

# Partner Information

Furtwangen University (HFU)  
 International Center  
 Robert-Gerwig-Platz 1,  
 D-78120 Furtwangen, Germany  
[www.hs-furtwangen.de/willkommen/international.html](http://www.hs-furtwangen.de/willkommen/international.html)  
<http://en.hs-furtwangen.de/welcome/international.html>  
[www.facebook.com/InternationalCenter.HFU](https://www.facebook.com/InternationalCenter.HFU)  
[www.facebook.com/HFU.International](https://www.facebook.com/HFU.International)  
[www.facebook.com/HochschuleFurtwangen](https://www.facebook.com/HochschuleFurtwangen)



Email Campus Furtwangen: [international-fu@hs-furtwangen.de](mailto:international-fu@hs-furtwangen.de)  
 Email Campus Schwenningen: [international-vs@hs-furtwangen.de](mailto:international-vs@hs-furtwangen.de)  
 Email Campus Tuttlingen: [international-tut@hs-furtwangen.de](mailto:international-tut@hs-furtwangen.de)

Introduction to Furtwangen University of Applied Sciences	
<p>Furtwangen University (known by its German acronym "HFU") focuses on applied learning and research in mechanical engineering, information and media sciences, business and health sciences — and has been ranked among Germany's top universities in a number of these fields by major national publications and surveys conducted amongst students and employers.</p> <p>With about 6,600 students, the academic community is large enough to enjoy modern laboratories, a highly modern IT infrastructure, and one of Germany's best science libraries, yet small enough to maintain a personal touch. Small class sizes, regular personal contact with the teaching staff, and an excellent learning environment help guarantee good results and a positive experience.</p> <p>Students and staff also benefit from the large international population on campus, as well as the natural beauty of the surrounding regions, including Germany's renowned Black Forest. The enormous range of activities on campus includes over 30 different sports, from skiing and climbing to tennis and mountain biking.</p> <p>Students generally earn a bachelor's degree within seven semesters, including a semester-long work placement and thesis. In addition, students gain experience through team-oriented project work, or during a study semester abroad at one of our more than 140 foreign partner universities worldwide.</p> <p>Master degree programmes at HFU usually take three semesters to complete.</p>	
Campus Locations	
<ul style="list-style-type: none"> <li>Furtwangen is the location of the original campus, in the heart of the Black Forest.</li> <li>Villingen-Schwenningen is a twin town, 30 km east of Furtwangen. The campus is located in Schwenningen.</li> <li>Tuttlingen is located 30 km south-east of Villingen-Schwenningen. It hosts the newest campus which is co-funded from industry.</li> </ul>	
International Center	
Director	Brigitte Minderlein <a href="mailto:min@hs-furtwangen.de">min@hs-furtwangen.de</a>
Deputy Director and Erasmus coordinator	Anette Kohler <a href="mailto:koa@hs-furtwangen.de">koa@hs-furtwangen.de</a>
Contact Information for Incoming Students	
Campus Furtwangen	Julia Hennig <a href="mailto:heju@hs-furtwangen.de">heju@hs-furtwangen.de</a>
Campus Schwenningen	Petra Balasta <a href="mailto:bal@hs-furtwangen.de">bal@hs-furtwangen.de</a>
Campus Tuttlingen	Jenny Sailer <a href="mailto:sai@hs-furtwangen.de">sai@hs-furtwangen.de</a>
Web:	<a href="http://en.hs-furtwangen.de/welcome/international/contact/international-center.html">http://en.hs-furtwangen.de/welcome/international/contact/international-center.html</a>
Contact Information for Outgoing Students	
Campus Furtwangen	Ulrike Waldvogel <a href="mailto:wul@hs-furtwangen.de">wul@hs-furtwangen.de</a> and Ilka Günnel <a href="mailto:guen@hs-furtwangen.de">guen@hs-furtwangen.de</a>
Campus Schwenningen	Anette Kohler <a href="mailto:koa@hs-furtwangen.de">koa@hs-furtwangen.de</a> (Erasmus), Nadja Kübler <a href="mailto:kuen@hs-furtwangen.de">kuen@hs-furtwangen.de</a> and Ilka Günnel <a href="mailto:guen@hs-furtwangen.de">guen@hs-furtwangen.de</a>
Campus Tuttlingen	Jenny Sailer <a href="mailto:sai@hs-furtwangen.de">sai@hs-furtwangen.de</a> and Ilka Günnel <a href="mailto:guen@hs-furtwangen.de">guen@hs-furtwangen.de</a>
Web:	<a href="http://en.hs-furtwangen.de/welcome/international/contact/international-center.html">http://en.hs-furtwangen.de/welcome/international/contact/international-center.html</a>

