

### Information for Students on Exchange

<b>A. University</b>	<b>Technical University of Hamburg-Harburg (TUHH)</b>  <a href="https://www.tuhh.de/alt/tuhh/international/incoming-international-students/exchange-students.html">https://www.tuhh.de/alt/tuhh/international/incoming-international-students/exchange-students.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> 1 October to 31 March (lectures end early Feb)  <b>Semester 2:</b> 1 April to 30 September (lectures end mid-July)</p> <p>For more information on TUHH's academic calendar, please refer to <a href="https://www.tuhh.de/alt/tuhh/education/students/organisational-details-about-your-studies/dates-respites.html">https://www.tuhh.de/alt/tuhh/education/students/organisational-details-about-your-studies/dates-respites.html</a></p> <p>Orientation week for new incomings is always 1<sup>st</sup> week of April/last week of September.</p>
<b>iii) Exchange Duration</b>	One semester, <b>preferably semester 2</b>
<b>iv) Examination</b>	<p><b>Alternative examination for semester 1 might not be available. Semester 2 exchange is recommended.</b></p> <p>The winter semester examinations take place in February and March, and the summer semester examinations in July, August, and September.</p> <p>The university home page mentions the exact dates of the current and upcoming academic years and the <a href="#">tentative examination dates</a> for the current, ongoing semester as well as the registration period for the exams</p> <p><b>Please approach the respective TUM'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>If TUHH professors are not be able to provide an alternative exam timing or assessment, students should respect the professors' position and change courses at the beginning of the semester rather than only checking with professors and asking for exceptions in the middle or end of the semester.</p>
<p><b>v) Curriculum Structure</b></p>	<p>Some courses may have prerequisites. Students should make sure that they meet the requirements. For courses with a limited number of participants, students should contact the organising institute/department well in advance and check the availability.</p> <p>Students are advised to choose mainly courses of one school, as mixing different programs might result in timetable issues; preferably these courses should be offered by the school responsible for the agreement.</p> <p>TUHH is in the process of modularization. Many modules will consist of several sub-modules and will be taught in one or two semesters. As the final exam will cover all sub-modules, students should make sure to choose only entire modules, when preparing their learning agreements. Grades will not be reflected in the TUHH transcript if students do not complete the entire module and given an exception to undergo an exam. Therefore, students should only choose to opt for entire modules.</p>
<p><b>vi) Application Requirements</b></p>	<ul style="list-style-type: none"> <li>(a) registered as a full-time undergraduate student of NUS</li> <li>(b) have successfully completed at least two (2) semesters of study at NUS upon admission to the host university;</li> <li>(c) not eligible for exchange in the graduating year</li> <li>(d) a student of good standing at NUS with             <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> </li> </ul>

