



## Factsheet for exchange students 2023/24

### Institutional and contact information

Catholic University of Applied Sciences Freiburg  
Erasmus Code: D FREIBUR04  
Website: [www.kh-freiburg.de](http://www.kh-freiburg.de)

International Office  
Naomi Hiroe-Helbing  
Phone +49 761 200-1506  
[international@kh-freiburg.de](mailto:international@kh-freiburg.de)

### 1. Application

Students from our ERASMUS+ partner universities (<https://www.kh-freiburg.de/de/studium/internationales/partnerhochschulen>) have the opportunity to study as part of the Erasmus+ program for a period (one or two semesters) at the Catholic University of Freiburg.

#### Your path to the KH Freiburg:

Apply at your home university for the ERASMUS+ program. Your home university will send a nomination to the International Office of the KH Freiburg by e-mail. You will then receive an e-mail from us with information about the next steps, e.g. which documents you must submit. Prior to selecting a course and while preparing the Learning Agreement you must get in touch with the future Head of your study program at the KH. The names and e-mail addresses can be found at the bottom on the relevant program pages (<https://www.kh-freiburg.de/en/studying>)

#### Nomination deadline

Autumn term	15. April
Spring term	31. October

The complete application must be received by the KH Freiburg by May 1<sup>st</sup> for the autumn semester and November 1<sup>st</sup> for the spring semester.

Important: Non-EU citizens should submit their records approximately 4 months prior to their intended commencement of study due to strict visa regulations.

Additional requirements you will be requested to send via e-mail

- signed application form
- enrolment certification from your home university
- Passport sized picture
- CV
- Language Certificate German or English B1

(Please note we offer the courses in English only in the autumn semester)



## 2. Academic Calendar:

### Autumn semester 2023/2024

Start of lectures 09.10.2023

End of lectures 27.01.2023

Christmas break: 24.12.2023 – 06.01.2024

Exams: 29.01 – 02.02.2024

### Spring semester 2024:

Start of lectures 02.04.2024

End of lectures 20.07.2024

Spring break: 21.05. – 01.06.2024

Exams: 22 – 26.07.2024

## 3. Tuition and cost of living

Exchange students from our partner universities are exempted from paying fees for tuition. Each student are expected to pay service and administration fees (approx. 100 EUR per semester).

Living as a student in Germany is cheaper than in most central European countries. The exact costs depend on the personal lifestyle, but you should calculate roughly 750 - 850 EUR monthly (more information on the cost of living can be found on the website of the Studierendenwerk Freiburg: <https://www.swfr.de/en/international/arrival/the-first-steps>)

## 4. Accommodation

The International Office can arrange for accommodation in our student dormitory for a limited number of exchange students. The monthly rent of a single room with a shared kitchen and bathroom facilities will be 250-300 euro. After the nomination, you will get an information for the application.

Otherwise the demand for affordable rooms and apartments in Freiburg is very high, especially in the fall when the winter semester begins. It is important to look for a place as early as possible.

## 5. Useful information: <https://www.kh-freiburg.de/en/studying/living-in-freiburg>

### Food and drink

The Caritas canteen (right next to the KH Freiburg) offers several menus, a salad buffet and a pasta dish daily.

Opening hours: Monday - Friday, 11:30 - 13:45

Students can eat inexpensively in all other student cafeterias and cafes run by Student Services by presenting their student ID, some are even open on Saturdays and evenings. More information at <https://www.swfr.de/en/freiburg/>

## Travel in and around Freiburg with your Semesterticket

With the semester ticket, students can travel around the entire network of the RVF Verkehrsverbund Freiburg for one semester (89 euro for 6 months).

But even without a semester ticket you have an advantage: All students of local universities travel for free on buses and trains of the RVF in the evenings with their valid student ID. This offer applies daily from 7:30 pm.

More: <https://www.swfr.de/en/money/discounts/semester-ticket>

### 6. Information on what you have to organize in Germany:

<https://www.kh-freiburg.de/en/studying/future-students/what-to-organize-in-germany->

#### **Before your arrival**

##### • **Visa and Immigration**

Please check whether you need a visa to enter Germany. The German embassy or consulate is responsible for issuing you a visa in your home country. Click here for information:

<https://www.auswaertiges-amt.de/en>

##### • **Health insurance**

In Germany health insurance is very important, as medical treatment can be very expensive. It is mandatory for each student to prove they have valid health insurance at his/her enrolment.

More info on this topic: [https://www.study-in.de/en/plan-your-studies/requirements/health-insurance\\_27548.php](https://www.study-in.de/en/plan-your-studies/requirements/health-insurance_27548.php)

##### • **Financial Information**

In some cases you may be asked to prove that you have sufficient financial resources for the duration of your studies in Germany. This proof may be required when applying for a visa or when applying for a residence permit.

#### **On arrival in Germany**

We recommend to arrive in Freiburg approximately two to three weeks before the start of the semester, so that you are settled before your courses begin and you are able to fully concentrate on your studies from the beginning.

On arrival to Freiburg you must immediately:

##### • **Register at the registration office in Freiburg (German: Einwohnermeldeamt)**

You must register within two weeks after moving into your accommodation by presenting your identity card or passport.

Bürgerservicezentrum

Fehrenbacheallee. 12

79106 Freiburg

<https://www.freiburg.de/pb/1412149.html>

- **Apply for a residence permit**

Nationals of EU and EEA member states do not require a residence permit. Students from these countries will be issued a certificate of the right of residence (German: Freizügigkeitsbescheinigung), which you may be requested to show when you register with the registration office (Einwohnermeldeamt).

Students from all other countries - even those who can enter Germany without a visa (for example, Japan or the USA) - must apply for a residence permit at the Foreigners' Registration Office (German: Ausländerbehörde) within 90 days of entry or before the expiration of the visa:

Ausländerbehörde der Stadt Freiburg  
Berliner Alle 1  
79114 Freiburg  
<https://www.freiburg.de/pb/1547375.html>

- **Open a bank account (for students coming from non-European countries)**

In order to be able to make payments (for example to pay rent) you should open a checking account at a local bank as soon as possible. You will need your ID card or your passport, the certificate of the registration office, and the enrolment certificate from the KH Freiburg. Most banks offer a student checking account which is free of charge.

## **7. Buddy-program "Studis International"**

The aim of this program is to support the social integration of foreign students on campus and to promote intercultural exchange among national and international students. Students groups and workshops available include, writing workshops, tutorials in subjects such as Family Law, Child and Youth Welfare Law, trips, barbecues, theatre visits, cooking evenings, German language courses etc.

**Contact:**

International Office [international@kh-freiburg.de](mailto:international@kh-freiburg.de)