

Information Sheet for Partner Universities
2020/2021

Please note that due to the COVID-19 pandemic, all dates and information are subject to change.

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| Full Name of University | FH Münster University of Applied Sciences |
| ERASMUS Code | D MUNSTER02 |
| Official Address of University | Hüfferstraße 27, 48149 Münster, Germany |
| Internet Address | www.fh-muenster.de |
| Head of Institution / Function | Prof. Dr. Ute von Lojewski President |
| Dates for Academic Year 2020/2021 | Winter semester 2020/2021 01.09.2020 - 28.02.2021 Summer semester 2021 01.03.2021 - 31.08.2021 Please note that these dates also include the examinations period and that the actual start of lectures may vary from one department to another. |
| Nomination Deadlines | 15 th of May for Winter Semester 15 th of October for Summer Semester |
| Application Deadlines | 15 th of June for Winter Semester 15 th of November for Summer Semester |
| ERASMUS Institutional Co-ordinator | Miriam Sterz Johann-Krane-Weg 25, 48149 Münster, Germany tel : +49.251.83-64108 fax : +49.251.83-64104 Email: sterz@fh-muenster.de |
| Incomings Co-ordinator for Erasmus and guest students | Laura Paul Johann-Krane-Weg 25, 48149 Münster, Germany tel +49.251.83-64110 fax +49.251.83-64104 Email: laura.paul@fh-muenster.de |
| Contact for Bilateral Agreements | Maike Opie Johann-Krane-Weg 25, 48149 Münster, Germany tel +49.251.83-64109 fax +49.251.83-64104 Email: internationaloffice@fh-muenster.de |
| Website for Incoming Students | https://www.fh-muenster.de/international-students |
| FHiRST | The International Reception Service Team offered by FH Münster (FHiRST) helps international students to get started more easily and to become accustomed to student life in Münster and Steinfurt, offering guidance and assistance before and during their stay: |

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| | https://www.fh-muenster.de/fhirst |
| Language Requirements and Foreign Language modules | <p>The primary language of teaching is German in most of the departments. Sufficient knowledge of German is necessary in order to successfully follow courses and consequently to be able to acquire necessary credits. Guest students are expected to prove a B1 German Level for courses taught in German.</p> <p>Some faculties may offer courses in languages other than German. These courses can be found in the course catalogue: https://en.fh-muenster.de/internationaloffice/i_h/internationale_veranstaltungen.php</p> <p>For further information, please contact fhirst@fh-muenster.de</p> |
| Preferred semester for receiving incoming students | No preference, both semesters are OK, however students should check with the respective department about when courses they need and/or plan to take are offered, because not all courses may be offered during both semesters. |
| (FHIRST) Orientation Weeks | Generally, orientation events are offered at the beginning of each semester including the start of the German language courses. Students are informed via email on time. All exchange students are also welcome to join these events. |
| Academic degree | <p>Unfortunately, obtaining an academic degree is <u>not</u> possible during an exchange. Only in <u>certain</u> cases is the obtaining of an academic degree possible, e.g. for students in a double degree course between their home university and FH Münster.</p> <p>If ERASMUS students intend to obtain an academic degree at FH Münster during or following their exchange, please note that this is <i>only</i> possible if they fulfil the general requirements for admission. They need to clarify this individually with the Service Office for Students: serviceoffice@fh-muenster.de</p> |
| ECTS? | Yes |
| Nomination | <p>Ideally, the home universities should send the following details of their nominees to the Incomings Co-ordinator as soon as possible:</p> <ol style="list-style-type: none"> 1. Name of the Student 2. Sex (male/female/other) 3. Email Address 4. Subject Area 5. Study Period in Münster |
| Application Documents | <p>Please refer to the link given below for the information regarding the application procedure: https://en.fh-muenster.de/internationaloffice/international_students_staff/a2-austauschmoeglichkeit-an-der-fh-muenster-neu.php</p> <p>For more details please contact Laura Paul per E-mail: laura.paul@fh-muenster.de</p> |
| Where to send student application forms, Learning Agreement and Transcript of Records? | <p>FH Münster does not require a hardcopy of application documents. If however, the home university requires the signatures in original, the documents can be sent to the following address:</p> <p>Laura Paul International Office FH Münster University of Applied Sciences Johann-Krane-Weg 25 48149 Münster Germany</p> |

