# PARTNER INFO SHEET

**FH Aachen University of Applied Sciences, Germany**  
(ERASMUS Code D AACHEN02)

**Department II.4: International Affairs**

<table>
<thead>
<tr>
<th>Address</th>
<th>Bayernallee 11, D-52066 Aachen, GERMANY</th>
</tr>
</thead>
</table>
| **Postal Address** | FH Aachen University of Applied Sciences  
Postfach 100560  
Department II.4, International Affairs  
D-52005 Aachen  
Germany  
(please send only small-sized letters to this PO Box) |
| **For all other deliveries (parcels, oversized letters, courier service, etc.):** | FH Aachen University of Applied Sciences  
Bayernallee 11  
Department II.4, International Affairs  
D-52066 Aachen  
Germany |
| **Websites/Fax/General Email** | www.fh-aachen.de  
http://www.aaa.fh-aachen.de or  
http://www.fh-aachen.de/hochschule/akademisches-auslandsamt/  
Fax: +49 (0)241 6009-51089  
Email: aaa@fh-aachen.de |
| **Head of the Department of International Affairs** | Ms. Nathalie Kazma  
Email: kazma@fh-aachen.de  
📞: +49 (0) 241 6009 51018 |
| **ERASMUS Institutional Coordinator** | |
| **Exchange Coordinators** for all incoming students from partner universities | Ms. Linda Weller (Aachen)  
Email: weller@fh-aachen.de  
📞: +49 (0) 241 6009 52839  
and  
Ms. Britta Ritzal (Campus Juelich)  
Email: ritzal@fh-aachen.de  
📞: +49 (0)241 6009 53290 |
| **Exchange Coordinators** Exchange programs overseas / outside Europe: Outbound students from FH Aachen | Ms. Sabine Brinker (Aachen)  
Email: brink@fh-aachen.de  
📞: +49 (0) 241 6009 51303  
and  
Ms. Katherine Stone (Campus Juelich)  
Email: stone@fh-aachen.de  
📞: +49 (0) 241 6009 53270 |
**Contact for all incoming or outgoing business students**

(different application deadlines!)

FH Aachen University of Applied Sciences  
Department of Business  
International Faculty Office  
Eupener Str. 70  
D-52066 Aachen  
Germany


<table>
<thead>
<tr>
<th>Nomination Deadlines for Exchange (Incoming)</th>
<th>for Summer-Semester: 01.10.</th>
<th>for Winter-Semester: 01.05.</th>
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**Application**

Exchange students from partner universities:

After the students have been nominated by their home university we will send a link for online application to all nominated students.

**Application Deadlines**

<table>
<thead>
<tr>
<th>for Summer-Semester:</th>
<th>For Winter-Semester:</th>
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<tbody>
<tr>
<td>31.10.</td>
<td>31.05.</td>
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**Language Requirements**

For the Departments of Architecture and Civil Engineering a German Language Level of minimum B1 is required. Please add certified proof to application.

**Semester Start**

<table>
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<tr>
<th>Summer Semester</th>
<th>Winter Semester</th>
<th>Begin of free intensive German Language Course:</th>
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<tbody>
<tr>
<td>01.03.</td>
<td>01.09.</td>
<td>(recommended for all exchange students)</td>
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<tr>
<td>(Lecture period from mid March to mid July)</td>
<td>(Lecture period from mid September to mid February)</td>
<td>during March and September</td>
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**Orientation week**

Usually 2 weeks before the start of the lectures

**German Language Courses**

FH Aachen University of Applied Sciences offers a free Intensive German Language Course at the beginning of the semester (2 weeks) prior to the begin of the lecture period as well as a free German language course during the semester. To receive credits regular attendance during the semester and a final exam is required.

**Course Search**

[http://www.fh-aachen.de/studienangebot/](http://www.fh-aachen.de/studienangebot/) (different admission requirements for exchange students)

Course information (per study programme and semester):  
[www.campus.fh-aachen.de](http://www.campus.fh-aachen.de) and on the websites of the academic departments

**Faculty of Business Studies / Lectures taught in English:**


**All other Faculties / Lectures taught in English:**


**Classes / Exams**

Lectures, group work/exercises, lab work and project based learning

Examinations: Oral and/or written examinations at the end of the semester (mid February or mid July)

**Language of Instruction**

Bachelor’s programmes mainly taught in German, several Master’s programmes completely taught in English.
ECTS Credit System and Workload

1 academic year = 60 credits  
1 semester = 30 credits  
1 term/trimester = 20 credits

One credit reflects a workload of 25-30 hours, including classroom time, labs, preparation, homework, etc. A standard semester consists of 30 credits.

