

# fact sheet for exchange students



by International Office  
www.fh-kiel.de/international-office

Full legal name of institution	Fachhochschule Kiel Kiel University of Applied Sciences
ERASMUS code of institution	D KIEL03
PIC	997918056
Head of institution	Prof. Dr. Björn Christensen (President) Prof. Dr. Tobias Hochscherf (Vice President)
Address	Fachhochschule Kiel Sokratesplatz 1 D – 24149 Kiel
Head of International Office	Mrs. Nadine Hackmann
Address	Fachhochschule Kiel International Office Sokratesplatz 4 D – 24149 Kiel

ERASMUS Institutional Coordinator	Mrs. Nadine Hackmann Tel: +49 - 431 210 - 1803 Fax : +49 - 431 210 - 61803 nadine.hackmann@fh-kiel.de
Outgoing Students	Ms. Rieke Schulz Tel: +49 - 431 210 - 1802 Fax: +49 - 431 210 - 61802 rieke.schulz@fh-kiel.de outgoing@fh-kiel.de
Incoming students	Ms. Jessica Hanisch Tel: +49-431 210 - 1804 Fax: +49 - 431 210 - 61804 jessica.hanisch@fh-kiel.de incoming@fh-kiel.de
Course catalogue	<a href="http://moduldatenbank.fh-kiel.de/en-us/ModuleVariant/Search">moduldatenbank.fh-kiel.de/en-us/ModuleVariant/Search</a>

## attention

Please nominate your students by email to [incoming@fh-kiel.de](mailto:incoming@fh-kiel.de).  
We only accept students whose participation has been confirmed by their home university.

Please submit your online application via our mobility online application portal. **What you need:**

- application form
- transcript of records
- language certificate
- proof of university registration
- approved digital learning agreement

## deadlines

	Spring semester	Winter semester
Nomination Visa	01.10	15.04
Nomination No Visa	15.10	01.05
Application Visa	15.10	01.05
Application No Visa	01.11	01.06

# academic calendar

## Winter term

Start of semester

Mid of September (start of lectures)

End of semester

Mid-February (depending on last exam)

Introduction days (cumpolsory)

Beginning of September

Intensive German language course

Beginning of September (10 days)

European Project Semester (EPS)

[www.fh-kiel.de/eps](http://www.fh-kiel.de/eps)

Business Project Semester (BPS)

[www.fh-kiel.de/bps](http://www.fh-kiel.de/bps)

## Summer term

Mid-March (start of lectures)

Mid-July (depending on last exam)

Beginning of March

Beginning of March (10 days)

Beginning of March – end of June

Beginning of March – end of June



# useful websites

FH Kiel main website

[www.fh-kiel.de](http://www.fh-kiel.de)

International Office

[www.fh-kiel.de/en/international/international-profile/international-office/](http://www.fh-kiel.de/en/international/international-profile/international-office/)

Information for exchange students

[www.fh-kiel.de/en/international/incoming/international-students/exchange-students/](http://www.fh-kiel.de/en/international/incoming/international-students/exchange-students/)

Maps

[www.fh-kiel.de/index.php?id=19185&L=1](http://www.fh-kiel.de/index.php?id=19185&L=1)

Kiel

[www.kiel.de](http://www.kiel.de)



# arrangements for exchange students

## Contact

International Office  
Fachhochschule Kiel  
Sokratesplatz 4  
D – 24149 Kiel  
Tel: +49-431 210-1800  
Fax : +49-431 210-1810,  
international@fh-kiel.de

Compulsory health insurance	Health insurance must be proven before registration. EC students: Please bring your European insurance card (EHIC). Additional travel insurance and personal liability insurance is recommended.
Visa	EC and US Students do not need a visa to enter the country. Residence permit can be applied for in Kiel (2 passport photos, registration at FH Kiel, proof of funds or scholarship to cover living expenses in Germany). Other international students are asked to contact the German embassy in their home country. Do not enter with a tourist visa!
Housing	<b>A survey of dormitories in Kiel</b> can be downloaded from our web site. They offer mostly simple single rooms with shared bathroom and kitchen facilities. They do not suit everybody, but they are an easy step to get in touch with German and other foreign students. Costs: approx. 250€ to 300€ per month, plus a one month deposit (in most circumstances). These rooms are usually only available to rent for a complete semester. (September – February/March - August).  The number of dormitory rooms is limited. Reservation should be made as early as possible (the deadlines for applications are set as 15th January and 15th June).
Fees	There are no tuition fees at FH Kiel. However, all students have to pay an administration fee of approx. 250€ per semester to the student union, which includes free public transport (i.e. bus, ferry and train) in Kiel, across Schleswig-Holstein and Hamburg.
Statement of Financial Resources <b>(non-EU students only)</b>	Please bring a statement of your financial resources, demonstrating that there are sufficient funds to cover all expenses of living while staying in Kiel.
Costs of Living per month:	Approximately: 800€



## grading systems and study levels

Kiel University of Applied Sciences uses a **national grading system**.

