

# STUDENT EXCHANGE PROGRAMMES

## FACT SHEET

ACADEMIC YEAR 2023-24

→ INTERNATIONAL OFFICE

# CONTACT INFORMATION

Full name of the university	<b>Leuphana Universität Lüneburg (DE)</b>	<b>Leuphana University Lüneburg (EN)</b>
Website	<a href="http://www.leuphana.de">www.leuphana.de</a>	
Address	Universitätsallee 1 - 21335 Lüneburg - Germany	
Information for Erasmus+ partners	Erasmus Code: D LUNEBUR01	PIC: 996544827
Website	<a href="http://www.leuphana.de/en/services/io">www.leuphana.de/en/services/io</a>	<a href="mailto:international@leuphana.de">international@leuphana.de</a>
Facebook	<a href="https://www.facebook.com/leuphanainternationaloffice">www.facebook.com/leuphanainternationaloffice</a>	
Instagram	<a href="https://www.instagram.com/leuphanainternational/">www.instagram.com/leuphanainternational/</a>	

## INTERNATIONAL SERVICES

	N.N.	Head of International Office, Erasmus Institutional Coordinator		
Incoming students section	Ms. Claudia Wölk	International Student Coordinator	+49.4131.677-1072	<a href="mailto:claudia.woelk@leuphana.de">claudia.woelk@leuphana.de</a>
	Ms. Kirja Frommeyer	International Student Administrator	+49.4131.677-1075	<a href="mailto:kirja.frommeyer@leuphana.de">kirja.frommeyer@leuphana.de</a>
	Ms. Tanja Schaefer	Accommodation Service	+49.4131.677-2646	<a href="mailto:accommodation@leuphana.de">accommodation@leuphana.de</a>
	Ms. Stefanie Bahnsen	Learning Agreements	+49.4131.677-1421	<a href="mailto:la.incoming@leuphana.de">la.incoming@leuphana.de</a>
Outgoing students section	Ms. Eva Vosschagen	Outgoing Student Coordinator	+49.4131.677-1073	<a href="mailto:eva.vosschagen@leuphana.de">eva.vosschagen@leuphana.de</a>
	Ms. Sandra Schnell	Study Abroad Administrator	+49.4131.677-1078	<a href="mailto:sandra.schnell@leuphana.de">sandra.schnell@leuphana.de</a>



# STUDY PERIODS

	Semester 1	Semester 2
Nomination deadline	15 May 2023	15 November 2023
Application deadline	15 July 2023	15 January 2024
Proposed arrival dates	1 – 3 September 2023	1 – 3 March 2024
Language & Orientation Programme	4 September – 13 October 2023	4 – 28 March 2024
Classes start	16 October 2023	2 April 2024
Classes end	3 February 2024	5 July 2024
Exam period	13 February – 1 March 2024	15 – 31 July 2024

# NOMINATION

Nomination of selected student by e-mail to:	<a href="mailto:kirja.frommeyer@leuphana.de">kirja.frommeyer@leuphana.de</a>	
Please provide the following details of the selected candidates:	<ul style="list-style-type: none"> <li>❖ Full name</li> <li>❖ E-mail address</li> <li>❖ Field of study</li> <li>❖ Proposed period of study</li> </ul>	<ul style="list-style-type: none"> <li>❖ Gender</li> <li>❖ Nationality</li> <li>❖ Level of study</li> </ul>
Once the online nomination form has been processed, nominated students will receive an e-mail with information on how to apply.		



# ADMISSION

**Online application:** <https://www.leuphana.de/en/services/io/incomings/exchange/antrag-auf-zulassung.html>

Documents to be submitted with the online application:

- Certificate of enrolment of the home university
- Transcript of records
- Learning Agreement (Proposed study plan for study abroad)
- Certificate of Bachelor/Master degree (if applicable)
- Copy of passport or ID
- EU citizens: Copy of EU health card
- NON-EU citizens: Proof of blocked bank account
- Declaration for students regarding the use of data processing systems (form can be downloaded with online application)
- Confirmation of language requirements (form can be downloaded with online application)

## Language requirements

Incoming exchange students must have at least the following language proficiency upon arrival:

- Intermediate level (B1) in German when taking courses taught in German
- Upper intermediate level (B2) in English when taking courses taught in English



# PRE-ARRANGEMENTS

## Visa

Citizens of

- EU countries and EFTA3 countries do not need a visa and simply register with the local authorities upon arrival.
- Australia, Canada, Japan, Israel, Korea, New Zealand, United Kingdom, and the United States can enter Germany without a visa and must apply for a residence permit upon arrival.
- Students from non-EU countries who hold a valid residence permit from another EU member state may study in Germany for up to 360 days without a visa. The European Directive EU2016/801, the so-called REST Directive, must be observed here. The residence permit of the other EU member state must be valid for at least the entire duration of stay in Germany.
- Other countries are advised to contact the German embassy or the nearest German consulate.

For further information, please visit the website of the Federal Foreign Office: [www.auswaertiges-amt.de/EN/EinreiseUndAufenthalt/Uebersicht\\_node.html](http://www.auswaertiges-amt.de/EN/EinreiseUndAufenthalt/Uebersicht_node.html)

## Accommodation

Leuphana University supports incoming exchange students in finding suitable accommodation. For information on housing options, please see the website: [www.leuphana.de/accommodation](http://www.leuphana.de/accommodation).

