

## KEY DATA

# UNIVERSITY OF MANNHEIM



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## ACADEMIC CALENDAR

### Fall Semester 2013

Term period: August 1 - January 31  
Lecture period: September 2 - December 6  
Exam period: December 9 - 21

### Spring Semester 2014

Term period: February 1 - July 31  
Lecture period: February 10 - May 30  
Easter Holidays: April 14 - 25  
Exam period: June 2 - 14

## STUDENT NOMINATIONS

### Deadline for Student Nominations

### Procedure

### Required Application Documents

**May 1, 2013** for the fall semester  
**October 15, 2013** for the spring semester  
Please send the nominations to Ms Gabriele Vath ([vath@verwaltung.uni-mannheim.de](mailto:vath@verwaltung.uni-mannheim.de)) and let us know the name, field of study, duration of stay, study level, number of years before the start of the exchange semester and e-mail address for each of your students by this deadline. We will then send the students an email containing a link to our online application.  
online application (no printed version required)

## ARRIVAL AND ORIENTATIONS

### Arrival and Orientations

We request that students arrive one week before the start of lectures in order to enrol and attend the orientations.

The orientation session is mandatory and includes:

- an introduction to the study system
- campus tour
- welcome reception
- faculty-specific sessions

## COURSES

### Course Catalogue

All course offerings will be published on [www.uni-mannheim.de/aaa/courses](http://www.uni-mannheim.de/aaa/courses).

Exchange students need to take the majority of courses from the school to which they are coming on exchange. However, they can choose 1-2 courses from the university-wide elective courses if places are available: Law, Business Administration, Economics, Social Sciences, Humanities, Business Informatics and Mathematics. Students do not need to sign up for most classes beforehand, but can choose their courses upon arrival (except German language and terminology courses offered by the International Office; please see below).

### Required Course Load

depends on home institution

### Exam Period

Generally there will be final written exams in December and June, respectively. Students are responsible for signing up for the exams.

### Grading System

1,0 - 1,5	excellent
1,6 - 2,0	very good
2,1 - 2,5	good
2,6 - 3,5	satisfactory
3,6 - 4,0	sufficient
4,1 - 5,0	non-sufficient / fail
(mit Erfolg) bestanden	passed (successfully)
(regelmäßig) besucht	attended (regularly)

### Language of Instruction

Most courses are taught in German, but depending on the school, students can also choose from a wide range of classes in English.

## LANGUAGE REQUIREMENTS

Students must either have proficient German language skills OR at least a good level of English. The University of Mannheim reserves the right to deny admission into courses for students who do not have the requested level. We expect the home university to make sure that the students possess the required language competence.

## LANGUAGE SUPPORT

### Preparatory German Language Courses

#### ➤ Before the Semester

International Winter Academy:

tba

International Summer Academy:

August 1-29, 2013

The International Summer/Winter Academy is a four-week intensive language course including seminars about German culture and society.

#### Costs

~ € 485 (this is a special price for our partner universities)

#### Registration Deadline

June 15 and November 30, respectively

### German Language and Terminology Courses

#### ➤ During the Semester

German language and terminology courses are offered by the International Office during the semester for a small administrative fee (€ 15 per course). There are a range of German classes, including general language courses at different levels and specific German courses (e.g. Business German, European Union, Cultural Studies, etc.). As a rule, students can take a maximum of 3 courses per semester.

## FACILITIES AND STUDENT SERVICES

In order to cover the costs of the student services, by law, every student enrolled in a German university - including exchange students - has to pay a semester contribution. As of the spring semester 2013, the contribution is € 66,50 per semester.

### Campus Facilities

- Access to computer facilities including wireless internet access and university e-mail account
- Student tutors
- Academic advisors
- Free access to University sports facilities
- Career counselling
- University cafeterias
- University libraries
- Student housing

## Excursions and Trips

Excursions organized by the International Office and student organizations, e.g.:

- City trips to Frankfurt, Strasbourg, Berlin
- International Dinner
- Canoe Tour

## Buddy Programme

Students have the opportunity to be matched with a local student for support.

## ACCOMMODATION

### Pick-up Service

Students can arrange an individual pick-up with their buddy. The International Office is only a short walk from the main train station.

### Student Housing

Students can apply for student residences or look for a room on the private market. We offer a limited number of places in our off-campus student residences: 250\* single bedrooms in student dormitories for € 240\* - 320\*, apartments € 330\* - € 390\*. Rooms on the private market start at € 250.

There are rooms in several dormitories in different areas of Mannheim. In the student's accommodation, a kitchen facility (shared) and basic furniture are available. For more information please check our website. After being accepted by the University of Mannheim, the student will receive the link and personal password for our online portal myUniMA, along with detailed information about the residences. The rooms usually have to be rented for a six-month-period, reductions are sometimes possible upon request.

### Contact

\*subject to change

Accommodation Office (at the International Office)

Tel: +49 (0) 621 181 1158

Fax: +49 (0) 621 181 1161

[zimmer@verwaltung.uni-mannheim.de](mailto:zimmer@verwaltung.uni-mannheim.de)

## HEALTH INSURANCE

EU members: are exempted from having to purchase German health insurance if they present the EHIC (European Health Insurance Card) during enrolment. Non-EU members: **we strongly recommend all our exchange students from non-EU countries to purchase a statutory German health insurance.** Students will have the opportunity to buy German health insurance during the enrolment period at the International Office. It costs about € 77 per month (standard price for students from all health insurance companies).

## VISA REQUIREMENTS

Members of the EU and of the EFTA (i.e. Iceland, Liechtenstein, Norway and Switzerland) do not need an entrance visa/student visa. Members of the following countries do not need an entrance visa/ student visa either, but will have to register at the foreign residence office and apply for a residence permit after their arrival in Germany: Australia, Brazil, El Salvador, Israel, Japan, Canada, New Zealand, South Korea, USA. Students of all other countries should obtain a visa as soon as they have received their letter of acceptance.

## PRACTICAL INFORMATION

### Estimated Costs of Living

Approx. € 600 - 700 per month (including rent)

### Public Transport

Students can buy a semester ticket at the current price of € 141 for unlimited public transportation in the greater Mannheim area.

## THE CITY OF MANNHEIM AND ITS SURROUNDINGS



- Modern city located in a beautiful region in the North-western corner of the state of Baden-Württemberg
- 320,000 inhabitants
- Heart of the Rhine-Neckar Metropolitan Region with about 2.4 million people: one of the most important business locations in Germany, with renowned scientific research institutions and a very high quality of life
- See: [www.wishyouwerehere.de](http://www.wishyouwerehere.de)
- Perfect starting point to explore Germany and the rest of Europe

Updated: February 2013