

**INFORMATION SHEET 2024/25**

INSTITUTION	
Official name	Hochschule Emden/Leer University of Applied Sciences
Erasmus ID-code	D EMDEN02
ECHE	257523-LA-1-2014-DE-E4AKA1-ECHE
PIC	986039921
Head of Institution	Prof. Dr. Gerhard Kreutz President
Postal address	Constantiaplatz 4 26723 Emden, Germany
Website	http://www.hs-emden-leer.de/

FACULTIES	
FACULTY OF TECHNOLOGY Campus Emden Departments <ul style="list-style-type: none">• Electrical Engineering and Computer Science• Mechanical Engineering• Natural Sciences	https://www.hs-emden-leer.de/fachbereiche/technik Contact Incoming: Mrs Vera von Hunolstein E-mail: vera.von.hunolstein@hs-emden-leer.de Tel. +49 (0)4921 807 1378 Fax +49 (0)4921 807 1397 Contact Outgoing: Mrs Janine Hülsen E-mail: janine.huelsen@hs-emden-leer.de Tel. +49 (0)4921 807 1372 Fax +49 (0)4921 807 1397 Contact Outgoing: Business Administration and Engineering (Industrial Business Systems IBS) Mrs Katja Hakkarainen E-mail: katja.hakkarainen@hs-emden-leer.de Tel. +49 (0)4921 807 1379 Fax +49 (0)4921 807 1397
FACULTY OF BUSINESS STUDIES Campus Emden	https://www.hs-emden-leer.de/fachbereiche/wirtschaft Contact Outgoing: Mrs Tanja Anschütz tanja.anschuetz@hs-emden-leer.de Tel. +49 (0)4921 807 1138 Fax +49 (0)4921 807 1156 Contact Incoming and Outgoing Mrs. Sonja Behrends sonja.behrends@hs-emden-leer.de Tel.: +49 4921 807 1132 Fax: +49 (0)4921 807 1156



FACULTY OF SOCIAL WORK AND HEALTH Campus Emden	https://www.hs-emden-leer.de/fachbereiche/soziale-arbeit-und-gesundheit Contact Incoming + Outgoing Mrs Corina Sandersfeld E-mail: corina.sandersfeld@hs-emden-leer.de Tel. +49 (0)4921 807 1242 Fax +49 (0)4921 807 1251
FACULTY OF MARITIME SCIENCES Campus Leer	https://www.hs-emden-leer.de/fachbereiche/seefahrt-und-maritime-wissenschaften Contact Incoming: Mrs Vera von Hunolstein E-mail: vera.von.hunolstein@hs-emden-leer.de Tel. +49 (0)4921 807 1378 Fax +49 (0)4921 807 1397 Contact Outgoing: Mrs Janine Hülsen E-mail: janine.huelsen@hs-emden-leer.de Tel. +49 (0)4921 807 1372 Fax +49 (0)4921 807 1397

INTERNATIONAL OFFICE Hochschule Emden/Leer Constantiaplatz 4, 26723 Emden, Germany http://io.hs-emden-leer.de		
Head of International Office	Mrs Andrea Meyenburg E-mail: andrea.meyenburg@hs-emden-leer.de Tel. +49 (0)4921 807 1375 Fax +49 (0)4921 807 1397	
Deputy Head of International Office	Mrs Katja Hakkarainen E-Mail: katja.hakkarainen@hs-emden-leer.de Tel. +49 (0)4921 807 1379 Fax +49 (0)4921 807 1397	
Contact Outgoing Students (general)	Mrs Janine Hülsen E-mail: janine.huelsen@hs-emden-leer.de Tel. +49 (0)4921 807 1372 Fax +49 (0)4921 807 1397	
Contact Incoming Students (exchange/ERASMUS+ students)	Mrs Vera von Hunolstein E-mail: vera.von.hunolstein@hs-emden-leer.de Tel. +49 (0)4921 807 1378 Fax +49 (0)4921 807 1397	
Contact Incoming Students (degree-seeking students)	Mrs. Marina Gastmann E-mail: marina.gastmann@hs-emden-leer.de Tel. +49 (0)4921 807 1369 Fax +49 (0)4921 807 1397	
Contact Incoming Students (Erasmus+ worldwide - KA 107)	Mrs Corina Sandersfeld E-mail: corina.sandersfeld@hs-emden-leer.de Tel. +49 (0)4921 807 1242 Fax +49 (0)4921 807 1251	

