

## Information for Students on Exchange

<b>A. University</b>	<b>Karlsruhe Institute of Technology (KIT)</b>  <a href="http://www.intl.kit.edu/istudies/3242.php">http://www.intl.kit.edu/istudies/3242.php</a>
<b>B. Country</b>	Germany
<b>C. Academics</b>	
<b>i) Module Mapping &amp; Credits Transfer</b>	<p>Please ensure that your Study Plan is approved by the academics at your home faculty before the exchange. You can check with the SEP Coordinator in the Dean's Office of your home faculty.</p> <p>Modules approved in the past might not be offered by the host university or approved by your faculty when it is time for your exchange. Please check the latest course offerings at the host universities while you are preparing your Study Plan.</p>
<b>ii) Academic Calendar</b>	<p><b>Semester 1:</b> Mid-October to Mid- February (Course period)  <b>Semester 2:</b> Mid-April to End July (Course period)</p> <p><a href="http://www.intl.kit.edu/istudies/3157.php">http://www.intl.kit.edu/istudies/3157.php</a></p> <p>Please note that exams take place during the lecture-free periods, i.e. between in March and in August/September after the end of lectures.</p>
<b>iii) Exchange Duration</b>	<p><b>Semester 2 exchange is recommended</b> due to overlapping academic calendar</p>
<b>iv) Examination</b>	<p><b>Students are expected to attend the mandatory examination at KIT during the official examination period until September.</b> Be aware that earlier or extra examinations for exchange students might not be available and subjected to host university's discretion and approval.</p> <p>Examination dates vary between KIT departments but generally take place between July and September in semester 2.</p> <p><b>Please approach the respective KIT's departmental coordinator at the start of your exchange for the exact examination dates. If the examination date clashes with NUS' academic calendar, please consider taking alternative modules which allows you to have the examination by late July.</b></p> <p>Leave of Absence from NUS is subjected to your home faculty's approval and is not guaranteed.</p>
<b>v) Curriculum Structure</b>	Credit for Bachelor's and Master's courses is given in accordance with the European Credit Transfer System (ECTS).

	<p>Students who take the maximum credits allowed at host university (i.e. 30 ECTS per semester) will be considered for transferring the maximum credits back to NUS.</p>
<p><b>vi) Entry Requirements</b></p>	<p>(a) registered as a full-time undergraduate student of NUS</p> <p>(b) have successfully completed at least two (2) semesters of study at NUS upon admission to the host university;</p> <p>(c) not eligible for exchange in the graduating year</p> <p>(d) a student of good standing at NUS with</p> <ul style="list-style-type: none"> <li>a. a minimum upper division second class honours or;</li> <li>b. a minimum B average grade or;</li> <li>c. a CAP of at least 3.0 (out of 5) for NUS students</li> </ul>
<p><b>vii) Language Proficiency Requirements</b></p>	<p>A good command of German is necessary for any student coming to KIT. KIT recommends at least an A2-level based on the CEFR (Common European Framework of Reference for Languages). The KIT Departments of Mechanical Engineering, Chemistry and Biosciences, Chemical and Process Engineering require a B1-level of German language.</p> <p><u>German Language Courses provided by KIT:</u> KIT offers a pre-semester German language course for all exchange students about 3 weeks before the courses begin. There is also the possibility to participate in German language courses on different levels during the semester: <a href="https://www.stk.kit.edu/daf-stub.php">https://www.stk.kit.edu/daf-stub.php</a></p>
<p><b>viii) Modules Compatibility</b></p>	<p><u>Courses taught in English:</u> KIT offer courses taught in English for the following fields of study:</p> <ul style="list-style-type: none"> <li>• Computer Science</li> <li>• Biology</li> <li>• Industrial Engineering and Management</li> <li>• Mathematics (Master level)</li> <li>• Electrical Engineering (Master level)</li> </ul> <p>Students must be able to meet the pre-requisites for the master-level modules before they will be considered by KIT for the master-level courses taught in English.</p> <p>You can find out more about the courses, course description and schedule here: <a href="https://campus.studium.kit.edu/english/events/catalog.php#!campus/all/fields.asp?group=Vorlesungsverzeichnis">https://campus.studium.kit.edu/english/events/catalog.php#!campus/all/fields.asp?group=Vorlesungsverzeichnis</a></p>

<p><b>ix) Module restrictions and pre-requisites</b></p>	<p>The Carl-Benz-School /International Department is offering an international Bachelor study program in English at the Department of Mechanical Engineering with restricted admission. Please be aware that the participation in this English-taught program (courses starting with the number 3xxxx in KIT's courses catalogues) only offers limited access to exchange students.</p>
<p><b>D. Application</b></p>	
<p><b>i) Procedures</b></p>	<p>All NUS student has to be nominated by NUS before they can apply for fee-waiver exchange at the host university.</p> <p>Please check with your faculty for its internal application deadlines. After you have been selected by and accepted your faculty's internal offer, your faculty would give you the link to the SharePoint for application to host university.</p> <p>The International Students Office of KIT will email nomination students the details on application at KIT. For the application, you will need to upload the following documents. You do not need to send in any originals.</p> <ol style="list-style-type: none"> <li>1. Completed and signed the printed online application form. The application form is to be signed by your NUS home faculty.</li> <li>2. Submit:             <ol style="list-style-type: none"> <li>a. Proof of German language proficiency</li> <li>b. Proof of English language proficiency – NUS Registrar's Office will provide the letter to state that NUS teaches in English</li> <li>c. A learning agreement (list of courses that you intend to take at the host university)</li> <li>d. A current transcript of records</li> <li>e. An enrolment certificate from NUS – It is the same letter as the letter mentioned in point b.</li> </ol> </li> </ol> <p>More information on application to KIT can be found here:  <a href="http://www.intl.kit.edu/istudies/3242.php">http://www.intl.kit.edu/istudies/3242.php</a></p>
<p><b>ii) Deadlines</b></p>	<p>All NUS student must abide by the internal application deadline set by their home faculty for exchange participation in the following academic year. After clearing the internal application and selection process, students have to take note of the application deadline set by the host university.</p> <p><b>Deadline for submitting application to host university:</b>          Semester 1: 1 May          Semester 2: 1 November</p> <p>Failure to submit a formal application to the host university will result your exchange being forfeited even if you have been selected by NUS for the exchange.</p>

