

**Information for Program Students
(ERASMUS and others)**

Please contact Ms. Sylvia Ende at the Hochschule Hannover International Office as soon as the decision has been made that you will join us at FHH for the upcoming semester. Sylvia Ende will be available to assist you in the coming months and help make your stay in Hannover as pleasant as possible. She can be reached by e-mail at sylvia.ende@hs-hannover.de, or by telephone at 0049 (0)511 9296 2151, or by fax at 0049 (0)511 9296 99 2151.

Things to do in advance regarding your stay at our university

- Our University of Applied Sciences and Arts is using e-nomination tool, for the reception of nominations.
Deadlines for nominations are:

**Winter semester (September) 01th July
Summer semester (March) 01th December**

To nominate please follow the link:

https://fh-hannover.moveonnet.eu/moveonline/incoming/login.php?_type=login
(English)

https://fh-hannover.moveonnet.eu/moveonline/incoming/login.php?_type=login
(German)

To proceed with the e-nomination you will be asked to register. This is free of charge and without any obligation.

- Register to participate in the "Study Camp 2014" (takes place before the winter semester starts in early September) or our orientation for the spring term "Spring Welcome Weeks", taking place mid of February. It gives you an opportunity to become familiar with living and studying in Hannover and offers an interesting and diverse range of activities and events.
- Discuss your ECTS Learning Agreement and have it signed by the person in charge at your home university and by the respective International Coordinator at Hochschule Hannover. International Coordinators are listed at www.hs-hannover.de/ib. If you wish, you may ask Sylvia Ende to help you get in touch with a coordinator.
- Please note: Our school of Business and Computer Science (faculty IV) kindly asks incoming students to send their learning agreement to the Team International Programmes (tip@hs-hannover.de) within
the first week of August for fall semester and

the first week of January for spring semester.

- Please notify us if you wish to be picked up at Hannover airport or at the train station when you arrive. Our student assistants will meet you there.
- Get an International Student Identity Card (ISIC):
<http://www.isic.de/> or
<http://www.isic.org/>
- More information is available at <http://www.hs-hannover.de/ib/international-students-at-fhh/practical-information-for-your-stay/index.html>

Things to remember when you travel to Germany

- EU citizens need a valid passport or national identity card to enter Germany. Students who are non-EU citizens need a valid student visa in their passport.
- Bring along 3 recent passport ID photographs (in colour and jpg format).
- Like any German citizen, EU citizens who become residents in Germany must register with the Citizens' Office (Bürgeramt) in Hannover. Non-EU citizens must first obtain a residents' permit from the Hannover Office for Foreigners. The International office will help you deal with these local authorities in the first week after your arrival.
- Non-EU citizens are required by German authorities to provide a proof of funds covering the amount of **€ 659** per month in Germany.
- All students must have an appropriate health insurance policy in Germany. EU citizens should get the European Health Insurance Card (EHIC). Non-EU citizens may get insured through the German public health system (approximately 70 € per month), or they may bring an appropriate insurance policy with sufficient coverage in Germany. **Travel insurances are NOT accepted.** Students over 30 years of age must purchase a policy from a private insurance company in Germany. Certifications of insurance **must** be in German or English
- We also recommend purchasing a liability insurance to cover possible damage caused, for example, in your rented apartment in Germany.

Other things to remember:

- A limited number of furnished rooms are available in student residence halls, including bed linen for a small extra fee. If you would like to rent such a room, notify Ms. Sylvia Ende at the International Office before these deadlines:

- January 15, for the summer semester
- July 15, for the winter semester

- We strongly recommend opening a checking account in Germany.

- Please transfer in advance approximately **€ 266** for the so-called Semester ticket, a local and regional public transportation ticket. Information to the transferring of money will be sent to you separately. If your bank will charge high fees for this, you can also bring along the money in cash. But please be aware that in this case your ticket might take a few days to be handed out.

- The **summer semester** lasts from March 1 until August 31.
Classes are held from March 1 until July 10.
The **winter semester** lasts from September 1 until February 28.
Classes are held from September 20 until January 31.

- Take advantage of the numerous German language courses offered at our university. German language skills are essential for understanding the lectures and coping with the workload. They are a key for being successful. Details are available at www.hs-hannover.de/zff.