<p><b>vii) Modules Compatibility</b></p> <p>Students are reminded to <b>review the online course list carefully</b> as it contains important information which is often ignored. Please read so that you will save time, effort and have less stress in your application process.</p>	<p>Most modules in TUHH are taught in German.</p> <p>Limited undergraduate modules are taught in English. More master level modules are taught in English. NUS students need to meet the pre-requisites of TUHH’s master level module.</p> <p>Suitable for students from the following faculties:</p> <table border="1" data-bbox="472 607 1453 1406"> <tr> <td data-bbox="472 607 632 1245"><b>FoE</b></td> <td data-bbox="632 607 1453 1245"> <ul style="list-style-type: none"> <li>• Civil Engineering</li> <li>• Electrical Engineering</li> <li>• Mechanical Engineering</li> <li>• Chemical Engineering</li> </ul> <p><i>* TUHH General Engineering Science is merely an organisational unit for degree courses that are very interdisciplinary. The General Engineering Science Programmes have specialisations or majors that also exist as regular B.Sc. programmes at TUHH. Hence there is no specific departmental exchange coordinator for these two programmes. When applying, exchange students are advised not to choose GES or AI as the TUHH degree programme that is equivalent to their programme at home. It will not limit their choice of classes.</i></p> </td> </tr> <tr> <td data-bbox="472 1245 632 1323"><b>FoS</b></td> <td data-bbox="632 1245 1453 1323"> <ul style="list-style-type: none"> <li>• Mathematics</li> </ul> </td> </tr> <tr> <td data-bbox="472 1323 632 1406"><b>SoC</b></td> <td data-bbox="632 1323 1453 1406"> <ul style="list-style-type: none"> <li>• Computer Science</li> </ul> </td> </tr> </table> <p>For list of modules meant for exchange students, please refer to: <a href="https://www.tuhh.de/t3resources/tuhh/download/internationales/SchoolsOfStudy-DepartmentalCoordinators-DegreeCourses.pdf">https://www.tuhh.de/t3resources/tuhh/download/internationales/SchoolsOfStudy-DepartmentalCoordinators-DegreeCourses.pdf</a></p> <p>Or access <a href="#">NUS SharePoint</a> via NUS VPN.</p> <p>For course catalogue by course of studies, please refer to: <a href="http://intranet.tuhh.de/stud/vvz_eingabe.php?Lang=de">http://intranet.tuhh.de/stud/vvz_eingabe.php?Lang=de</a></p>	<b>FoE</b>	<ul style="list-style-type: none"> <li>• Civil Engineering</li> <li>• Electrical Engineering</li> <li>• Mechanical Engineering</li> <li>• Chemical Engineering</li> </ul> <p><i>* TUHH General Engineering Science is merely an organisational unit for degree courses that are very interdisciplinary. The General Engineering Science Programmes have specialisations or majors that also exist as regular B.Sc. programmes at TUHH. Hence there is no specific departmental exchange coordinator for these two programmes. When applying, exchange students are advised not to choose GES or AI as the TUHH degree programme that is equivalent to their programme at home. It will not limit their choice of classes.</i></p>	<b>FoS</b>	<ul style="list-style-type: none"> <li>• Mathematics</li> </ul>	<b>SoC</b>	<ul style="list-style-type: none"> <li>• Computer Science</li> </ul>
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<p><b>viii) Language Proficiency Requirements</b></p>	<p>From summer 2019 onwards, all exchange students <b>must</b> have sufficient language skills in the working language German B1 and /or English B2 based on the Common European Framework of Reference for Languages.</p> <p>NUS students must get the letter from NUS Registrar’s Office that states that NUS teaches in English.</p>						

	<p>Information on the available language courses at TUHH <a href="https://intranet.tuhh.de/stud/vvz_ausgabe.php3?sg_s=SPRACH&amp;ssi=23&amp;Lang=de&amp;period=A">https://intranet.tuhh.de/stud/vvz_ausgabe.php3?sg_s=SPRACH&amp;ssi=23&amp;Lang=de&amp;period=A</a></p> <p>You can obtain German language skills, amongst others, in internet-based German courses on the German-DUO web portal (German-Uni Online) under the guidance of experienced tutors. It is possible to receive the certificate within 3 months.</p> <p>For information and registration, please visit the website: <a href="http://www.deutsch-uni.com">www.deutsch-uni.com</a> or contact the web portal directly at: <a href="mailto:info@deutsch-uni.com">info@deutsch-uni.com</a></p>
<p><b>D. Application</b></p>	
<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 students will receive an email from TUHH for the online application via Mobility-Online.</p> <p>Students need to get the following documents ready for the online application to TUHH</p> <ol style="list-style-type: none"> <li>1. ECTS learning agreement form with the choice of courses to be taken at TUHH (form is available in Mobility-Online)</li> <li>2. Transcripts of records with details of modules taken</li> <li>3. List of records for the modules which are you currently taking at NUS</li> <li>4. Language Certificate (For proof of English proficiency, please approach NUS Registrar's Office for the letter which states that NUS teaches in English.)</li> <li>5. Motivation letter</li> <li>6. Facial photo (500 x 500 pixel)</li> <li>7. TUHH exchange student application form</li> </ol> <p>Please, note that the school of general engineering science is merely an organisational unit for degree courses that are very interdisciplinary (in pink).</p> <p>For exchange purposes, in the database Mobility-Online TUHH allocated these degree courses to the other schools. Hence, in Mobility-Online, energy and environmental engineering (B.Sc. &amp; M.Sc.) students are with the school</p>

