

## INFORMATION SHEET 2018/19

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

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

<b>FACULTY OF SOCIAL WORK AND HEALTH</b> Campus Emden	<a href="http://www.hs-emden-leer.de/fachbereiche/soziale-arbeit-und-gesundheit.html">http://www.hs-emden-leer.de/fachbereiche/soziale-arbeit-und-gesundheit.html</a>  <b>Contact Incoming + Outgoing</b> <b>Mrs Corina Sandersfeld</b> E-mail: <a href="mailto:corina.sandersfeld@hs-emden-leer.de">corina.sandersfeld@hs-emden-leer.de</a> Tel. +49 (0)4921 807 1194 Fax +49 (0)4921 807 1251
<b>FACULTY OF MARITIME SCIENCES</b> Campus Leer	<a href="http://www.hs-emden-leer.de/fachbereiche/seefahrt.html">http://www.hs-emden-leer.de/fachbereiche/seefahrt.html</a>  <b>Contact Incoming:</b> <b>Mrs Griet Alberts</b> E-mail: <a href="mailto:griet.alberts@hs-emden-leer.de">griet.alberts@hs-emden-leer.de</a> Tel. +49 (0)4921 807 1378 Fax +49 (0)4921 807 1397  <b>Contact Outgoing:</b> <b>Mrs Janine Hülsen</b> E-mail: <a href="mailto:janine.huelsen@hs-emden-leer.de">janine.huelsen@hs-emden-leer.de</a> Tel. +49 (0)4921 807 1372 Fax +49 (0)4921 807 1397

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<b>Head of International Office</b>	<b>Mrs Andrea Meyenburg</b> E-mail: <a href="mailto:andrea.meyenburg@hs-emden-leer.de">andrea.meyenburg@hs-emden-leer.de</a>  Tel. +49 (0)4921 807 1375 Fax +49 (0)4921 807 1397	
<b>Deputy Head of International Office</b>	<b>Mrs Katja Hakkarainen</b> E-Mail: <a href="mailto:katja.hakkarainen@hs-emden-leer.de">katja.hakkarainen@hs-emden-leer.de</a>  Tel. +49 (0)4921 807 1379 Fax +49 (0)4921 807 1397	
<b>Contact Outgoing Students (general)</b>	<b>Mrs Janine Hülsen</b> E-mail: <a href="mailto:janine.huelsen@hs-emden-leer.de">janine.huelsen@hs-emden-leer.de</a>  Tel. +49 (0)4921 807 1372 Fax +49 (0)4921 807 1397	
<b>Contact Incoming Students (exchange/ERASMUS+ students)</b>	<b>Mrs Griet Alberts</b> E-mail: <a href="mailto:griet.alberts@hs-emden-leer.de">griet.alberts@hs-emden-leer.de</a>  Tel. +49 (0)4921 807 1378 Fax +49 (0)4921 807 1397	
<b>Contact Incoming Students (degree-seeking students)</b>	<b>Mrs Marina Gastmann</b> E-mail: <a href="mailto:marina.gastmann@hs-emden-leer.de">marina.gastmann@hs-emden-leer.de</a>  Tel. +49 (0)4921 807 1369 Fax +49 (0)4921 807 1397	

### INFORMATION FOR EXCHANGE STUDENTS

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

<p><b>Academic calendar</b></p>	<p><b><u>Fall Term 2018/19</u></b></p> <p><b>Orientation Weeks:</b> 6– 21 Sep 2018 including German intensive language hours and the “Bridging Course English”  <b>Lectures:</b> 24 Sep 2018 – 25 Jan 2019 including exam period</p> <p><b><u>Spring Term 2019</u></b></p> <p><b>Orientation Weeks:</b> 14 Feb – 1 March 2019; including “German intensive language hours” and the “Bridging Course English”  <b>Lectures:</b> 4 March 2019 – 12 July 2019 including exam period</p>
<p><b>Application deadlines for exchange students</b></p>	<p><b>Fall Term:</b> 31 May  <b>Full Academic Year:</b> 31 May  <b>Spring Term:</b> 30 November</p>
<p><b>Application information</b></p>	<p><b>Documents:</b></p> <p><b>Application form (online) uploaded with:</b></p> <ul style="list-style-type: none"> <li>• <b>Identity photo</b></li> <li>• <b>Learning agreement</b> (<i>provisional</i>)</li> <li>• <b>updated Transcript of Records</b></li> <li>• <b>Letter of Motivation</b> (<i>in the language of instruction at the Hochschule Emden/Leer</i>)</li> <li>• <b>Home Institution’s Proof</b></li> </ul> <p>The Application Form (via “Home Institution’s Proof”) and Learning Agreement must be duly <b>signed by the home university</b></p> <p><b>Further information and downloads:</b>  <a href="https://www.hs-empden-leer.de/en/institutions/international-office/international-students/exchange-students-erasmus/">https://www.hs-empden-leer.de/en/institutions/international-office/international-students/exchange-students-erasmus/</a></p>
<p><b>Course Catalogues</b></p>	<p>The principal language of instruction in almost all degree programs is <b>German</b>.</p> <p>We also offer <b>English Study Programs and Projects</b> in each Fall and Spring Term.</p> <p><a href="https://www.hs-empden-leer.de/en/institutions/international-office/international-students/exchange-students-erasmus/">https://www.hs-empden-leer.de/en/institutions/international-office/international-students/exchange-students-erasmus/</a></p>



