

## Information for Students on Exchange

<b>A. University</b>	<b>University of Konstanz</b>  <a href="https://www.uni-konstanz.de/en/international-office/study-in-konstanz/exchange-and-non-degree-studies/">https://www.uni-konstanz.de/en/international-office/study-in-konstanz/exchange-and-non-degree-studies/</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. You can check with the SEP Coordinator in the Dean's Office of your home faculty.</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 (Winter):</b> Mid-October to end February (examination could be in March)</p> <p><b>Semester 2 (Summer):</b> Mid-April to end July (examination could be in August/September)</p>
<b>iii) Exchange Duration</b>	<p><b>Semester 2 exchange is recommended</b> due to severe academic calendar overlaps in semester 1.</p>
<b>iv) Examination</b>	<p><b>Students are expected to attend the mandatory examination at Konstanz during the official examination period until September.</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 Konstanz departments but generally take place between July and September in semester 2.</p> <p><b>Please approach the respective Konstanz'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>
<b>v) Curriculum Structure</b>	<p>Credit for Bachelor's and Master's courses is given in accordance with the European Credit Transfer System (ECTS).</p>

	<p>Students who take the maximum credits allowed at host university (i.e. 30 ECTS per semester) will be considered for transferring the maximum credits back to NUS.</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>Exchange students should have a minimum German proficiency of B2 according to the Common European Framework of Reference for Languages in order to follow academic courses. B1 competences are not sufficient.</p> <p>Students can take academic courses in English and courses for German as a Foreign Language offered by the Language Institute. (Courses for English as a foreign language are not offered to exchange students.)</p>		
<p><b>viii) Modules Compatibility</b></p>	<p>Most study courses are taught in German, some departments offer a wide range of courses taught in English, and some in English/German concurrently. <u>Students have to choose their courses carefully.</u></p> <p>On the Master's level, more courses are taught in English than on the undergraduate level. The English course offer is increasing.</p> <p>The course catalogue is available here: <a href="https://zeus.uni-konstanz.de/hioserver/pages/startFlow.xhtml? flowId=showCourseCatalog-flow&amp; flowExecutionKey=e1s1#7007020b8ac7998d0710263b26d5d347">https://zeus.uni-konstanz.de/hioserver/pages/startFlow.xhtml? flowId=showCourseCatalog-flow&amp; flowExecutionKey=e1s1#7007020b8ac7998d0710263b26d5d347</a></p> <p>English-taught courses are found here (updated only at the end of the preceding semester): <a href="https://www.uni-konstanz.de/en/international-office/study-in-konstanz/learning-opportunities-for-incoming-students/courses-taught-in-english/">https://www.uni-konstanz.de/en/international-office/study-in-konstanz/learning-opportunities-for-incoming-students/courses-taught-in-english/</a></p> <p>Suitable for students from the following faculties:</p> <table border="1" data-bbox="472 1912 1455 2078"> <tr> <td data-bbox="472 1912 632 2078"><b>FASS</b></td> <td data-bbox="632 1912 1455 2078"> <ul style="list-style-type: none"> <li>• <a href="#">Political Science</a> – all courses are taught in English</li> <li>• Psychology</li> <li>• Global Studies</li> <li>• Literature</li> </ul> </td> </tr> </table>	<b>FASS</b>	<ul style="list-style-type: none"> <li>• <a href="#">Political Science</a> – all courses are taught in English</li> <li>• Psychology</li> <li>• Global Studies</li> <li>• Literature</li> </ul>
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<p><b>ix) Module restrictions and pre-requisites</b></p>	<p>Students can select from multiple courses at the Bachelor and Master level.</p> <p>However, please take note that not all courses are available in English. The possibility of time-table clashes increases if you are taking different modules from different faculties during the semester of your exchange.</p> <p>Konstanz recommends that students take at least 50% of their classes in their main major.</p> <p>An “Incoming Student Guide” on the website of the Konstanz’s International Office will help you to find your way through the courses offered by the departments and highlight special services for international students.</p>						
<p><b>D. Application</b></p>							
<p><b>i) Procedures</b></p>	<p>All NUS student has to be nominated by NUS before they can apply for fee-waiver exchange at the host university. Nominated students will be contacted by Konstanz to fill in their online application form.</p> <p>The online application procedures and list of supporting documents needed by the host university can be found in the SharePoint. Please look for the SEP coordinator at your Dean’s Office for the link to the SharePoint.</p> <p>Please check with your faculty for its internal application deadlines. After you have been selected by and accepted your faculty’s internal offer, your faculty would give you the application instructions of the partner.</p> <p>You will need the following documents to upload with your online application to the host university:</p> <ol style="list-style-type: none"> <li>1. Transcript of records from NUS (get from NUS Registrar’s Office)</li> <li>2. Proof of bank transfer of the housing deposit</li> <li>3. A valid copy of the picture page of your passport</li> <li>4. Language certificate</li> </ol>						
<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</p>						