Grading System

1,0 – 1,3 sehr gut (very good) 
1,7 – 2,3 gut (good) 
2,7 – 3,3 befriedigend (satisfactory) 
3,7 – 4,0 ausreichend (sufficient) 
5,0 mangelhaft (not sufficient, fail)

VISA / Residence Permit

EU citizens:
Residence Permit can be obtained after arrival

Non-EU students must apply for a Student Visa at the German Embassy/Consulate in their home country (exceptions for American, Canadian, Australian and some other nationalities), see https://www.daad.de/deutschland/bewerbung/en/9199-visas/ and http://www.auswaertiges-amt.de/EN/EinreiseIndAufenthalt/03_Visabestimmungen/Visabestimmungen_node.html for further information.

Important notice: If you enter Germany without a visa (e.g. if you have Australian citizenship) you will not be allowed to take up a student job before you have applied for your student residence permit at the local Foreigners’ Office (request for appointments in Aachen: auslaenderamt@staedteregion-aachen.de).

Attention: Non-EU students coming from a European partner university must usually as well apply for a Student Visa at the German Embassy in their country of residence. Generally, the residence permit of a Schengen country is not automatically valid for studies in another Schengen country, but only for a visit as a tourist for the duration of 90 days. Study visas cannot be obtained at the Foreigners’ office here in Aachen but only in the country of residence.

But: Due to new EU regulations exchange coordinators from FH Aachen might apply in advance for exceptions to the above mentioned rule if a non-EU student who has a valid student residence permit for another EU country according to the “REST-Rule” (2016/801/EU) is planning to attend our university within the framework of a mobility programme with a maximum duration of 360 days (e.g. ERASMUS+). Please contact your exchange coordinator at FH Aachen in advance in order to enquire if this rule applies to you, so that you might avoid a visa application at a German embassy.

Summer Schools

ROS Summer School (Robot Operating Systems, taught in English):
https://www.fh-aachen.de/fachbereiche/maschinenbau-und-mechatronik/international/ROS/

3D printing Summer School (taught in English):
https://www.fh-aachen.de/fachbereiche/maschinenbau-und-mechatronik/international/3d-printing-summer-school/

Summer School Renewable Energies (taught in English):

Industry 4.0 Summer School (taught in English):

Housing

The Department of International Affairs offers a limited number of rooms in student dorms to exchange students and assists in finding a room.

The average rent per month for a furnished room/apartment in Aachen can range from 250 € to 400 € or even more. Additionally, a security deposit of two-months-rent is required.

Monthly Costs of Living

Costs of living in Aachen sum up to approximately 800 € per month (including costs for housing, food, entertainment, books, transport and personal expenses). The German embassies abroad currently request a proof of 735 € per month from applicants for a student visa.
### Additional Fees

Administrative fee (this is not a tuition fee) of approx. 270 € per semester obligatory for enrolment (includes a ticket for free public transport in the Federal State of North Rhine-Westphalia (NRW), a student activity fee and a university accident insurance).

### Health Insurance Requirements

Valid health insurance required for enrolment - can be purchased after arrival in Germany, approx. 90 € per month. A travel insurance for the first two weeks is highly recommended as the student health insurance only becomes valid after enrolment.

EU-citizens should bring their European Health Insurance Card (EHIC-Card).

### Campus Facilities

- Internet-Access in every building of the university
- Libraries in every department, several canteens
- Computer laboratories and group rooms
- Sporting Activities (see [http://hochschulsport.rwth-aachen.de/hsz/](http://hochschulsport.rwth-aachen.de/hsz/))

### Transport from Airport/Train Station to Campus

Not arranged by the university. For train connections from the airport to Aachen (or Jülich, 35 km away from Aachen) check: [www.bahn.de](http://www.bahn.de)

**Nearest Airports:** Düsseldorf, Köln-Bonn, Maastricht (NL)

- Further international airports: Frankfurt, Brussels (B)