



# MAKE YOUR ACADEMIC EXPERIENCE UNFORGETTABLE

with a semester abroad at Biberach University of Applied Sciences!



## Biberach University of Applied Sciences

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Information for Incoming Students



# Important exchange information

<b>Nomination procedure</b>	<p><b>EWP network:</b></p> <ul style="list-style-type: none"> <li>- Digital nomination via the platform by the sending institution</li> <li>- Or via email to: <a href="mailto:incomings@hochschule-bc.de">incomings@hochschule-bc.de</a></li> </ul> <p><b>Outside Europe:</b></p> <ul style="list-style-type: none"> <li>- Nomination via email to <a href="mailto:incomings@hochschule-bc.de">incomings@hochschule-bc.de</a></li> <li>- Necessary information: first name(s), last name(s), home faculty, e-mail address, start semester and duration of stay (1 or 2 semesters)</li> </ul>
<b>Application process</b>	<p>We will contact the students with further application instructions including the link to our online application portal and put the contact person from the sending institution in cc.</p> <p><b>Deadlines:</b></p> <ul style="list-style-type: none"> <li>- Winter semester (Oct - Feb): May 15<sup>th</sup></li> <li>- Summer semester (Mar - Jul): November 15<sup>th</sup></li> </ul>
<b>Selection of Courses</b>	<ul style="list-style-type: none"> <li>- English courses can be found in our <a href="#">course overview</a> and our <a href="#">lectures plan</a></li> <li>- German Beginners/Intermediate/Advanced Course (each 2 ECTS credits) + Intercultural Training for Incomings (1 ECTS credit) are mandatory and part of the Learning Agreement</li> </ul>
<b>Health Insurance</b>	<p>Statutory health insurance is compulsory for all students in Germany.</p> <p><b>Students from the EU/EEA or Switzerland:</b> Your national health insurance covers you during your stay in Germany. The only document you will need is your valid European Health Insurance Card (EHIC). Students from Turkey will need to provide the A/T 11 certificate.</p> <p><b>Students from non-European countries:</b> You must have a German statutory health insurance, which is to conclude before coming to Germany. It is valid from the beginning of the semester (1<sup>st</sup> of September/1<sup>st</sup> of March)/from the date of enrolment and the cost is approximately 145,- € per month.</p> <p><b>Your national health insurance or a travel health insurance is not sufficient for enrolment at the university!</b></p> <p>In Biberach and the surrounding area you will find the following health insurance companies (please note that we cannot take responsibility for pages maintained by external providers):</p> <p><a href="#">AOK</a>  <a href="#">Barmer</a>  <a href="#">BKK VerbundPlus</a>  <a href="#">DAK Gesundheit</a>  <a href="#">Debeka BKK</a>  <a href="#">Pronova BKK</a>  <a href="#">Techniker</a></p> <p><b>Students ≥ 30 years of age from non-European countries:</b> You must insure yourself with a German private health insurance. Private health insurances from abroad are not accepted. Further information is provided by the International Office.</p>

<b>Liability insurance</b>	<p>We strongly recommend all incoming students to have a liability insurance for the duration of their stay in Germany, as all personal and property damages caused by negligence must be compensated according to German law.</p>
<b>Visa/Residence Permit</b>	<p><b>Residence Permit:</b> Students who can enter Germany for 3 months without a visa are obliged to apply for residence permit during orientation program at HBC.</p> <p><u>The following documents are needed:</u></p> <ul style="list-style-type: none"> <li>- Completed and signed residence permit application</li> <li>- Passport</li> <li>- Current biometric passport photo</li> <li>- Proof of health insurance</li> <li>- German tenancy agreement</li> <li>- Certificate of enrolment HBC</li> <li>- Proof of finances: scholarship/declaration of commitment/blocked account</li> </ul> <p><b>Visa:</b> Students from non-EU countries who need a visa for entering Germany will obtain all necessary papers in time by HBC. For more information check the <u>Visa-Navigator</u> and visit the page of the <u>German Academic Exchange Service</u>.</p> <p><b>Important:</b> All students from non-European countries need a proof of finances. The minimum amount of money to be proven is <b>992,- € per month</b>. It can be done in various ways (a combination of several sources is possible):</p> <ul style="list-style-type: none"> <li>- Scholarship award notification</li> <li>- Blocked account</li> <li>- Official declaration of commitment at the German embassy by the parents or a legal guardian</li> </ul> <p><b>Please make sure to inquire at the German embassy in your home country which form of financial proof is required/accepted!</b></p> <p>If you decide to open a blocked account, you may use one of the following providers (please note that we cannot take responsibility for pages maintained by external providers):  <u>Expatrio</u>  <u>Fintiba</u>  <u>Coracle</u></p>
<b>Bank account</b>	<p>If you are from a country, in which the euro is not the standard currency, we recommend to open a German bank account before coming to Germany.</p> <p>A non-exhaustive list of German banks in Biberach and popular online banks can be found hereafter (please note that we cannot take responsibility for pages maintained by external providers):</p> <p><u>Baden-Württembergische Bank</u>  <u>Comdirect</u>  <u>DKB</u>  <u>ING</u>  <u>Kreissparkasse Biberach</u>  <u>N26</u>  <u>Sparda-Bank Baden-Württemberg</u>  <u>Volksbank Ulm-Biberach eG</u>  <u>Wise</u></p>

<b>Housing</b>	We highly recommend living in a shared apartment with German students. In order to find a room we suggest the following websites (please note that we cannot take responsibility for pages maintained by external providers): <a href="#"><u>Kleinanzeigen</u></a> <a href="#"><u>WG Gesucht</u></a> <a href="#"><u>ImmobilienScout24</u></a> <a href="#"><u>Housing Anywhere</u></a> <a href="#"><u>Wohnungsboerse</u></a> <a href="#"><u>Studierendenwerk Ulm</u></a>
<b>Orientation Program</b>	HBC's International Office runs an orientation program for exchange students <b>one week before</b> the semester starts. The orientation program is <b>mandatory</b> for all exchange students.
<b>Mentoring Program</b>	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.
<b>Semester Periods</b>	Summer semester 2026: March 16 - July 04, 2026 Examination period: July/August 2026  Winter semester 2026/2027: October 5, 2026 - January 30, 2027 Examination period: February 2027  Summer semester 2027: March 15 - July 03, 2027 Examination period: July/August 2027
<b>Transcript of Records</b>	4 weeks after the end of the semester, HBC's International Office will send a scanned version by email to the International Office of the partner university.
<b>ECTS and Grading System</b>	<b>ECTS:</b> <ul style="list-style-type: none"> <li>- Stands for <u>European Credit Transfer and Accumulation System</u></li> <li>- Is a common European grading framework designed on the purpose of facilitating the academic exchange among EU countries</li> <li>- Each ECTS credit generally requires around 30 hours of work. A standard full year of study workload is equivalent to 60 ECTS credits.</li> </ul> <b>German grading system:</b> <ul style="list-style-type: none"> <li>- 1 – 1.5 Very good</li> <li>- 1.6 – 2.5 Good</li> <li>- 2.6 – 3.5 Satisfactory</li> <li>- 3.6 – 4.0 Sufficient</li> <li>- Below 4.0 Fail</li> </ul>
<b>Tuition</b>	<ul style="list-style-type: none"> <li>- No fees are charged for exchange students from HBC's partner universities.</li> <li>- Semester contribution to Student Services: 82,- € / semester</li> </ul>

**We look forward to welcoming you soon in Biberach!**