# Student Exchange Programmes

## Fact Sheet - Academic Year 2019/20

### Contact Details

<table>
<thead>
<tr>
<th>Full name of the university</th>
<th>Leuphana Universität Lüneburg (DE)</th>
<th>Leuphana University of Lueneburg (EN)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Website</td>
<td><a href="http://www.leuphana.de">www.leuphana.de</a></td>
<td></td>
</tr>
<tr>
<td>Address</td>
<td>Universitätsallee 1 D-21335 Lüneburg</td>
<td>e-mail: <a href="mailto:international@uni.leuphana.de">international@uni.leuphana.de</a></td>
</tr>
</tbody>
</table>

**Information for Erasmus+ partners**

- Erasmus Code: D LUNEBUR01
- PIC 996544827

### International Office


<table>
<thead>
<tr>
<th>Contact persons</th>
<th>Position</th>
<th>Contact details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ms. Sabine Busse</td>
<td>Head of International Office, Erasmus Institutional Coordinator</td>
<td>+49.4131.677-1070 <a href="mailto:sbusse@uni.leuphana.de">sbusse@uni.leuphana.de</a></td>
</tr>
</tbody>
</table>

#### Incoming students section

- **Ms. Claudia Wölk**: International Student Coordinator | +49.4131.677-1072 cwoelk@uni.leuphana.de |
- **Ms. Kirja Frommeyer**: International Student Administrator | +49.4131.677-1075 frommeyer@uni.leuphana.de |
- **Ms. Tanja Schaefer**: International Student Administrator / Accommodation | +49.4131.677-2646 accommodation@uni.leuphana.de |

#### Outgoing students section

- **Ms. Eva Vossingen**: Outgoing Student Coordinator | +49.4131.677-1073 vossingen@uni.leuphana.de |
- **Ms. Sandra Schnell**: Study Abroad Administrator | +49.4131.677-1078 schnell@uni.leuphana.de |

### Important Dates

<table>
<thead>
<tr>
<th>Semester 1</th>
<th>Semester 2</th>
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<tbody>
<tr>
<td>Nomination deadline</td>
<td>15 May 2019</td>
</tr>
<tr>
<td>Application deadline</td>
<td>15 July 2019</td>
</tr>
<tr>
<td>Proposed arrival dates</td>
<td>1 – 3 Sep 2019</td>
</tr>
<tr>
<td>Classes start</td>
<td>14 Oct 2019</td>
</tr>
<tr>
<td>Classes end</td>
<td>31 Jan 2020</td>
</tr>
</tbody>
</table>
## ADMISSION


Documents to be submitted with the online application:

1. Certificate of enrolment of the home university
2. Transcript of records
3. Learning Agreement (Proposed study plan for study abroad)
4. Certificate of Bachelor/Master degree (if applicable)
5. Copy of passport or ID
6. EU citizens: Copy of EU health card
7. NON-EU citizens: Proof of blocked bank account
8. Declaration for students regarding the use of date processing systems (form can be downloaded with online application)
9. 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:
- upper beginner 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, Israel, Japan, Canada, New Zealand, Korea, and the United States can enter Germany without a visa and must apply for a residence permit upon arrival.
- 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 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

### 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 can take out health insurance either in their home country (unlimited coverage) or in Germany. Please note that travel insurance will not be accepted.
## STUDIES

### Languages of Instruction: German and English

<table>
<thead>
<tr>
<th>Bachelor’s programmes taught in English</th>
<th>Bachelor’s programmes with single courses taught in English</th>
</tr>
</thead>
<tbody>
<tr>
<td>- International Business Administration &amp; Entrepreneurship&lt;br&gt;- Digital Media&lt;br&gt;- Global Environmental and Sustainability Sciences&lt;br&gt;- Popular Music (Minor)&lt;br&gt;- Psychology &amp; Society (Minor)</td>
<td>- Business Administration&lt;br&gt;- Business Information Systems&lt;br&gt;- Cultural Studies&lt;br&gt;- Economics&lt;br&gt;- Environmental Sciences&lt;br&gt;- Industrial Engineering&lt;br&gt;- Law (Corporate Law and Business Law)&lt;br&gt;- Political Science&lt;br&gt;- Psychology</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Master’s programmes taught in English</th>
<th>Master’s programmes with single courses taught in English</th>
</tr>
</thead>
<tbody>
<tr>
<td>- International Economic Law (LL.M.)&lt;br&gt;- Sustainability Science (M.Sc.)&lt;br&gt;- Management &amp; Data Science (M.Sc.)</td>
<td>- Culture, Arts and Media (M.A.)&lt;br&gt;- Management &amp; Entrepreneurship: Business Development – Engineering - Finance &amp; Accounting – Human Resources - Marketing (M.A.)&lt;br&gt;- Public Economics, Law and Politics (M.A.)&lt;br&gt;- Teacher training programmes (M.Ed.)</td>
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### 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](https://mystudy.leuphana.de/vvz/show)

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

### Module selection


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 comprises 5 ECTS credits.
### ESTIMATED STUDENT BUDGET in Euros

<table>
<thead>
<tr>
<th>Category</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition / administrative fees</td>
<td>None</td>
</tr>
<tr>
<td>Language &amp; Orientation Programme - Participation in this pre-sessional program is optional but recommended.</td>
<td>75</td>
</tr>
<tr>
<td>Mandatory third-party fees - one-time semester fees including</td>
<td></td>
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<tr>
<td>- reduced prices for lunch and dinner meals served in the campus canteen (Mensa)</td>
<td>280</td>
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<tr>
<td>- 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.</td>
<td></td>
</tr>
<tr>
<td>Residence Permit - one-time processing fee for 1 / 2 semester(s)</td>
<td>50 / 100</td>
</tr>
<tr>
<td>Rent per month - accommodation in single rooms, self-catering</td>
<td>280 - 350</td>
</tr>
<tr>
<td>Student health insurance per month - applicable to non-EU residents only</td>
<td>90</td>
</tr>
<tr>
<td>Other monthly costs - meals/food, books, leisure activities, etc. (approx.)</td>
<td>300 - 500</td>
</tr>
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### 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 - 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.

#### Campus facilities

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

#### 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 provides assistance in applying for an internship upon completion of the study abroad.