	<p>of process engineering and mechatronics (B.Sc.) students are with the school of mechanical engineering. As exchange students, please, do not chose general engineering science in the online application form - you will end up without a departmental coordinator!</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>NUS student has to be nominated by NUS before they can apply for fee-waiver exchange at the host university. TUHH will provide the link to TUHH's application portal via email to nominated students.</p> <p><b>Deadline for submitting application to host university:</b> Semester 1: 15 June Semester 2: 15 December</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>Student accommodation in Hamburg is extremely limited. Please <b>apply as early as possible</b> during the application period.</p> <p>Accommodation application deadline: Semester 1: 15 June Semester 2: 15 December</p> <p>For more information about accommodation, please refer to <a href="https://www.tuhh.de/alt/tuhh/international/incoming-international-students/accommodation-office.html">https://www.tuhh.de/alt/tuhh/international/incoming-international-students/accommodation-office.html</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. However, 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>Students from all other countries must apply for a Student Applicant’s visa via the German diplomatic representation. <b>You must not under any circumstances travel to Germany on a tourist visa.</b></p> <p>All students are advised to open a German bank account and then apply for the necessary visa immediately upon the receipt of the official offer letter/email from their host university.</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>For more visa information, please refer to <a href="https://singapur.diplo.de/blob/1257976/fba8b03c23be24c8d54313c794ea5038/download-visa-study-applicants-data.pdf">https://singapur.diplo.de/blob/1257976/fba8b03c23be24c8d54313c794ea5038/download-visa-study-applicants-data.pdf</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>All students in Germany are obliged to be insured. The proof of valid health insurance must be presented to TUHH as part of the enrolment procedure.</p> <p>Students from non-EU member countries and from countries without a social security agreement with the Federal Republic of Germany, should be insured at a German health insurance company. Monthly fees for students younger than 30 years are approximately €90. Exchange students from overseas will get support in organization of the health insurance by Compass-Tutors within the Orientation Program in the student halls. More information found here: <a href="https://www.tuhh.de/alt/tuhh/international/incoming-international-students/exchange-students.html">https://www.tuhh.de/alt/tuhh/international/incoming-international-students/exchange-students.html</a></p> <p>Health insurance has a different coverage compared to Travel Insurance. The host university cannot accept travel insurances as they do not usually cover the real costs incurred in the case of accident or illness.</p> <p>For more information on the 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>110 (for police) 112 (for medical services and fire brigade)</p>

**H. Cost of Living**

<b>i) Estimated Monthly Living Expenses</b>	<b>Breakdown of Costs</b>		<b>Cost</b>	
	Accommodation		€350 - €500	
	Food		€200	
	Insurance		€90	
	Others (Entertainment, clothes)		€200	
	<b>Monthly Estimate</b>		<b>€840 - €990</b>	
	Student has to purchase a <a href="#">semester ticket</a> for 6 months. This semester ticket includes transportation.			
<b>I. Useful Links</b>				
<ul style="list-style-type: none"> <li>• Integration programme: <a href="https://www.tuhh.de/welcome/home.html">https://www.tuhh.de/welcome/home.html</a></li> <li>• Contact list: <a href="https://www.tuhh.de/alt/tuhh/international/contacts-international-team.html">https://www.tuhh.de/alt/tuhh/international/contacts-international-team.html</a></li> </ul>				