


## INFORMATION SHEET 2024/25

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="https://www.hs-emden-leer.de/fachbereiche/technik">https://www.hs-emden-leer.de/fachbereiche/technik</a></p> <p><b>Contact Incoming:</b>  <b>Mrs Vera von Hunolstein</b>            E-mail: <a href="mailto:vera.von.hunolstein@hs-emden-leer.de">vera.von.hunolstein@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:</b>  <b>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 (0)4921 807 1379            Fax +49 (0)4921 807 1397</p>
<p><b>FACULTY OF BUSINESS STUDIES</b> Campus Emden</p>	<p><a href="https://www.hs-emden-leer.de/fachbereiche/wirtschaft">https://www.hs-emden-leer.de/fachbereiche/wirtschaft</a></p> <p><b>Contact Incoming and 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> <p><b>Contact Outgoing</b>  <b>Mrs. Sonja Behrends</b>  <a href="mailto:sonja.behrends@hs-emden-leer.de">sonja.behrends@hs-emden-leer.de</a>            Tel.: +49 4921 807 1132            Fax: +49 (0)4921 807 1156</p>



<p><b>FACULTY OF SOCIAL WORK AND HEALTH</b> Campus Emden</p>	<p><a href="https://www.hs-emden-leer.de/fachbereiche/soziale-arbeit-und-gesundheit">https://www.hs-emden-leer.de/fachbereiche/soziale-arbeit-und-gesundheit</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 1242 Fax +49 (0)4921 807 1251</p>
<p><b>FACULTY OF MARITIME SCIENCES</b> Campus Leer</p>	<p><a href="https://www.hs-emden-leer.de/fachbereiche/seefahrt-und-maritime-wissenschaften">https://www.hs-emden-leer.de/fachbereiche/seefahrt-und-maritime-wissenschaften</a> <b>Contact Incoming:</b> <b>Mrs Vera von Hunolstein</b> E-mail: <a href="mailto:vera.von.hunolstein@hs-emden-leer.de">vera.von.hunolstein@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</p>

<p><b>INTERNATIONAL OFFICE</b> Hochschule Emden/Leer Constantiaplatz 4, 26723 Emden, Germany <a href="http://io.hs-emden-leer.de">http://io.hs-emden-leer.de</a></p> 	
<p><b>Head of International Office</b></p>	<p><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</p>
<p><b>Deputy Head of International Office</b></p>	<p><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</p>
<p><b>Contact Outgoing Students (general)</b></p>	<p><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 Incoming Students (exchange/ERASMUS+ students)</b></p>	<p><b>Mrs Vera von Hunolstein</b> E-mail: <a href="mailto:vera.von.hunolstein@hs-emden-leer.de">vera.von.hunolstein@hs-emden-leer.de</a>  Tel. +49 (0)4921 807 1378 Fax +49 (0)4921 807 1397</p>
<p><b>Contact Incoming Students (degree-seeking students)</b></p>	<p><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</p>
<p><b>Contact Incoming Students (Erasmus+ worldwide - KA 107)</b></p>	<p><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 1242 Fax +49 (0)4921 807 1251</p>



### INFORMATION FOR EXCHANGE STUDENTS

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

<b>Academic calendar</b>	<p><b><u>Fall Term 2024/25</u></b></p> <p><b>Orientation Weeks: 12.09. – 20.09.2024</b></p> <p><b>Lectures: 23 September 2024 – 31 January 2025</b> including exam period</p> <p><b><u>Spring Term 2024</u></b></p> <p><b>Orientation Weeks 22.02. – 01.03.2024</b></p> <p><b>Lectures: 4 March 2024 – 12 July 2024</b> including exam period</p>
<b>Application deadlines for exchange students</b>	<p><b>Fall Term:</b> 31 May <b>Full Academic Year:</b> 31 May <b>Spring Term:</b> 30 November</p>
<b>Application information</b>	<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>OLA course choice</i>)</li><li>• <i>updated</i> <b>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 (including "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-emden-leer.de/en/institutions/international-office/international-students/exchange-students-erasmus/">https://www.hs-emden-leer.de/en/institutions/international-office/international-students/exchange-students-erasmus/</a></p>
<b>Course Catalogues</b>	<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>Under Course Catalogue (open box) <a href="https://www.hs-emden-leer.de/en/institutions/international-office/international-students/exchange-students-erasmus/">https://www.hs-emden-leer.de/en/institutions/international-office/international-students/exchange-students-erasmus</a></p>



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



<b>Housing arrangements for the international guest students</b>	<a href="https://www.hs-emden-leer.de/en/institutions/international-office/international-students/housing/">https://www.hs-emden-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>	300 - 450 €
<b>Average cost of living per month excluding accommodation</b>	400-500 €
<b>Additional comments</b>	<p><b>Semester fee</b> per semester (for 2023/24) Campus Emden: 195.97 Euro and at Campus Leer: 97.97 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 <b>no tuition fee</b>. The students also will have advantages by enrolment, because they will get a "<b>Campus Card</b>" including our <u>semester ticket</u> (see above).</p> <p>Unfortunately, we will <b>not</b> be able to make <b>exceptions for payment</b> (no matter how studies takes place - virtual, with selected be on-campus classes or a mixture of them).</p> <p><b>Orientation Weeks</b> 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](mailto:international.office@hs-emden-leer.de)