

## Information for Students on Exchange

<b>A. University</b>	<b>Ludwig-Maximilians-University of Munich (LMU)</b>  <a href="https://www.en.uni-muenchen.de/students/exchange/incomings/austausch_engl/index.html">https://www.en.uni-muenchen.de/students/exchange/incomings/austausch_engl/index.html</a>
<b>B. Country</b>	Germany
<b>C. Academics</b>	
<b>i) Module Mapping &amp; Credits Transfer</b>	<p>Please ensure that your Study Plan is approved by the academics at your home faculty before the exchange.</p> <p>Modules approved in the past might not be offered by the host university or approved by your faculty when it is time for your exchange. Please check the latest course offerings at the host universities while you are preparing your Study Plan.</p>
<b>ii) Academic Calendar</b>	<p><b>Semester 1:</b> Mid-October to Mid-February (lecture period)  <b>Semester 2:</b> Mid-April to Mid-July (lecture period)</p> <p>Exam period takes place for about 6 weeks after the lecture period.</p> <p><a href="https://www.en.uni-muenchen.de/students/int_student_guide/studying_at_lmum/academic_schedule_workload/academic_calendar/index.html">https://www.en.uni-muenchen.de/students/int_student_guide/studying_at_lmum/academic_schedule_workload/academic_calendar/index.html</a></p>
<b>iii) Exchange Duration</b>	<p><b>Semester 2 exchange is recommended</b></p> <p>For more student exchange information, please refer to <a href="https://www.en.uni-muenchen.de/students/int_student_guide/index.html">https://www.en.uni-muenchen.de/students/int_student_guide/index.html</a></p>
<b>iv) Examination</b>	<p><b>Students are expected to attend the mandatory examination at LMU during the official examination period.</b> Be aware that earlier or extra examinations for exchange students might not be available and subjected to host university's discretion and approval.</p> <p>Examination dates vary between LMU departments but generally take place between July and September in semester 2.</p> <p><b>Please approach the respective LMU's departmental coordinator <u>at the start of your exchange</u> for the exact examination dates. If the examination date clashes with NUS' academic calendar, please consider taking alternative modules which allows you to have the examination by late July.</b></p> <p>Leave of Absence from NUS is subjected to your home faculty's approval and is not guaranteed.</p>

<p><b>v) Curriculum Structure</b></p>	<p>At LMU, credit for Bachelor's and Master's courses is given in accordance with the European Credit Transfer System (ECTS). On average, you should aim to take on a workload of about 30 ECTS per semester.</p> <p>Your coursework will be graded in accordance with the German grading system (1–5), with 1 being the best and 5 being the worst grade, and with 4 or above being a passing grade.</p>
<p><b>vi) Entry Requirements</b></p>	<p>(a) registered as a full-time undergraduate student of NUS</p> <p>(b) have successfully completed at least two (2) semesters of study at NUS upon admission to the host university;</p> <p>(c) not eligible for exchange in the graduating year</p> <p>(d) a student of good standing at NUS with</p> <ul style="list-style-type: none"> <li>a. a minimum upper division second class honours or;</li> <li>b. a minimum B average grade or ;</li> <li>c. a CAP of at least 3.0 (out of 5) for NUS students</li> </ul>
<p><b>vii) Language Proficiency Requirements</b></p>	<p>In you wish to take courses in German, it is important to have good German language skills of C1/B2 (according to the "Common European Framework of Reference for Languages"). Although many departments offer modules taught in English, the language of instruction at LMU is generally German, particularly at bachelor level.</p> <p>If you plan to take some courses in English, you need to prove a level of B2/C1 English proficiency based on the Common European Framework of Reference for Languages. Please get the standard letter from NUS Registrar's Office which states that NUS teaches in English.</p> <p>If you choose to take all courses taught in English, no German language skills are required. Departments offering courses in English are listed at <a href="#">Choosing Courses</a>.</p> <p>More information available <a href="#">here</a>.</p> <p>There is intensive German course for 6 to 8 weeks offered at LMU in the summer before the exchange semester starts.</p>
<p><b>viii) Faculties &amp; Schools accepting exchange students</b></p>	<p>NUS students who wish to go to LMU in their second year need to have very good academic results to be considered for master-level courses taught in English.</p> <p>Generally, NUS students in their third year of studies would be considered for the master-level courses taught in English.</p>