**Language requirements**

At the Hochschule Emden/Leer there are following language requirements for the exchange students

[https://www.hs-emden-leer.de/fileadmin/user\\_upload/io/Dokumente/Incomings/Language\\_Requirements\\_at\\_HS\\_Emden\\_Leer.pdf](https://www.hs-emden-leer.de/fileadmin/user_upload/io/Dokumente/Incomings/Language_Requirements_at_HS_Emden_Leer.pdf)

**FACULTY OF TECHNOLOGY**

(depends on the language of instruction)

**Department of Electrical Engineering and Computer Science**  
**GERMAN B2 / ENGLISH B2**

**Department of Mechanical Engineering**  
**GERMAN B1 / ENGLISH B1**

**Department of Natural Sciences**  
**Lectures: GERMAN B2 / ENGLISH B2**  
**Projects: GERMAN B1 / ENGLISH B2 on request**

Study programme "Engineering Physics"  
**GERMAN B1 / ENGLISH B2**

**FACULTY OF BUSINESS STUDIES**

(depends on the language of instruction)

**GERMAN B2 / ENGLISH B2**

**FACULTY OF SOCIAL WORK AND HEALTH**

**GERMAN B2 / ENGLISH B2**

**FACULTY OF MARITIME STUDIES**

(depends on the language of instruction)

**GERMAN B1 / ENGLISH B2**

Please note:

**if the language of instruction is English B2 at the University of Applied Sciences Emden/Leer and the current language level of student is B1:**

It's possible to apply with level B1, but then the **attendance at the "Bridging Course English" is obligatory:**

The **BRIDGING COURSE ENGLISH** is offered at the Hochschule Emden/Leer at the location Emden during the Orientation Weeks before lecture start in the Fall and Spring Terms.

The exchange students have the possibility to improve their English (start level B1). The course is designed for incoming exchange students to get ready for bridging the gap between the present knowledge of English and the targeted B2 level. This level is required by most of the faculties by lecture start. This course does not close with any exam, any language level certificate and any credit points. In this course there are limited places.

<b>Housing arrangements for the international guest students</b>	<a href="https://www.hs-empden-leer.de/en/institutions/international-office/international-students/housing/">https://www.hs-empden-leer.de/en/institutions/international-office/international-students/housing/</a>  A list of landlords is available in the International Office
<b>Average accommodation cost per month</b>	250-350 €
<b>Average cost of living per month excluding accommodation</b>	400-500 €
<b>Work placement</b>	The Hochschule Emden/Leer cooperates with the Chamber of Commerce of Eastern Frisia and Papenburg and can assist in finding work placements. This option is only available if the students have been studying at the Hochschule Emden/Leer at least for one semester before the work placement and if students' German language skills are sufficient.
<b>Additional comments</b>	<p><b>Social fee</b> per semester 2018/19 at Campus Emden: 278,35 € (at Campus Leer: 210,35 €) including the Semester Ticket (free rides by bus and by train in certain areas in the Lower Saxony, Bremen and Hamburg).</p> <p><b>Orientation Weeks</b> including German intensive language hours and the "Bridging Course English" before lecture start in September and in February; costs appr. <b>40 €</b>.</p>

#### FURTHER INFORMATION

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

E-Mail: [international.office@hs-empden-leer.de](mailto:international.office@hs-empden-leer.de)