## Arrival services

New international students will be provided individual assistance upon arrival. Fellow students, so-called 'buddys', will help newly arrived students from abroad to settle in and make them feel at home in Lüneburg. Buddys pick up new students at either the airport or the train station, take them to their place of stay and provide support to cope with daily life matters. Students sign up for the buddy program by sending an e-mail to: [buddy@leuphana.de](mailto:buddy@leuphana.de)

## Health insurance

- Health insurance covering full medical care during the study abroad in Germany is obligatory.
- EU students are eligible to full medical services in Germany upon presentation of the EU Health Card.
- Non-EU students are advised to take out health insurance in Germany. Travel insurance will not be accepted.



# STUDIES

Languages of Instruction: German and English. German study programmes may offer also modules taught in English.

## Bachelor's programmes taught in English:

- Digital Media
- Economics
- Global Environmental & Sustainability Studies
- International Business Administration & Entrepreneurship
- Psychology (Principles)
- Studium Individuale
- Comparative Economic Law (Minor)
- Popular Music Studies (Minor)
- Psychology & Society (Minor)

## Master's programmes taught in English:

- Culture & Organization
- Global Sustainability Science (Double Degree)
- International Economic Law (Double Degree)
- International Law of Global Security, Peace & Development (Joint Degree)
- Management & Data Science
- Management & Entrepreneurship
- Management & Sustainable Accounting and Finance
- Psychology & Sustainability
- Public Economics Law and Politics
- Sustainability Science
- Work and Organizational Psychology (Joint Degree)

### Course information

All programmes of study at Leuphana University have been modularized in order to support international student mobility and to allow credit transfer. A module is defined as a unit that comprises a set of courses on a given topic including a final exam.

The module handbook is accessible at: <https://mystudy.leuphana.de/vvz/show>

Log in as guest. Select a programme of study. Click for module description.

### Module selection

Guidelines for module selection can be found at: [www.leuphana.de/en/services/io/incomings/exchange/planning-your-studies.html](http://www.leuphana.de/en/services/io/incomings/exchange/planning-your-studies.html)

Exchange students are allowed to take up to 50% modules from other subject areas respecting their study level (bachelor/master). The module selection will be finalized during the orientation programme upon consultation with the academic advisor at Leuphana University.

### Semester workload

The standard semester workload comprises 30 ECTS credits.

A standard module at Leuphana University comprises 5 ECTS credits.



# ESTIMATED STUDENT BUDGET

Tuition / administrative fees	None
Language & Orientation Programme - Participation in this pre-sessional programme is optional but recommended.	75 €
Mandatory third-party fees - one-time semester fees including <ul style="list-style-type: none"> <li>reduced prices for lunch and dinner meals served in the campus canteen (Mensa)</li> <li>the so-called 'semester ticket' that entitles students to use Lüneburg/suburban/regional busses and regional trains to/from Hamburg and within the state of Lower Saxony without any further payments.</li> </ul>	250 €
Residence Permit - one-time processing fee for 1 / 2 semester(s)	50 / 100 €
Rent per month - accommodation in single rooms, self-catering	350 - 450 €
Student health insurance per month - applicable to non-EU residents only	110 €
Other monthly costs - meals/food, books, leisure activities, etc. (approx.)	300 - 500 €

## OTHER INFORMATION

### Language and Orientation Programme

The International Office offers a 4-week language and orientation programme for new international students before the start of every semester: Intensive German language courses (available from beginner level) - assistance with all formal requirements (registration with the university and local authorities, health insurance, etc.) - introduction to the services and facilities provided by Leuphana University - advice on module choice and module registration - guided Lüneburg tour, day trip to Hamburg, social events - weekend trip to Berlin (optional)

### Language support

Leuphana University offers pre-sessional intensive German language courses at all levels (see Language and Orientation Programme) as well as semester-long courses at all levels except elementary level (A1). The Writing Centre helps students prepare coursework/presentations in German, write an essay, etc. As regards daily life, almost everybody in Germany understands and speaks English.



# OTHER INFORMATION

## Campus facilities

IT and Media Centre -- WLAN on campus -- University library -- Canteen and cafeteria -- Sports facilities and gym -- Branch bank and cash machine -- Health insurance provider

## Sustainability

Leuphana University is pursuing the path of sustainability in research, education, cooperation and campus operations. For Leuphana University, sustainability is a principle of action that is practised in all areas of the University.

For the sustainable development of campus operations, Leuphana University is EMAS (Eco-Management and Audit Scheme) certified, has been climate neutral since 2014 and is awarded the label Fairtrade University.

At the Faculty of Sustainability researchers focus on global challenges and their solutions. It offers study programmes with a focus on sustainability. A large number of students initiatives are involved in various topics for their sustainable campus: urban gardening, sustainable music festival, social, sustainable business, no waste etc.

## Disability

The University campus is widely accessible for people with disabilities. A limited number of apartments for disabled students is available.

## Travel

The International Office organizes a couple of weekend trips during the semester, e.g. to Bremen, Wolfsburg or to the seaside, in winter to Christmas Markets like in Dresden. In addition, students can easily go by train from Lüneburg or by plane from Hamburg to destinations in Europe. Both train and flight tickets are available at reasonable prices if bought early in advance.

## Internship / Volunteer opportunities

There are jobs and volunteer opportunities on and off campus. Leuphana Career Service provides assistance in applying for an internship upon completion of the study abroad.





# CONTACT

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