



## 2024 INFORMATION SHEET FOR INCOMING EXCHANGE STUDENTS

Hiroshima University Study Abroad (HUSA) Program

Updated:

<b>Name of university</b>	<b>University of Muenster</b> <a href="https://www.uni-muenster.de/en/">https://www.uni-muenster.de/en/</a>
<b>Contact person for incoming exchange students</b>	Dr. Petra Hille Petra.hille@uni-muenster.de
<b>University website</b>	<a href="https://www.uni-muenster.de/en/">https://www.uni-muenster.de/en/</a> (University's main website) <a href="https://www.uni-muenster.de/international/en/index.shtml">https://www.uni-muenster.de/international/en/index.shtml</a> (University's website for internationals)
<b>General information about the university</b>	<p>The University of Münster is one of the largest universities in Germany with a rich and time-honoured tradition. It enjoys an outstanding reputation in the region and far beyond. Fifteen faculties with 120 degree programmes and some 30 research centres comprise the institutional backbone of the University. Some 44,600 students and 5,600 academics appreciate the University's excellent research opportunities, high-quality teaching, promotion of junior researchers, and the advantages of living in the city of Münster. Our slogan sums it up best: can visit zoos, the the weekly farmers market, the many churches and cafés.</p>

	<table><tr><td><b>Lectures start</b></td><td>Approximately 2<sup>nd</sup> week of October</td><td>Approximately 1<sup>st</sup> week of April</td></tr><tr><td><b>Lectures end</b></td><td>Approximately first week of February</td><td>approximately 3rd week of July</td></tr><tr><td><b>Exams</b></td><td>February</td><td>July and beginning of August</td></tr></table>	<b>Lectures start</b>	Approximately 2 <sup>nd</sup> week of October	Approximately 1 <sup>st</sup> week of April	<b>Lectures end</b>	Approximately first week of February	approximately 3rd week of July	<b>Exams</b>	February	July and beginning of August
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<b>Orientation schedule for incoming students</b>	There is a Welcome Week for exchange students at the beginning of each semester. Detailed information is sent to all incoming exchange students.									
<b>Number of exchange students to be accepted per academic year</b>	※If you cannot count one semester student as 0.5 student for an academic year, please specify how to count. 2 students per year									
<b>Availability for fall semester</b>	※If you cannot accept our students for fall semester, please inform us here. 2 students									
<b>Application deadline for admission</b>	<b>Nomination deadline:</b> <ul style="list-style-type: none"><li>- For the following winter semester: April 1<sup>st</sup></li><li>- For the following summer semester: October 1<sup>st</sup></li></ul> <b>Applications for admission have to be sent via email before:</b> <ul style="list-style-type: none"><li>- For the following winter semester: May 1<sup>st</sup></li><li>- For the following summer semester: November 1<sup>st</sup></li></ul>									
<b>Application material</b>	<p>Please send your nominations via email to Petra Hille (petra.hille@uni-muenster.de) and copy our Exchange Student Service (admin.ess@uni-muenster.de) in cc to this email. Your nomination email is supposed to contain the following information about your students:</p> <ul style="list-style-type: none"><li>- Name (first and last name)</li><li>- Gender</li><li>- Date of Birth</li><li>- Email</li><li>- Address</li><li>- Subject of Study</li><li>- Level of Study</li><li>- Semester in which your students want to study at WWU Münster</li></ul> <p>Please attach to this email the following documents from your student(s):</p> <ul style="list-style-type: none"><li>- Letter of Motivation including Study Plan at WWU (English or German)</li><li>- Transcript of Records (English)</li><li>- Proof of Language Proficiency: German: B1 or English: B2 (English: in case your students would like to participate in English taught courses)</li><li>- After the nomination, your students receive a link to the online application system via email</li></ul>									
<b>Language requirements</b>	German: B1 (CEFR) is recommended. English (for taking courses in English): B2 (CEFR)									
<b>Degree Requirements (Only Bachelor's degree, etc)</b>	Exchange is open for Bachelor and Master students									
<b>Other requirements</b>	See Application Material									
<b>Preparatory language course for incoming students</b>	The University of Muenster offers free Intensive German Language Courses for exchange students from partner universities before the term starts and a large variety of German courses during the term. Information and application forms for the Intensive Courses will be sent to all incoming exchange students via e-mail. For general information see the website of the University Language Centre: <a href="http://spz.uni-muenster.de/en/home">http://spz.uni-muenster.de/en/home</a>									
<b>Housing assistance</b>	The University of Münster has no means of accommodation on its own, which is why the housing situation is always very tight. Therefore, please make sure that your students start looking and apply for housing ASAP! Shared flats and private accommodation is quite usual for students in Münster. Exchange students have to									
<b>Housing application deadline</b>										

	organize it on their own, but our Exchange Student Service offers supporting help to do so. After their nomination, information on housing will be sent to our incoming exchange students. For more detailed information on housing and where to find accommodation, please have a look at the university's homepage ( <a href="https://www.uni-muenster.de/studieninteressierte/austausch/wohnen.html">https://www.uni-muenster.de/studieninteressierte/austausch/wohnen.html</a> ) or at the "Housing Information" sheet we send to your students.
<b>Living costs</b>	Every student at the University of Muenster has to pay a social contribution fee for each semester, approximately 350 Euro. This fee contains the costs for the semester ticket that allows students to travel around the state of North Rhine-Westphalia. The living expenses for students in Münster run approximately 950 Euro per month, including accommodation, food and leisure activities.
<b>Meal plan</b>	None
<b>Insurance packages exchange students are required to purchase</b>	All exchange students have to have a European health insurance. This is to be finalised upon arriving in Münster. Costs are approximately 110 Euros per month.
<b>Vaccination requirements</b>	None
<b>Health facilities on campus</b>	None
<b>Visa requirements</b>	Accepted exchange students will receive a letter of admission for the German embassy. Students coming to Germany will have to apply for a student visa via the Germany embassy in their home countries. The <b>visa process might take up to six weeks</b> . After arrival in Muenster, students from Non-EU countries with a stay longer than 3 months <u>have to apply for a residence permit</u> (costs about 100 €). Detailed information will be sent to all incoming exchange students.