INFORMATION FOR EXCHANGE STUDENTS

<https://www.hs-empden-leer.de/en/institutions/international-office/international-students/exchange-students-erasmus/>

<p>Academic calendar</p>	<p><u>Fall Term 2024/25</u></p> <p>Orientation Weeks: 12.09. – 20.09.2024</p> <p>Lectures: 23 September 2024 – 31 January 2025 including exam period</p> <p><u>Spring Term 2025</u></p> <p>Orientation Weeks: mid of February</p> <p>Lectures: beginning of March– mid of July including exam period</p>
<p>Application deadlines for exchange students</p>	<p>Fall Term: 31 May Full Academic Year: 31 May Spring Term: 30 November</p>
<p>Application information</p>	<p>Documents:</p> <p>Application form (online) uploaded with:</p> <ul style="list-style-type: none"> • Identity photo • Learning agreement (OLA course choice) • updated Transcript of Records • Letter of Motivation (in the language of instruction at the Hochschule Emden/Leer) • Home Institution's Proof <p>The Application Form (including "Home Institution's Proof") and Learning Agreement must be duly signed by the home university</p> <p>Further information and downloads: https://www.hs-empden-leer.de/en/institutions/international-office/international-students/exchange-students-erasmus/</p>
<p>Course Catalogues</p>	<p>The principal language of instruction in almost all degree programs is German.</p> <p>We also offer English Study Programs and Projects in each Fall and Spring Term.</p> <p>Under Course Catalogue (open box) https://www.hs-empden-leer.de/en/institutions/international-office/international-students/exchange-students-erasmus</p>



Language requirements	<p>At the Hochschule Emden/Leer there are following language requirements for the exchange students</p> <p>https://www.hs-emdenleer.de/fileadmin/user_upload/fo/Dokumente/Incomings/NEW_Language_Requirements_Homepage.pdf</p>
	<p><u>FACULTY OF TECHNOLOGY</u> (depends on the language of instruction)</p> <p>Department of Electrical Engineering and Computer Science GERMAN B2 / ENGLISH B2</p> <p>Department of Mechanical Engineering GERMAN B1 / ENGLISH B1</p> <p>Department of Natural Sciences Lectures: GERMAN B2 / ENGLISH B2 Projects: GERMAN B1 / ENGLISH B2 on request</p> <p>Study programme "Engineering Physics" GERMAN B1 / ENGLISH B2</p>
	<p><u>FACULTY OF BUSINESS STUDIES</u> (depends on the language of instruction)</p> <p>GERMAN B2 / ENGLISH B2</p>
	<p><u>FACULTY OF SOCIAL WORK AND HEALTH</u></p> <p>GERMAN B2 / ENGLISH B2</p>
	<p><u>FACULTY OF MARITIME STUDIES</u> (depends on the language of instruction)</p> <p>GERMAN B1 / ENGLISH B2</p>



Housing arrangements for the international guest students	https://www.hs-emden-leer.de/en/institutions/international-office/international-students/housing/ A list of landlords is available in the International Office.
Average accommodation cost per month	300 - 450 €
Average cost of living per month excluding accommodation	400-500 €
Additional comments	<p>Semester fee per semester (for 2024/25) Campus Emden: 210.55 Euro and at Campus Leer: 112.55 Euro including the Semester Ticket (free rides by trains in certain areas in Lower Saxony, Bremen and Hamburg).</p> <p>We have to enroll all our exchange students (even if they do not stay whole semester or also if they stay for one month only) and therefore they have to pay a fee (semester fee) for using our facilities or also for administrative purposes.</p> <p>It is <u>not</u> a fee for classes/labs - so no tuition fee. The students also will have advantages by enrolment, because they will get a “Campus Card” including our <u>semester ticket</u> (see above).</p> <p>Unfortunately, we will not be able to make exceptions for payment (no matter how studies takes place - virtual, with selected be on-campus classes or a mixture of them).</p> <p>Orientation Weeks before lecture start in September and in February; costs: approx. 40 €.</p> <p>.</p>

FURTHER INFORMATION

<http://io.hs-emden-leer.de>

E-Mail: international.office@hs-emden-leer.de