## E. Accommodations

### i) University Accommodation

Most students in Karlsruhe live in dormitories or share a flat. There is, however, an acute shortage of living space. KIT cannot guarantee the availability of accommodation but will assist all exchange students settling down in Karlsruhe.

Students will be informed about housing possibilities within 8 weeks of the application deadline. KIT reserves rooms for students from partner universities in their students' residences if possible. These furnished single rooms cost about €355 and have a set lease period from March to August. No other moving in/out date is possible.

Furthermore this site is helpful: <http://www.intl.kit.edu/iforscher/6166.php>.

Students who have contract that ends in August or September are expected to pay for the rental until August or September. There will be **no** refund of the rental if you leave the student accommodation earlier.

## F. Visa

### Consular/Visa Regulation

EU citizens and citizens from the following countries do not need a visa to enter Germany: Australia, Canada, Honduras, Iceland, Israel, Japan, Korea, Liechtenstein, Monaco, New Zealand, Norway, San Marino, Switzerland and the United States. However, after entering Germany, you will have to apply for a residence permit at the local "Auslaenderbehörde" (Immigration Office) if you are staying for more than three months.

Students from all other countries must apply for a visa for study purposes via the German diplomatic representation in their home country. **You must not under any circumstances travel to Germany on a tourist visa.**

All students are advised to apply for the necessary visa immediately after they received the official offer letter/email from their host university.

Some visa application process could take up to 2 months to process. Your exchange at the host university depends on the clearance by the immigration of the host country. KIT cannot affect this procedure.

For more visa information, please refer to

[http://www.singapur.diplo.de/Vertretung/singapur/en/04/2\\_Visa/seite\\_22\\_National\\_Visa.html#topic15](http://www.singapur.diplo.de/Vertretung/singapur/en/04/2_Visa/seite_22_National_Visa.html#topic15)

For more guidance on the visa application, please login NUS VPN and access the information on SharePoint shared in the pre-departure briefing slides.

### G. Safety, Health & Medical Insurance

<p><b>i) Health/Medical Insurance</b></p>	<p>Health insurance coverage is compulsory for the entire stay in Germany. Students can take out health insurance in their home country before arriving in Karlsruhe or take out German public health insurance upon arrival during the orientation week.</p> <p>If you are covered by a private health insurance in your home country, you need to obtain a written confirmation of your health insurance provider (either in German or English) in your home country that states that</p> <ul style="list-style-type: none"> <li>• you have a health insurance</li> <li>• it is valid in Germany</li> <li>• it provides you with sufficient insurance coverage of €100,000</li> </ul> <p>Please note that regular travel insurance cannot be accepted, since it does not cover your study stay of at least one semester.</p> <p>In addition, all registered NUS students are covered under the university health insurance and the blanket travel insurance. For more information on the university health insurance coverage, please refer to <a href="http://www.nus.edu.sg/uhc/healthservice/insurance-schemes/undergraduate-scheme.html">http://www.nus.edu.sg/uhc/healthservice/insurance-schemes/undergraduate-scheme.html</a>.</p> <p>For more information on NUS blanket travel insurance, please refer to <a href="http://www.nus.edu.sg/finance/InsuranceCoverforOfficialNUSTrips.html">http://www.nus.edu.sg/finance/InsuranceCoverforOfficialNUSTrips.html</a></p>
<p><b>ii) Emergency Number at host university</b></p>	<p>+49 721 608-44919 110 (for police) 112 (for medical services and fire brigade)</p>

### H. Cost of Living

<p><b>i) Estimated Monthly Living Expenses</b></p>	<b>Breakdown of Costs</b>		
	Accommodation	€355	
	Insurance	€80	
	Transport	€34	
	Food	€168	
	Others (Books, entertainment etc.)	€265	
	<b>Monthly Estimate</b>		<b>€902</b>
	<p>Students from partner universities pay a social contribution of about €77.70 per semester. This includes reduced student prices at the university restaurant, transportation reductions and accident insurance: <a href="http://www.sw-ka.de/en/finanzen/semesterbeitraege">www.sw-ka.de/en/finanzen/semesterbeitraege</a></p> <p>In order to receive a residence permit, you need to present to the Ausländerbehörde (local foreigner’s registration office) a statement of</p>		

	financial support proving that you have at least €735 to live on for each month of your stay. This can either be a bank statement, a notarized parental letter or a scholarship certificate.
<b>I. Other useful information</b>	
<b>Exchange Student Handbook</b>	<a href="https://www.intl.kit.edu/download/ERASMUS%20student%20handbook.pdf">https://www.intl.kit.edu/download/ERASMUS%20student%20handbook.pdf</a>
<b>NUS student's testimony</b>	<a href="https://www.wiwi.kit.edu/english/InternationalRelationsTestimonialsIn.php">https://www.wiwi.kit.edu/english/InternationalRelationsTestimonialsIn.php</a>