

## Information for Students on Exchange

<b>A. University</b>	<b>University of Tuebingen</b> (Eberhard Karls Universität Tübingen)  <a href="http://www.uni-tuebingen.de/en/113870">http://www.uni-tuebingen.de/en/113870</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  <b>Semester 2:</b> Mid-April to Mid-July</p> <p><a href="http://www.uni-tuebingen.de/en/international/study-in-tuebingen/erasmus-and-exchange-to-tuebingen/academic-calendar-for-international-students.html">http://www.uni-tuebingen.de/en/international/study-in-tuebingen/erasmus-and-exchange-to-tuebingen/academic-calendar-for-international-students.html</a></p>
<b>iii) Exchange Duration</b>	<b>Semester 2 only</b> due to severe overlapping of academic calendar.
<b>iv) Examination</b>	<p><b>Students are expected to attend the mandatory examination at Tuebingen 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 Tuebingen departments but generally take place between July and September in semester 2.</p> <p>Please be advised that the examination period in Business and Economics might last until two weeks after the end of the semester!</p> <p><b>Please approach the respective Tuebingen's departmental coordinator at the start of your exchange 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>Two lectures and two seminars per semester are recommended. In addition, students can attend courses in the area of German as a foreign language.</p> <p>A minimum of 30 ECTS-credits per semester or 60 ECTS-credits per year must be completed during an exchange.</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 semest</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>Most of the bachelor courses are taught in German. Some departments offer a limited number of courses taught in English.</p> <p>Students who are nominated should have a good command of German and are able to follow courses in German or students who have found a sufficient amount of courses taught in English. They should either have B2 proficiency in German and/or English under the Common European Framework of Reference for Languages.</p> <p>Language Courses: Tuebingen offers more than 50 different courses in German language, history and culture per semester. You will find them on the website of the Division "<a href="http://www.uni-tuebingen.de/en/1056">German as a Foreign Language and Intercultural Programs</a>" (<a href="http://www.uni-tuebingen.de/en/1056">http://www.uni-tuebingen.de/en/1056</a>). Participants do not have to pay any fees, only course material, excursions etc.</p> <p>Tuebingen recommends their preparation courses which take place before the semester (language preparation, orientation, administrative help and so on): <a href="http://www.uni-tuebingen.de/en/1091">http://www.uni-tuebingen.de/en/1091</a></p>
<p><b>viii) Faculties &amp; Schools accepting exchange students</b></p>	<p>Most of the bachelor courses are taught in German. Please search carefully for courses taught in English.</p> <ul style="list-style-type: none"> <li>- Faculty of Economics and Social Sciences</li> <li>- School of Business and Economics</li> <li>- Faculty of Science</li> <li>- Faculty of Humanities</li> <li>- Faculty of Protestant Theology</li> <li>- Center for Islamic Theology</li> </ul>

	<p>Suitable for students major in Political Science, Sociology and Mathematics.</p> <p>The list of English-taught modules are available here: <a href="http://www.uni-tuebingen.de/en/113870">http://www.uni-tuebingen.de/en/113870</a></p> <p>The courses for the summer term 2019 will not be available online until February 2019. For a general overview of courses taught in Tuebingen, please view the courses of summer term 2018. You find them in the campus-system under: <a href="http://campus.verwaltung.uni-tuebingen.de/index.html">http://campus.verwaltung.uni-tuebingen.de/index.html</a>. Select: "Öffentliches Vorlesungsverzeichnis". If it shows a different semester, use the top red bar "Semester". Then a page opens where you can select previous semesters.</p>
<p><b>ix) Module restrictions and pre-requisites</b></p>	<ul style="list-style-type: none"> <li>• Courses from Faculty Medicine is not open to exchange students.</li> <li>• Availability in beginner's German language courses (A1/A2 level) are limited and cannot be guaranteed.</li> <li>• Students who wish to study at Tuebingen Faculty of Science (= Natural Sciences) need to submit supporting documents such as a language certificate, Transcript of Records and Study Plan with a course list that can be sent to the Tuebingen Faculty of Science for approval.</li> </ul>
<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 NUS students will be contacted by Tuebingen via email on the latest application procedures. Otherwise, students may refer to the information found here: <a href="http://www.uni-tuebingen.de/en/113870">http://www.uni-tuebingen.de/en/113870</a></p> <p>Students need to apply online through Tuebingen'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 Tuebingen.</p> <p>The longer you took to apply to Tuebingen, 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 Tuebingen 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: 31 May Semester 2: 31 October</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>Accommodation is administered by the Studierendewerk (Student Services Organization), which is not affiliated with the University.</p> <p>You could possibly get the university accommodation if you submit an application before the deadline which will be mentioned in Tuebingen’s acceptance email. For an overview of the dormitories, please see: <a href="https://en.my-stuwe.de/housing/halls-of-residence-tuebingen/">https://en.my-stuwe.de/housing/halls-of-residence-tuebingen/</a></p> <p>All rooms for exchange students are fully furnished single rooms with shared kitchen and usually shared bathrooms.</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>

## 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 visa for study purposes via the German diplomatic representation in their home country. You must not under any circumstances travel to Germany on a tourist visa.

All students are advised to apply for the necessary visa immediately after they received 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

[http://www.singapur.diplo.de/Vertretung/singapur/en/04/2\\_Visa/seite\\_22\\_National\\_Visa.html#topic15](http://www.singapur.diplo.de/Vertretung/singapur/en/04/2_Visa/seite_22_National_Visa.html#topic15)

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

In Germany health insurance is mandatory while you study at a German university. A student health insurance through a "gesetzliche" Krankenkasse" is possible until the 14th semester or until the age of 30. It costs approx. € 90 per month and is valid throughout the EU.

Upon matriculation you either need to prove that you are insured by a "gesetzliche Krankenkasse" or exempted by them. More information can be found here: <http://www.uni-tuebingen.de/en/international/study-in-tuebingen/erasmus-and-exchange-to-tuebingen/application-and-preparation.html#c452751>

All registered NUS students are covered under the university health insurance and the blanket travel insurance. For more information on the university health insurance coverage, please refer to <http://www.nus.edu.sg/uhc/healthservice/insurance-schemes/undergraduate-scheme.html>.

	For more information on the 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>																				
<b>ii) Emergency Number at host university</b>	+49-7071-29-77736 110 (for police) 112 (for medical services and fire brigade)																				
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<b>Baden Wuerttemberg Scholarship</b>	<p>Tuebingen might provide 1-2 scholarships per year for NUS students.</p> <p>Students will be informed by Global Relations Office if the scholarship is available closer to the start of the selected exchange term. Only eligible students will be invited to apply for the limited scholarship.</p>																				