	<p>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>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>Successful students will receive a Letter of Admission and a Registration confirmation for their orientation programme directly through Konstanz's online application portal. <b>Documents will not be send by postal mail and cannot be copied to the coordinator at the home university.</b></p>
<p><b>E. Accommodations</b></p>	
<p><b>i) University Accommodation</b></p>	<p>The Studentenwerk Seezeit (Student Services) is the biggest provider of student housing in Konstanz and offers more than 1,800 places in their Halls of Residence. Some of the halls are located close to the city centre and close to the river Rhine, while other accommodation facilities lie directly adjacent to the university. Due to the great demand, the rooms are allocated randomly.</p> <p>The rents for single and double occupancy flats as well as rooms in shared flats lie between €230 - €380 Euros per month, depending on the room size. In the halls of residence, the flats are furnished.</p> <p><b>International exchange students who apply for and pay a deposit of €550 within the deadline, are usually guaranteed accommodation in 'Seezeit' Student Housing.</b> The application form and details on the housing deposit are included in the information provided here: <a href="https://www.uni-konstanz.de/en/international-office/study-in-konstanz/preparation/accommodation/">https://www.uni-konstanz.de/en/international-office/study-in-konstanz/preparation/accommodation/</a></p> <p>Konstanz recommends Studentenwerk Seezeit since the private housing market is tense and expensive. There is no assistance for finding private housing in Konstanz. Recommended websites to search for private accommodation include <a href="http://www.vierwaen.de">www.vierwaen.de</a> and <a href="http://www.wg-gesucht.de">www.wg-gesucht.de</a>. Offers from private landlords can also be found in the local daily newspaper Südkurier: <a href="http://www.suedkurier.de">www.suedkurier.de</a></p> <p>Private housing is best found on-site with sufficient time and patience. Please be aware of scams and do not commit to the rental if you are not sure.</p>

## F. Visa

### Consular/Visa Regulation

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 "Auslaenderbehörde" (Immigration Office) if you are staying for more than three months.

Students from all other countries must apply for a Student Applicant's visa via the German diplomatic representation. **You must not under any circumstances travel to Germany on a tourist visa.**

All students are advised to apply for the necessary visa immediately upon the receipt of the official offer letter/email from their host university.

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.

For more visa information, please refer to <https://singapur.diplo.de/blob/1257976/fba8b03c23be24c8d54313c794ea5038/download-visa-study-applicants-data.pdf>

For more information: <https://www.uni-konstanz.de/en/international-office/study-in-konstanz/preparation/visa-and-residence-permit/>

For more guidance on the visa application, please login NUS VPN and access the information on SharePoint shared in the pre-departure briefing slides.

## G. Safety, Health & Medical Insurance

### i) Health/Medical Insurance

International students from non-EU/EEA-Countries are required to purchase the German Health Insurance Policy. If you are under 30 years old, you can purchase a statutory German Health Insurance for around €80 per month through a German public health insurance company. In this way, international students are equal to German students: after presenting your insurance card, the doctors automatically charge the treatment costs to the health insurance company. More information can be found on <https://www.uni-konstanz.de/en/international-office/study-in-konstanz/preparation/health-insurance/>

Please note that international private health insurance policies for students from non-EU / EEA countries are NO LONGER accepted by the foreigners registration office. This is due to the fact that it is not possible to evaluate if

	<p>the service spectrum of the foreign policy corresponds to the services offered by the public German health insurance companies.</p> <p>All registered NUS students are covered under NUS blanket travel insurance. 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>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>
<b>ii) Emergency Number at host university</b>	<p>+49-7531-883089</p> <p>110 (for police)</p> <p>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>University Residence Hall</b>
	Accommodation	€230 - €420
	Health Insurance	€80
	Food	€120 - €250
	Others (Books, printing, entertainment etc.)	€200 - €550
	<b>Monthly Estimate</b>	<b>€630 - €1,300</b>
<p>Local transportation comes with the semester student pass: €53. There is also a campus fees of €90 - €160 per semester.</p> <p>Cost of living: <a href="https://www.uni-konstanz.de/en/international-office/study-in-konstanz/preparation/costs-associated-with-studying/">https://www.uni-konstanz.de/en/international-office/study-in-konstanz/preparation/costs-associated-with-studying/</a></p> <p>Important: In the first 2 months students will need more money than in the following months to cover all initial costs. Students should prepare accordingly.</p>		

#### I. Preparation before exchange

<b>i) Language Course and Orientation</b>	<p>Students choose between one of these programmes (mandatory):</p> <p><b>Go-Konstanz (4 weeks)</b> Every March and September, intensive German language course with orientation programme (see below), organized by the International Office and the Language Institute (SLI). Groups of about 15 participants are taught by experienced lecturers at all levels: beginners, intermediate and advanced.</p> <p><b>OriPro (1 week)</b></p>
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	Every April and October, orientation programme shortly before the start of the semester: opening a bank account, German health insurance, enrolling at the university, and applying for a residence permit, for non EU/EEA students.
<b>ii) Webinars: Final preparations</b>	Students can join webinars offered by the International Office focusing on final preparations and formalities before coming to Konstanz. The webinars are offered each time before the respective semester starts. Students receive information and dates by email.
<b>J. Useful Links</b>	
	1. <a href="#">Student Abroad Guide</a> . Log in to NUS VPN to access.