Full term load per semester: 30 ECTS

A transcript of records will be issued after the completion of all exams and will be sent to the home university.

# recommended language skills

**Language of Instruction:** German, apart from a number of courses in the Business Faculty, the European Project Semester, the Business Project Semester, Globalization and Lifeworld of Young Adults (Faculty of Social Work and Health) and courses in Information Engineering (MSc).

Receiving institution	Language of instruction 1	Language of instruction 2	Recommended language of instruction level	
			Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
[Erasmus Code]				
D KIEL03	German	English	B2	C 1

# contact persons for exchange programmes

## Agriculture

Am Kamp 11  
24783 Osterrönnfeld

Prof. Dr. Wiermann  
Tel.: +49 4331 845 - 129  
conrad.wiermann@fh-kiel.de

## Business Management

Sokratesplatz 2  
24149 Kiel  
Fax: +49 431 210 - 3801

Prof. Dr. Dressler  
Tel.: +49 431 210 - 3608  
matthias.dressler@fh-kiel.de



Agnès Moiroux  
Tel.: +49 431 210 - 3614  
agnes.moiroux@fh-kiel.de



José Martínez-Marín  
Tel.: +49 431 210 - 3615  
matthias.dressler@fh-kiel.de



Prof. Dr. Hauschildt  
Tel.: +49 431 210 - 3517  
dirk.hauschildt@fh-kiel.de



Prof. Dr. Julia Stehmann  
Tel.: +49 431 210 - 3517  
julia.stehmann@fh-kiel.de



Prof. Dr. Saskia Bochert  
Tel.: +49 431 210 - 3509  
peter.franke@fh-kiel.de

all overseas partnerships



# contact persons for exchange programmes

## Computer Science and Electrical Engineering

Grenzstraße 5  
24149 Kiel

Prof. Dr. Jacobsen  
Tel.: +49 431 210-4155  
harald.jacobsen@fh-kiel.de

## Mechanical Engineering

Grenzstraße 3  
24149 Kiel

Prof. Dr. Schmidt  
Tel.: +49 431 210-2619  
soenke.schmidt@fh-kiel.de

## Social Work and Health

Sokratesplatz 2  
24149 Kiel

Prof. Dr. Pioch  
Tel.: +49 431 210-3048  
roswitha.pioch@fh-kiel.de

Social Work,  
Early Childhood Education,  
Physiotherapy

## Media

Grenzstraße 3  
24149 Kiel

Prof. Dr. Schatz  
Tel.: +49 431 210-4519  
florian.schatz@fh-kiel.de

## Civil Engineering

Grenzstraße 3  
24149 Kiel

Prof. Dr. -Ing. Liebisch  
Tel.: +49 431 210-4624  
sven.liebisch@fh-kiel.de

# flat-hunting terms to know

On your search for new accommodations you might stumble across a lot of abbreviations. The most important ones are explained below.

## Abstand

You have to buy part of the furniture from the previous tenant.

## kalt

cold, i.e. heating and other utilities costs have to be paid in addition to the rent.

## Kaution

Deposits - in Germany, it is normal to pay a deposit of up to three months' rent which is refunded at the end of the contract. If any damage has been done, the landlord is allowed to withhold the amount of the money needed for the repairs from the deposit.

## möbliert

The room is fully furnished.

## zzgl. NK

zuzüglich Nebenkosten: i.e. plus utilities charges

## NMM

"Net monthly rent" (heating, electricity, water, etc. are not included)

## teilmöbliert

The room/flat has some furnishing, but not all that might be necessary

## warm

warm, i.e. heating and other utilities costs are included in the rent.

## Zwischenmiete

Sub-letting: The leaser rents the room to another for a specified time, often furnished (normally between 3 and 6 months).

**Good luck with your room search!**