-university-en/)

Deadline for submission of application to the Baden-Wuerttemberg-STIFTUNG via the above mentioned portal link for the academic year 2024/25 is **March 31, 2024.**

### Scholarship for students from IIP@HBC partner universities

Students from partner universities in our IIP@HBC Project are eligible to apply for the IIP@HBC Scholarship for up to 860€ for 4 months and travel support. The nominated students can submit a motivational letter when they fill in the HBC online application portal as part of the exchange application process.