Hochschule Offenburg
offenburg.university

Fact Sheet

International Office Staff

Name of University / Institution	**Hochschule Offenburg** **Offenburg University of Applied Sciences**
OID	E10154317
PIC (for Erasmus+):	961360405
Erasmus+ code	D OFFENBU01
Homepage of International Office	https://www.hs-offenburg.de/en/departments-and-divisions/international-center/international-office/
Address	Hochschule Offenburg International Office Badstr. 24 77652 Offenburg Germany

Michael Stopfkuchen | michael.stopfkuchen@hs-offenburg.de |

Office B 035 | Phone +49 7803 9698-4499 | Monday - Friday all-day
- Acting Director International Office and Language Center
- University Partnerships
- Institutional Erasmus+ Coordinator

Johanna Wolber | johanna.wolber@hs-offenburg.de | incoming@hs-offenburg.de

Office B 034 | Phone +49 781 205-4800 | Monday - Thursday mornings
- Advice and Supervision of International Exchange Students (Incomings)
- Free-Movers

Melanie Schlüter | melanie.schlueter@hs-offenburg.de

Office B 032 | Phone +49 781 205-175 | Monday - Friday all-day
- Administration Inter-Institutional Agreements/ Cooperation Agreements
- Advice for Internships Abroad
- Erasmus+ Staff Mobility

Andrea Wilhelmy | andrea.wilhelmy@hs-offenburg.de

Office B 032 | Phone +49 781 205-147 | Monday - Friday mornings
- Advice for Study Semester Abroad
- Support for Exchange Students (Outgoings)
- Administration of Erasmus+
- Assistant Institutional Erasmus+ Coordinator

Susanne Ziemer | susanne.ziemer@hs-offenburg.de

Office B 034 | Phone +49 781 205-399 | Tuesday and Thursday all-day
- Internships for International Exchange Students
- Student Buddies
- Baden-Württemberg-Scholarship-Program
- Transcripts for Exchange Students

Hochschule Offenburg
offenburg.university

Fact Sheet

General Information

Study Period	
Winter Semester	October – February
Summer Semester	March – July
Exam Period	Period of three weeks (in February / in July) after the end of the lectures.
Current Academic Calendar	http://www.hs-offenburg.de/en/news/academic-calendar/
Study Programs and Course descriptions	https://www.hs-offenburg.de/en/study-programs-student-services/study-programs/study-programs-at-hochschule-offenburg/ **Exchange students can choose their lectures cross-departmental!**
Language of Instruction for Undergraduate Programs	Usually German **English-taught Lectures for Bachelor Students** (Subject to Change): https://incoming.hs-offenburg.de/en/exchange-students/
Language of Instruction for Graduate Programs	Usually German **English-taught Master Degree Programs:** - Biotechnology - Communication and Media Engineering - Enterprise and IT Security - International Business Consulting - Renewable Energy and Data Engineering (formerly PDE) - Process Engineering - Finance, Risk and Insurance (Distance Learning)

Application		
Nomination Deadline	**Winter Semester:**	May 1st (NEW EXTENDED!)
	Summer Semester:	October 1st
ONLINE-Application	https://incoming.hs-offenburg.de/en/exchange-students/	
Application Documents	Application documents/form sheets can be uploaded step by step only - Application Photo - Motivation Letter - Transcript of Records - CV - Learning Agreement - Language Certificate - Copy of Passport	
Erasmus+	Learning Agreements to be provided by home institutions.	
Application Deadline	**Winter Semester:**	May 1st
	Summer Semester:	November 1st

Student Residences / Accommodation	
Detailed Information	http://incoming.hs-offenburg.de/en/student-life/accommodation/
Accommodation request (part of the online application) to be submitted to the International Office!	
Contact Person	Ms. Renate Litterst litterst@swfr.de Phone: +49 781 205-328 Fax: +49 781 205-330
Address of Contact Person	Studierendenwerk Freiburg Außenstelle Offenburg Frau Renate Litterst Badstr. 24 77652 Offenburg

Hochschule Offenburg
offenburg.university

Fact Sheet

German Courses and More

German Intensive Summer Language Course: Winter Semester

"German as a foreign language" and introduction to studies in Offenburg; in September, before winter semester lectures start.

Course Date	September 7 – October 2, 2020
Course Fee	€ 200,00 for Exchange Students
Levels	Beginners, Intermediate and Advanced
Number of Lessons	6 Lessons per Day (One Lesson 45 Minutes), Monday to Friday
ECTS	5
Size of Class	Approx. 12 - 16 Students
Extracurricular Program	Cross-Cultural Workshop, Organized Excursions
Course Information	http://incoming.hs-offenburg.de/en/summer-language-course/
Application	Online Application
Application Deadline	July 15, 2020

Orientation Week: Summer Semester

Obligatory introduction to German language, culture and society and studies in Offenburg; in early March, before summer semester lectures start.

Course Date	March 9 – 13, 2020
Course Fee	No Fee
Extracurricular Program	Cross-Cultural Workshop, Organized Excursions

German Language Courses during the Semester

Various Classes, ECTS Range between 2 – 6 ECTS

Additional Information

Buddies will assist students upon arrival in the first weeks of the stay. The "Senior Service" (Offenburg citizens) takes care of international students in addition.

Insurance

Students should have a valid health and private liability insurance for their stay in Germany. Both can be subscribed with a German provider as well (strongly recommended!).

Visa Regulations

Students can find out about visa requirements by contacting the German consulate in their respective country. Comprehensive and detailed information can be found at: https://www.auswaertiges-amt.de/en/einreiseundaufenthalt/visabestimmungen-node

Expenses and Fees

Monthly living expenses are approx. 750 Euros. Semester fee is 46 Euros, covering the following: http://incoming.hs-offenburg.de/en/costs-and-expenses/ Double-Degree students may have a different fee to pay; Please contact us in this case. Thank you!