Fall Semester Dates	
Preferred arrival date:	A few days before the orientation programme starts (second week of September)
Orientation programme (incl. German intensive course):	Two weeks before the start of lectures (mid-September). Attendance at the orientation programme is mandatory.
Lecture period (incl. exams):	Approximately 1 October – 25 February
General holidays:	There are no lectures between Christmas (24 December) and New Year's Day (1 January)
Spring Semester Dates	
Preferred arrival date:	1 March
Orientation programme (incl. German intensive course):	Two weeks before lectures start (the first two weeks of March). Attendance at the orientation programme is mandatory.
Lecture period (incl. exams):	Approximately 15 March – 31 July
General holidays:	There is a one-week break around either Easter or Christian Pentecost.
Application for Incoming Students	
Application deadline:	For entry in the spring semester: 1 November For entry in the fall semester: 1 May
Application procedure and required documents:	<ul style="list-style-type: none"> <li>Students must be nominated by their home institution</li> <li>Once they have been nominated students must apply online <ul style="list-style-type: none"> <li>Online Application: <a href="http://en.hs-furtwangen.de/welcome/international/coming-to-hfu/study/exchange-and-guest-student-programmes/application.html">http://en.hs-furtwangen.de/welcome/international/coming-to-hfu/study/exchange-and-guest-student-programmes/application.html</a></li> </ul> </li> <li>CV/resume</li> <li>Passport-sized photograph</li> <li>Subject and grade report, both in the original language and in German or English translation</li> <li>Letter of motivation</li> <li>Proof of English skills (at least B1)</li> </ul>
Housing	
Type of housing available:	<p>The International Center arranges accommodation for all exchange students.</p> <p><b>Furtwangen Campus:</b> Dormitories:</p> <ul style="list-style-type: none"> <li>Albert-Schweizer-Haus (ASH) (<a href="http://www.ask.hs-furtwangen.de/">http://www.ask.hs-furtwangen.de/</a>)</li> <li>Großhausberg (GHB) (<a href="http://www.ghb.hs-furtwangen.de/">http://www.ghb.hs-furtwangen.de/</a>)</li> </ul> <p><b>Schwenningen and Tuttlingen Campuses:</b> Dormitory or private accommodation.</p> <p><b>Important:</b> Rooms can only be rented for a 6-month period (March to August or September to February)!</p> <p>We strongly recommend that you take out a liability insurance policy.</p>
Cost of living:	The monthly expenses for room and board in Germany, including health insurance, are estimated to be 670€. The cost of living in Furtwangen, Schwenningen, and Tuttlingen, however, is below that of most other university towns in Germany.
Academic System	
Contact hours:	The academic programmes are structured in <i>semester hours per week</i> ( <i>Semesterwochenstunde</i> = sws). One <i>semester hour per week</i> (contact hour) equals a lecture of 45 minutes for the duration of one semester. One semester usually consists of about 15 weeks.
Academic credit:	The workload of one semester corresponds to 30 ECTS credits (European Credit Transfer System).
Grading system:	Grades range from 5.0 (minimum) to 1.0 (maximum) and 4.0 is the minimum passing grade. 2.5 is considered a good grade.
Language of Instruction	
Language specification:	Courses are offered in German, with some also offered in English.
Bachelor programme taught in English:	International Business Management B.A. <a href="http://www.hs-furtwangen.de/studiengaenge/fakultaet/wirtschaft/international-business-management-bachelor.html">http://www.hs-furtwangen.de/studiengaenge/fakultaet/wirtschaft/international-business-management-bachelor.html</a>