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| Letter of Acceptance | Students will receive a Letter of Acceptance soon after their application documents have been assessed and accepted by the respective departmental coordinator at FH Münster. Non-Erasmus students will receive a letter of invitation directly from the faculty coordinator. | | | | | | | | | | | | |
| Documents required for enrolment | <ul style="list-style-type: none"> • Passport or Identity Card • European Health Card OR written proof of sufficient health insurance (in English or German) that needs to be certified by a German health insurance company. | | | | | | | | | | | | |
| Accommodation | <p>Since FH Münster does not offer on-campus housing, students have to apply directly to the Studierendenwerk*. The rooms are allotted on first come, first served basis. Information regarding application procedure is sent by the Incomings Coordinator https://en.fh-muenster.de/internationaloffice/international_students_staff/a3-start-in-muenster-und-steinfurt.php?p=3,1,2</p> <p>*Please note that the Studierendenwerk is a separate institution and does not belong to FH Münster.</p> | | | | | | | | | | | | |
| Health Insurance | <p>Every student at FH Münster is expected to have sufficient health insurance cover in order to get enrolled. Please note that the European Health Insurance Card or equivalent does not necessarily rule out that extra costs may have to be covered by the student himself / herself.</p> <p>For this purpose it is important for students to contact their health insurance at home before arriving in Germany.</p> | | | | | | | | | | | | |
| Average accommodation cost per month (in Euro) | Costs for accommodation facilities of the Studierendenwerk range between ca. 250 Euros and 450 Euros depending on size and furnishing. In most cases, deposit has to be paid in advance. | | | | | | | | | | | | |
| Average cost of living per month excluding accommodation (in Euro) | <p>Minimum of 450 Euros</p> <p>http://www.internationale-studierende.de/en/prepare_your_studies/financing/costs_of_living/</p> | | | | | | | | | | | | |
| Sample prices (in Euro) | <table border="1"> <tr> <td>Lunch at Cafeteria</td> <td>Student menus begin from 2 Euros at some cafeterias of the Studierendenwerk: http://www.stw-muenster.de/</td> </tr> <tr> <td>Milk (a liter)</td> <td>from 60 cent</td> </tr> <tr> <td>Bread (a loaf)</td> <td>from 2 Euros</td> </tr> <tr> <td>Bus ticket</td> <td>Registered students can use buses in Münster free of charge with semester ticket. Also included in semester ticket is use of regional trains.</td> </tr> <tr> <td>Cinema ticket</td> <td>Cinemas offer special rates for students. Tuesday is students' day at Münster cinemas, tickets cost 5,50 Euros</td> </tr> <tr> <td>Copying</td> <td>3-4 cent per sheet</td> </tr> </table> | Lunch at Cafeteria | Student menus begin from 2 Euros at some cafeterias of the Studierendenwerk: http://www.stw-muenster.de/ | Milk (a liter) | from 60 cent | Bread (a loaf) | from 2 Euros | Bus ticket | Registered students can use buses in Münster free of charge with semester ticket. Also included in semester ticket is use of regional trains. | Cinema ticket | Cinemas offer special rates for students. Tuesday is students' day at Münster cinemas, tickets cost 5,50 Euros | Copying | 3-4 cent per sheet |
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| Additional payments (Students' ID, Library access, etc.) | The usual social and student body contribution (not tuition fees!) which all students have to pay includes library access and a semester ticket for the use of regional buses and regional trains and currently costs 298.24 Euros (as of Winter Semester 2020/2021). | | | | | | | | | | | | |
| Language Courses | German language courses on various levels are offered for students studying at FH | | | | | | | | | | | | |

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| | <p>Münster. Details for the coming semester will be sent directly to students. The courses are offered in collaboration with a local language school and are free of cost for FH Münster students.</p> <p>Moreover, the International Office also offers a language tandem called “Meet2Speak”: https://en.fh-muenster.de/io-languagetandem</p> |
| Sports | <p>“University sports” (Hochschulsport) in Münster organizes courses for all students in Münster, and is partly funded by the students’ semester fee. Depending on the discipline of your choice, participation will cost between 0,00 and 95,00 Euros for one semester. To take part, you will need a university sports semester ticket, which is issued free of charge on request (online or on-site). You can then register for any of the disciplines on offer.</p> |
| Disclaimer | <p>The International Office of FH Münster has made all reasonable efforts to ensure that this Information Sheet and all other information published on our university’s web site is accurate and up-to-date, but the International Office can accept no liability for any errors or omissions or for any information on external links We advise you to check our website regularly for updates.</p> |
| Status of Information | <p>August of 2020</p> |