**ADMISSION PROCESS & EXCHANGE PREPARATION**

**SEPTEMBER**
- Get nominated by your home university

**OCTOBER**
- Register & apply online with Mobility-Online
- Enter your courses in Mobility-Online during the application procedure

**NOVEMBER**
- 1st November: Application Deadline
- By end of November: receive letter of acceptance as download
- Start to search for suitable courses on our website, ask for course recognition at your home university
- After 1st November course selection is checked by our department, wait for change requests or approval

**DECEMBER**
- Exchange Preparation
  (housing, health insurance, bank account, visa etc. - see below)
- Erasmus students only: after admission prepare your Erasmus+ Learning Agreement with your home university and upload it in Mobility-Online
- Non-EU-students: For your visa process, you can ask for confirmation of the German health insurance

**JANUARY**
- No more course changes possible
- Submit test result of previous German knowledge in Mobility-Online until 10th January
- No more course changes possible
- Decide if you want to open a German bank account until 1st February

**FEBRUARY**
- Change courses (if necessary) during orientation weeks when times and rooms of the courses will be announced
- No more course changes possible
- Non-EU-students: Find out about visa requirements at the German Embassy, e.g. amount for blocked account (approx. 4,300 - 10,250 €)
- Open bank accounts during orientation weeks, transfer student semester fee (815 €)

**MARCH**
- Arrival to Neu-Ulm
- Arrival during official arrival days (see letter of acceptance) in order to be picked up by your buddy

**ADMISSION PROCESS**

- Start to search for suitable courses on our website, ask for course recognition at your home university
- Enter your courses in Mobility-Online during the application procedure
- After 1st November course selection is checked by our department, wait for change requests or approval

**COURSES**

- Erasmus students only: after admission prepare your Erasmus+ Learning Agreement with your home university and upload it in Mobility-Online
- Non-EU-students: for doctor’s visits during orientation weeks
- Our local bank prepares your bank accounts
- Open bank accounts during orientation weeks, transfer student semester fee (815 €)

**HOUSING**

- Get key from your buddy and move in
- We try to organize a room for everybody
- Receive room offer and apply directly at student residence
- advance payment (1,000 - 2,250 €) & reservation of room
- Indicate your housing priorities during application procedure
- We try to organize a room for everybody
- Receive room offer and apply directly at student residence
- advance payment (1,000 - 2,250 €) & reservation of room

**HEALTH INSURANCE**

- Non-EU-students: For your visa process, you can ask for confirmation of the German health insurance
- Submit foreign health insurance policy in Mobility-Online or decide for German health insurance until 1st February
- Our local insurance company checks scope and validity of your health insurance
- Get confirmation of valid health insurance for doctor’s visits during orientation weeks
- Our local insurance company checks scope and validity of your health insurance
- Get confirmation of valid health insurance for doctor’s visits during orientation weeks

**BANK ACCOUNT**

- Decide if you want to open a German bank account until 1st February. Necessary for monthly payment of rent.
- Our local bank prepares your bank accounts
- Open bank accounts during orientation weeks, transfer student semester fee (815 €)

**VISA**

- Non-EU-students: Upload copy of your visa in Mobility-Online
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**ARRIVAL AND BUDDY**

- We select your buddies
- Receive information about your buddy
- Enter arrival date in Mobility-Online, plan your arrival with your buddy
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- Receive information about your buddy
- Enter arrival date in Mobility-Online, plan your arrival with your buddy