	<p>The departments of Biology, Social Science, Communication and Cultural Science have more modules taught in English.</p> <p>For more course information, please refer to <a href="http://www.lsf.lmu.de">www.lsf.lmu.de</a> (Click on <i>Vorlesungsverzeichnis</i> to access online course catalogue). Please search carefully for <a href="#">English taught courses</a> if you do not have the essential proficiency in German.</p> <p>List of faculties which offers courses to NUS students:</p> <ul style="list-style-type: none"> <li>- Faculty of Catholic Theology</li> <li>- Faculty of Protestant Theology</li> <li>- Faculty of Economics</li> <li>- Faculty of History and the Arts</li> <li>- Faculty of Philosophy, Philosophy of Science and Religious Studies</li> <li>- Faculty of Psychology and Educational Sciences</li> <li>- Faculty of Cultural Sciences</li> <li>- Faculty of Languages and Literatures</li> <li>- Faculty of Social Sciences</li> <li>- Faculty of Mathematics, Computer Science and Statistics</li> <li>- Faculty of Physics</li> <li>- Faculty of Chemistry (exclude Pharmacy)</li> <li>- Faculty of Biology</li> <li>- Faculty of Geosciences</li> </ul> <p>For more course information, please refer to <a href="#">the online course catalogue</a>.</p> <p>Students must choose at least 50% of their course modules in one department only. You can take the other 50% in no more than 2 other departments.</p> <p>If you have no previous knowledge and study experience in a subject area, you can only take introductory courses in that field.</p>
<p><b>ix) Module restrictions and pre-requisites</b></p>	<p>As a rule, undergraduate students are not permitted to take master level courses (any exceptions to this rule will be discussed and decided by LMU).</p> <p>At LMU, courses related to the subject areas below are <b>not</b> open to exchange students.</p> <ul style="list-style-type: none"> <li>• Business Administration</li> <li>• Medicine and Dentistry</li> <li>• Pharmacy</li> <li>• Veterinary Science</li> <li>• Special fee-paying programs offered by individual departments</li> </ul>

## D. Application

<p><b>i) Procedures</b></p>	<p>Students can apply for SEP one year in advance through their home faculty in NUS between September and June. Please look out for your faculty's announcement regarding the application period.</p> <p>Once you have been selected by your home faculty for SEP, your faculty will contact you and provide information regarding application with your host university. Please prepare the necessary documents before the start of the application period at your host university.</p> <p>Nominated NUS students will be contacted by LMU via email on the latest application procedures. Otherwise, students may refer to the information found <a href="https://www.uni-muenchen.de/studium/studium_int/erasmus_lmexchange/index.html">here: <u>https://www.uni-muenchen.de/studium/studium_int/erasmus_lmexchange/index.html</u></a></p> <p>Students need to apply online through LMU's Application System. After completing the online application, student needs to print out the application form (a print version can be generated in the application system). <b>The application form has to be stamped and signed by the coordinator of your home faculty at NUS</b> and sent to NUS Registrar's Office through your Dean's Office.</p> <p>NUS Registrar's Office will consolidate all application and supporting documents from various NUS faculties and schools and send a batch delivery to LMU.</p> <p>The longer you took to apply to LMU, the later you will get a reply on your application status. <b>We recommend that you start your application once you receive the email from LMU and get everything done before mid-December</b> before the administrative offices slowed down for the year-end holidays.</p>
<p><b>ii) Deadlines</b></p>	<p>All NUS student must abide by the internal application deadline set by their home faculty for exchange participation in the following academic year. After clearing the internal application and selection process, students have to take note of the application deadline set by the host university.</p> <p><b>Deadline for submitting application to host university:</b> Semester 1: 15 May Semester 2: 15 November</p> <p>Application will be processed on a <b>first-come-first-served</b> basis. NUS students are encouraged to submit their application as soon as possible so that they can get the official acceptance letter earlier to support the German visa application.</p>

	<p>Failure to submit a formal application to the host university will result your exchange being forfeited even if you have been selected by NUS for the exchange.</p>
<p><b>E. Accommodations</b></p>	
<p><b>i) University Accommodation</b></p>	<p>The “Studentenwerk” is responsible for providing accommodation for LMUexchange students. The allocation of rooms is, however, coordinated at the International Office. For more information, please refer to: <a href="http://www.lmu.de/international/incoming/housing">www.lmu.de/international/incoming/housing</a>.</p> <p>Students wishing to apply for student accommodation should tick the appropriate box in the online application form for admission. Applications arriving after the deadline cannot be considered.</p> <p>Due to the housing shortage in Munich, please take note that student accommodation might not be available.</p> <p>Students who manage to secure the student accommodation managed by the Studentenwerk München are expected to commit to a stated duration of stay on contract. The contract could end in late July, late August or in September and there is no guarantee that there will be vacancy for your preferred contract end date.</p> <p>Students who have contract that ends in August or September are expected to pay for the rental until August or September. There will be <b>no</b> refund of the rental if you leave the student accommodation earlier.</p> <p>Deposit for the student accommodation will only be returned to you after you have fulfilled the conditions for the full refund of deposit. It takes approximately four months for the rental deposit (if applicable) to be returned to you.</p>
<p><b>ii) Private Accommodation</b></p>	<p>The Munich Student Union (Studentenwerk München) is your contact for all questions about living in Munich even if you don’t apply for university housing. The Studentenwerk website describes the process and available support for your off-campus housing hunt, and provides additional tips and advice on where to look (in German) for private housing.</p> <p>For more information about private accommodation, please refer to this <a href="#">link</a>.</p>
<p><b>F. Visa</b></p>	
<p><b>Consular/Visa Regulation</b></p>	<p>EU citizens and citizens from the following countries do not need a visa to enter Germany: Australia, Canada, Honduras, Iceland, Israel, Japan, Korea, Liechtenstein, Monaco, New Zealand, Norway, San Marino, Switzerland and the United States.</p>

