

Admission Form Incoming Students

Contact

Please complete the following admission form electronically, print it out, sign it and have it signed by your university and send it by post or by e-mail to:

Hochschule Düsseldorf
International Office
Marie Sophie Hamann
Münsterstraße 156
40476 Düsseldorf
GERMANY
E-mail: incoming@hs-duesseldorf.de

Type of Exchange

- Erasmus+ Non-EU University Partnership
 Free Mover Internship

Period of Exchange

- | | | |
|--|---------------------------------------|-------------------------------------|
| <input type="radio"/> Winter Semester | <input type="radio"/> Summer Semester | <input type="radio"/> Academic Year |
| Deadline General Admission 15 June | 15 December | 15 June |
| Deadline for Student Housing 15 May | 31 October | 15 May |

Personal Details

Family Name	<input type="text"/>	First Name	<input type="text"/>	<input type="radio"/> Female
Date of Birth	<input type="text"/>	Place of Birth	<input type="text"/>	<input type="radio"/> Male
Nationality	<input type="text"/>			<input type="radio"/> Diverse

Home Address (used for official communication)

Street, Nr	<input type="text"/>	Postal Code	<input type="text"/>
City	<input type="text"/>	Country	<input type="text"/>
E-mail	<input type="text"/>	Phone	<input type="text"/>

Contact in Case of Emergency

Name	<input type="text"/>	Relation	<input type="text"/>
E-mail	<input type="text"/>	Phone	<input type="text"/>

Application for Accommodation in Student Residency

If you would like the International Office to reserve you a room in the student dormitories, please send the entire admission form to the International Office for the

winter semester by 15 May
summer semester by 31 October.

Applications that are sent after these dates **cannot** be considered for housing in the student residencies.

- Yes, please consider me for a room in student residencies
- No, I will search for private accommodation myself

- ▶ Each semester, the Studierendenwerk Düsseldorf reserves a limited number of rooms for exchange students of the Hochschule Düsseldorf. Unfortunately, we cannot give you a guarantee that you will get a room offer.
- ▶ The application for these rooms runs exclusively through the International Office!! Please do NOT contact the Studierendenwerk yourself!
- ▶ These rooms are located in the student residencies in Düsseldorf. The International Office does not have any influence in what type of room, with which other students and in which of the residencies you will receive a room.
- ▶ The rent for these rooms ranges between EUR 250 and 350 per month (incl. heating, electricity, water), depending on the type of accommodation you will be offered.
- ▶ Please note that the rooms are only equipped with furniture. Kitchenware, blankets, sheets, pillows, towels have to be brought from home or bought e.g. at IKEA in Düsseldorf.
- ▶ In case you receive an offer from the Studierendenwerk, please note that you need to rent the accommodation as of September 1 (winter semester) or as of March 1 (summer semester), even if you arrive later!
- ▶ The contract is always for one month and is renewed automatically until the end of your stay (February 28 for the winter semester, July 31 for the summer semester or academic year).
- ▶ The contract can be cancelled each month before the 15th of the respective month, so in case you leave earlier than the dates above, you need to actively cancel the contract!!
- ▶ Students who are selected for a room will receive an email by the Studierendenwerk with a confirmation link. Clicking this link will confirm your reservation. Only then will you receive an official room offer with the tenancy agreement. To accept the room and the agreement, please pay one month's rent plus an additional deposit equal to one month's rent (will be refunded when there are no damages etc. at the end of your stay) to the Studierendenwerk.
- ▶ In case you do not receive an offer from the Studierendenwerk, please take care of your accommodation as early as possible and make sure that you do not arrive in Düsseldorf without any accommodation. If you need advice on where to search for private housing, please get in touch with us.

Home University

Full Name of University

Study Programme

Bachelor/Master Level

Name of Coordinator

Number of Semesters

Phone

Fax

E-mail Coordinator

Your studies at the Hochschule Düsseldorf

Bachelor Master

Please select the faculty for which you want to apply for.

Faculty of

Language Skills

Please indicate your level of German and English language proficiency and attach respective proof of language competency.

German	<input type="checkbox"/> No knowledge	<input type="checkbox"/> Intermediate	English	<input type="checkbox"/> No knowledge	<input type="checkbox"/> Intermediate
	<input type="checkbox"/> Basic	<input type="checkbox"/> Advanced		<input type="checkbox"/> Basic	<input type="checkbox"/> Advanced

Are you interested in following German language courses during your exchange? Yes No

Last Steps

Please make sure to attach - as applicable - the following additional documents before you send the admission form.

- Copy of your student identity card
- Transcript of Records (translated in English or German if possible)
- Learning Agreement (overview of courses to be taken)
- Proof of German and/or English language proficiency
- Portfolio for students applying for Design
- Letter of motivation and portfolio for Architecture (1 pdf-file, max 10 MB)

Signature student

Place and date

Home University's Approval

We approve and support this application and we confirm that the applicant has the academic and linguistic competencies necessary for this exchange.

Signature Coordinator + STAMP

Place and date