

# Exchange Programme Information Sheet

## 2024/25

### 1. GENERAL INFORMATION

<b>Contact for International Students</b>	International Office Incoming
<b>Address</b>	Julius Maximilian University of Würzburg International Office Incoming (Ref. 1.3); Josef-Martin-Weg 55 Hubland Campus Nord; 97074 Würzburg; Germany Email: <a href="mailto:exchange-international@uni-wuerzburg.de">exchange-international@uni-wuerzburg.de</a>
<b>Exchange Program Website</b>	<a href="https://www.uni-wuerzburg.de/en/international/studying-in-wuerzburg/exchange-students/programme-studies/">https://www.uni-wuerzburg.de/en/international/studying-in-wuerzburg/exchange-students/programme-studies/</a>
<b>Outgoing Contacts</b>	Erasmus Partnerships: <a href="mailto:erasmus@uni-wuerzburg.de">erasmus@uni-wuerzburg.de</a> Worldwide Partnerships: <a href="mailto:go-abroad@uni-wuerzburg.de">go-abroad@uni-wuerzburg.de</a>
<b>Contact Person for Incoming Students</b>	Erasmus surnames A-L and Bilateral Partnerships: Ms. Nicole SCHMITT – Email: <a href="mailto:exchange-international@uni-wuerzburg.de">exchange-international@uni-wuerzburg.de</a> Erasmus surnames M-Z: Ms. Milena HACK – Email: <a href="mailto:exchange-international@uni-wuerzburg.de">exchange-international@uni-wuerzburg.de</a>
<b>Number of Students (WS 23/24)</b>	<b>26,579</b> (2,526 international students)
<b>Benefits for Exchange Students</b>	<ul style="list-style-type: none"> <li>• Simplified application procedure</li> <li>• Guaranteed accommodation (if housing applications and housing deposit € 1000 are received by 15 January/15 June)</li> <li>• intensive German language course prior to semester</li> <li>• semester German language courses</li> <li>• Access to internet, libraries, computer labs, sports facilities</li> <li>• <a href="#">Tutors</a> will provide assistance, especially in the first weeks</li> <li>• Cultural <a href="#">semester programme</a></li> <li>• Interdisciplinary Studies in German History, Tradition and Society (<a href="#">INSIGHTS</a>)</li> </ul>
<b>Fees</b>	No tuition fees. Semester contribution: currently € 162,90 (SS24) and it includes unlimited local and regional public transport for six months, reduced prices for meals in cafeterias, and for dormitories run by the Federal Organization for Student Services (“Studentenwerk”).

### 2. APPLICATION

<b>Language Requirements</b>	The <a href="#">language requirements</a> depend on the subject. Please note that undergraduate programmes are mainly taught in German.
<b>Level of Study</b>	Undergraduate, Graduate, PhD and others
<b>Faculties/Schools Available to Exchange Students</b>	All ten <a href="#">faculties</a> are open to students in exchange programmes unless otherwise stated in the agreement. Restricted admission to medicine, dentistry, pharmacy.
<b>Course Catalogue</b>	<a href="#">Wuestudy</a> / Advice on how to use the catalogue can be found <a href="#">here</a> . Most classes are held in German. Some courses are taught in English.
<b>Nomination Deadline and Procedure</b>	Nominations are welcome by email (to <a href="mailto:nomination@uni-wuerzburg.de">nomination@uni-wuerzburg.de</a> ) by <b>30 April</b> for the winter semester and <b>30 November</b> for the summer semester. Please insert <b>your official Erasmus code</b> in the email subject. The following information should be included: Name of nominee(s), email address, field and level of study, language proficiency, period of stay and other relevant information (e.g. special needs). Important: Nominees have to be enrolled at your institution.
<b>Application Deadline</b>	<b>15 June</b> for the Winter semester – <b>15 January</b> for the summer semester
<b>Online Application</b>	Will be provided upon nomination
<b>Application Documents</b>	<ul style="list-style-type: none"> <li>• Enrolment certificate of home university</li> <li>• Transcript of Records</li> </ul>

- Confirmation of language proficiency in [German](#) and/or [English](#) (templates are linked); OLS test certificates not accepted
  - List of courses to be taken at JMU Wuerzburg (only non-Erasmus students)
- All documents must be uploaded into the online portal.

### 3. ACADEMIC INFORMATION

<b>Semester Dates</b>	Winter semester: 1 October – 31 March; Summer semester: 1 April – 30 September
<b>Lecture Dates / Examination Period</b>	Winter semester 2024/25: 14 October 2024 – 07 February 2025 Summer semester 2025: 22 April 2025 – 25 July 2025 For the following semesters see <a href="#">here</a> . <b>Please note:</b> There is no official examination period and exams might be scheduled during the semester break. Students should inquire about this before booking return flights.
<b>Orientation</b>	<ul style="list-style-type: none"> <li>• Welcome Events for International Students (guided sightseeing tour, First-Steps Events with information about studying and living in Würzburg, Welcome speech by University Officials, reception);</li> <li>• <a href="#">Orientation sessions</a> for all specific subjects are offered directly by the faculties/schools;</li> <li>• Orientation online seminars prior to the exchange period.</li> </ul>
<b>Language Courses</b>	<ul style="list-style-type: none"> <li>• 4-week intensive German course in September/March before the start of the lecture period</li> <li>• German courses during the semester.</li> <li>• All German courses are free of charge for exchange programme students. Detailed information and course dates can be found <a href="#">online</a> under “Course Programme”. For admission to the courses, students need to apply online by the official application deadline.</li> </ul>
<b>Class Schedule</b>	Students put together their class schedule independently; tutors and academic coordinators offer assistance. You can find further information <a href="#">here</a> .
<b>Transcript of Records</b>	Upon request only – no automatic issuance. Please note that transcripts might be issued 5 weeks after the exam period. Please find more information <a href="#">here</a> .