	<p>Students from all other countries must apply for a visa for study purposes via the German diplomatic representation in their home country. You must <b>not</b> under any circumstances travel to Germany on a tourist visa.</p> <p>All students are advised to apply for the necessary visa immediately after they received the official offer letter/email from their host university. For more visa information, please refer to: <a href="http://www.lmu.de/international/incoming/visa">www.lmu.de/international/incoming/visa</a></p> <p>Some visa application process could take up to 2 months to process. Your exchange at the host university depends on the clearance by the immigration of the host country.</p> <p>After entering Germany, you will have to apply for a residence permit at the local "Auslaenderbehorde" (Immigration Office) if you are staying for more than three months.</p> <p>For more visa information, please refer to this <a href="#">link</a>.</p> <p>For more guidance on the visa application, please login NUS VPN and access the information on SharePoint shared in the pre-departure briefing slides.</p>
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### G. Safety, Health & Medical Insurance

<p><b>i) Health/Medical Insurance</b></p>	<p>Adequate health insurance is mandatory for all exchange students. LMU strongly recommends that students arrive with adequate travel insurance to cover them until you are officially registered as students at LMU.</p> <p>You should then take LMU's German health insurance cover for the duration of your stay at LMU. To avoid unnecessary cost, you should not take out any other health insurance for their semester abroad before coming to Germany.</p> <p>Please note that travel insurance for the duration of your stay is not enough and will not be accepted in German during the Resident Permit registration. Accident, personal and third party liability insurance for the duration of stay in Germany is strongly recommended. Detailed information can be found here: <a href="http://www.lmu.de/international/incoming/insurance">www.lmu.de/international/incoming/insurance</a></p> <p>For more information on NUS blanket travel insurance, please refer to <a href="http://www.nus.edu.sg/finance/InsuranceCoverforOfficialNUSTrips.html">http://www.nus.edu.sg/finance/InsuranceCoverforOfficialNUSTrips.html</a></p>
<p><b>ii) Emergency Number at host university</b></p>	<p>+49 89 2180 – 2019 110 (for police) 112 (for medical services and fire brigade)</p>

### H. Cost of Living

<b>i) Estimated Monthly Living Expenses</b>	<table border="1"> <thead> <tr> <th>Breakdown of Costs</th> <th>Cost</th> </tr> </thead> <tbody> <tr> <td>Accommodation</td> <td>€200 - €300</td> </tr> <tr> <td>Food</td> <td>€100</td> </tr> <tr> <td>Insurance</td> <td>€80</td> </tr> <tr> <td>Others (Entertainment, clothes)</td> <td>€75 - €120</td> </tr> <tr> <td><b>Monthly Estimate</b></td> <td><b>€455 - €600</b></td> </tr> </tbody> </table>	Breakdown of Costs	Cost	Accommodation	€200 - €300	Food	€100	Insurance	€80	Others (Entertainment, clothes)	€75 - €120	<b>Monthly Estimate</b>	<b>€455 - €600</b>
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<p>The IsarCard Semester is an optional season ticket that is valid for the duration of one semester. This ticket costs €193 and entitles students to unlimited travel within the MVV network.</p>													
<p>In order to receive a residence permit, you need to present to the Ausländerbehörde (local foreigner's registration office) a statement of financial support proving that you have at least €735 to live on for each month of your stay. This can either be a bank statement, a notarized parental letter or a scholarship certificate.</p>													
<b>I. Useful information</b>													
<b>Exchange handbook</b>	<a href="http://www.en.uni-muenchen.de/students/exchange/incomings/austausch_engl/downloads">www.en.uni-muenchen.de/students/exchange/incomings/austausch_engl/downloads</a>												
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