Master programmes taught in English:	Smart Systems M.Sc., Biomedical Engineering M.Sc., Business Consulting M.Sc., Medical Diagnostic Technologies M.Sc, International Business Management MBA, International Management M.Sc.
International Semester:	Exchange students can choose from a variety of lectures taught in English, across the faculties: Furtwangen Campus: <a href="http://www.hs-furtwangen.de/willkommen/international/wege-an-die-hfu/studium/austausch-gaststudium/studienangebot/international-semester-fu.html">http://www.hs-furtwangen.de/willkommen/international/wege-an-die-hfu/studium/austausch-gaststudium/studienangebot/international-semester-fu.html</a> Schwenningen Campus: <a href="http://www.hs-furtwangen.de/willkommen/international/wege-an-die-hfu/studium/austausch-gaststudium/studienangebot/international-semester-vs.html">http://www.hs-furtwangen.de/willkommen/international/wege-an-die-hfu/studium/austausch-gaststudium/studienangebot/international-semester-vs.html</a>
<b>German as a Foreign Language</b>	
German classes:	German as a foreign language ( <i>DaF</i> ) is taught in 5 levels of proficiency as regular courses and as a pre-term intensive course during the orientation programme <a href="http://en.hs-furtwangen.de/welcome/the-university/central-services/language-center/course-content-grading-criteria/course-content-german.html">http://en.hs-furtwangen.de/welcome/the-university/central-services/language-center/course-content-grading-criteria/course-content-german.html</a>
<b>Insurance</b>	
Health Insurance:	Non-EU students must take out a German statutory health insurance (cost around 80 Euro per month) or get an exemption letter issued by a German statutory health insurance company if they have a private insurance that covers medical treatment in Germany. We strongly recommend that students take out a travel insurance for their flight and the first days in Germany before enrolment. EU students must bring their EHIC (European Health Insurance Card).
Accident and Liability Insurance:	We strongly recommend students to take out accident and liability insurance.
<b>Visa Information</b>	
Non-EU students must apply for a visa in their resident country. Students from certain Non-EU countries can enter Germany without a visa (please check the websites of the German embassy in your home country for details) and apply for a residence permit after their arrival in Germany.	
<b>Services for International Students</b>	
Pick-up Service	The International Center offers a pick-up-service for exchange students from partner universities. Master students should contact their respective programme coordinator.
Buddy Programme	The International Center runs a Buddy Programme which arranges contact between German students and new exchange students. Before arrival, every exchange student can contact his/her buddy by email. A buddy is a German student who helps new international students to get to know what everyday life at university is like, especially at the semester start. Everyone knows how important the first impressions of a new town or a new country can be and how nice it is to have someone you already know when you arrive.
Orientation Programme and German Seminar	Two weeks prior to the beginning of classes, the International Center runs an orientation programme during which students are provided with important information regarding their stay in Germany. They receive information and support in administrative matters (residence registration, enrolment, immigration etc.). Sightseeing trips are also organised to destinations close by. A two week intensive course in the German language (for beginners at or below B1 level) is part of the orientation programme. For successful completion of this program students get 3 ECTS.
Trips and Events	The International Center and the International Student Community (ISC) organise a number of trips and events throughout the year: a 3-day trip to Berlin, day trips to Heidelberg, Konstanz, Freiburg, Stuttgart and other places, opera visits, company visits, cross-country skiing, hiking tours, an international festival, movie nights, country presentations, cottage weekend...
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ISC Campus Schwenningen	<a href="https://www.facebook.com/ISCSchwenningen/">https://www.facebook.com/ISCSchwenningen/</a>