### 4. HOUSING AND ACCOMODATION

<b>Housing Information</b>	<p>The University of Würzburg has a special arrangement with the Student Housing Service of the “Studentenwerk”, an independent organization not connected to the university.</p> <p>If exchange programme students from our partner universities apply for a room in a dormitory and transfer the housing deposit (€ 1000) by the official application deadline, accommodation will be guaranteed! The Student Housing Service is responsible for ten <a href="#">dormitories</a> in various locations in Würzburg.</p> <p><u>Amenities:</u></p> <ul style="list-style-type: none"> <li>• Single apartments or single rooms in shared apartments, in which two to four students share a kitchen and bathroom;</li> <li>• All rooms and apartments are furnished;</li> <li>• Dishes, cooking items, bedding, and towels are not provided;</li> <li>• Rents range from € 250 to € 400 per month, depending on the size of the room/apartment and its equipment</li> </ul> <p><u>Length of stay:</u></p> <p>Student accommodations are granted for six months (beginning with the semester on 1 April or 1 October) or 12 months (for one year stay). A shorter rental period is not possible;</p>
<b>Housing Application Deadline</b>	<p><b>15 June</b> for the winter semester – <b>15 January</b> for the summer semester</p> <p><b>Please note:</b> Dormitory housing is only guaranteed if students apply and pay the deposit by the deadline! <b>Please note that you can already apply for housing without having the admission letter from us!</b> After we receive your official</p>

nomination, you will receive an email with further information on how to apply for dormitories including the online application link.

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## 5. OTHER RELEVANT INFORMATION

<b>About Würzburg</b>	<a href="http://www.wuerzburg.de/en/index.html">http://www.wuerzburg.de/en/index.html</a>
<b>Campus Maps</b>	<a href="https://wueaddress.uni-wuerzburg.de/search/map?q=">https://wueaddress.uni-wuerzburg.de/search/map?q=</a>
<b>Costs and Financing</b>	Costs of living: approx. € 900 - 1000 / month (depending on your lifestyle and apartment rent). <b>Please note:</b> Students have to make sure they have sufficient funds to cover all expenses while abroad, including rent and semester contribution. Students will only be enrolled, if the semester contribution has been transferred and if sufficient health insurance coverage has been presented. Financing: scholarship and working possibilities can be found on our <a href="#">website</a> .
<b>Visa Requirements and Resident Permit</b>	<ul style="list-style-type: none"><li>• If you need a visa, please check the <a href="#">list of the Ministry of Foreign Affairs</a>;</li><li>• Students from the European Union and several other countries (e.g. EFTA-countries, USA and Japan) do not need a visa to enter Germany, just a valid passport or identification card; <b>however</b>, exchange students who are not from an EU country need a resident permit. Make an appointment with the <a href="#">Würzburg Immigration Office</a> (Ausländeramt) in the City Hall as soon as possible after your arrival.</li><li>• Request your visa well in advance. Gathering all required documents takes time;</li><li>• Upon arrival, students need to register for a <a href="#">residence permit</a> (approx. € 110).</li></ul>
<b>Insurance Requirements</b>	Adequate <a href="#">health insurance</a> is required for registration. Home insurance companies should be contacted before departing to Germany. A German insurance company will verify the insurance status of students. If the insurance status is not sufficient, a German health insurance must be purchased for the duration of stay. No exceptions! In addition, we highly recommend students to have liability insurance while staying in Germany. It can either be bought in Germany or the home insurance covers the exchange period abroad (please check with your provider). Liability insurance covers the responsibility for damage caused to persons, objects or assets up to a certain amount. The higher this amount, the higher the annual fee.
<b>Arrival</b>	<ul style="list-style-type: none"><li>• By airplane: Airport Frankfurt/Main or Nürnberg with direct ICE-train connections to Würzburg</li><li>• By <a href="#">train</a>: Würzburg is easily accessible from all directions</li><li>• Public transport in Würzburg: With the <a href="#">WVV</a> (buses and trams) various university buildings and student dormitories are easy to reach.</li><li>• By car: See the <a href="#">maps on this website</a></li></ul>
<b>Student Tutoring Programme</b>	Students who know their way around the University and city are pleased to assist exchange students, especially during the first few days. Find our tutors <a href="#">here</a> .
<b>Extracurricular Clubs</b>	University Sports Center: <a href="https://www.uni-wuerzburg.de/hochschulsport">https://www.uni-wuerzburg.de/hochschulsport</a> University Choir: <a href="http://www.hochschulchor.uni-wuerzburg.de">http://www.hochschulchor.uni-wuerzburg.de</a> University Orchestra: <a href="https://www.musikwissenschaft.uni-wuerzburg.de/orchester/">https://www.musikwissenschaft.uni-wuerzburg.de/orchester/</a> University Protestant Community (ESG): <a href="http://www.esg-wuerzburg.de/">http://www.esg-wuerzburg.de/</a> University Catholic Community (KHG): <a href="http://www.khg-wuerzburg.de/">http://www.khg-wuerzburg.de/</a> Würzburg International Network (WIN): <a href="https://www.uni-wuerzburg.de/en/stuv/referat-ak/win/">https://www.uni-wuerzburg.de/en/stuv/referat-ak/win/</a> → Find more ideas to get active on our <a href="#">website</a> !

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Should you have further questions, please do not hesitate to contact us.

**WE LOOK FORWARD TO WELCOMING INTERNATIONAL STUDENTS IN WÜRZBURG!**