

Exchange Students – FAQ

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Letter of Acceptance

1. When will I get my letter of acceptance?

- Students with a European passport and students from visa-waiver countries will get their letter of acceptance via email as soon as they have completed their online application and uploaded ALL required documents properly
- The acceptance letter for students who need to apply for a visa will be sent to their home university via DHL express as soon as all applicants from their university have completed their online application properly.

2. How long does it take for the original admission documents to reach my home university?

- Usually it takes 4-5 working days once they have been sent via DHL Express

Health Insurance

3. Can I get the letter of acceptance first and then apply for a health insurance?

- No. You need a proof of sufficient health insurance in order to become registered as a student at EBS and to get your letter of acceptance. For information on health insurance requirements please contact your International Programmes Office.

4. If I choose CAREMED insurance, do I only need the “CAREMED travel health insurance” or also another insurance plan they offer on their website?

- For being registered at EBS and for residence permit issues “Caremed travel health insurance” is sufficient. You CAN get other insurance plans on top (like the cancellation insurance) but this is totally up to you

5. I have a DAAD scholarship but not received a confirmation yet. What should I upload on Campusnet as ‘proof of sufficient health insurance’?

- Please upload at least any kind of proof that you did apply for the DAAD scholarship or that you have been nominated. As soon as you receive the confirmation please send it to the International Programmes office.

6. How long does the health insurance need to be valid?

- You will need a proof of health insurance which covers your entire stay in Germany.

Language Proof

7. Do I need to upload a TOEFL certificate?

- YES, since fall term 2012 all international non native English-speakers need to upload a TOEFL, IELTS or equivalent.
- If your study programme is 100% taught in English, a confirmation from your home university is sufficient

8. I only have an IELTS certificate. Do I need to get a TOEFL certificate anyway or can I upload the IELTS certificate?

- Yes, you can also upload the IELTS certificate. Your TOEFL or IELTS shouldn't be older than 2 years.

Course Selection

9. When will I be informed about the available courses in fall/spring term?

- A tentative course list and course descriptions will be sent to the students about 6-8 weeks before course selection starts. You will receive a final list shortly before course selection starts. If you need the list earlier for completing the learning agreement please contact the International Programmes office.

10. I am a Bachelor student in my second year. Will I be able to select courses only from the second year in the course list or from all years?

- You can choose courses from all Bachelor years. Please also check the prerequisites.

11. I am a Master student. Am I only allowed to choose Master courses?

- As a Master student you are allowed to choose Master as well as Bachelor courses. Also MBA courses will be available for you but priority is given to MBA students as seats are limited.

12. I am a MBA student. Will I be able to choose Bachelor, Master and MBA courses?

YES.

13. I had troubles in finding information on when each course is given. Can you please give me more information on times and dates?

- The full course schedules will be available when you register for courses online. The timetable at EBS is not as regular as most students are probably used to. Some courses last for a whole semester, some for several weeks but some shorter courses merely last for a few sessions, often over an intensive 2 or 3 days block.

Visa/Residence Permit

14. Can I apply for a Schengen-Visa?

- NO!

15. Do I need to apply for a national visa (D-Visa)?

- YES. You definitely need to apply for a national visa (student's visa). With a Schengen-visa you definitely need to leave the country after 90 days.

16. Can you please fasten the visa process for me?

- No! If you apply for your visa too late, EBS has NO possibility to speed up the visa process on your behalf! The visa process is quite time-consuming and usually takes 2-3 month. The earlier you apply the better! Otherwise you might get in troubles...

17. What's the difference between a visa and a residence permit?

- A **visa** is your permission to enter Germany. You have to apply for a visa at the nearest German embassy or consulate in your home country or country of residence. A visa is usually only valid for a maximum of 90 days. You may also try to get a visa for your entire semester at EBS. The responsible embassy may grant this application, but it's not guaranteed. Please enquire with your embassy in this matter.
- As the national visa usually gives you permission to enter Germany and stay for 90 days, every Non-EU-national needs a **residence permit** to study/ extend his/her right to stay in Germany for an entire semester. Students apply for the residence permit **AFTER ENTERING** Germany. EBS International Programmes Office will assist you procedure during the orientation days at EBS.

18. The German embassy in my home country issued me a visa for my entire semester abroad in Germany. Do I still need to apply for a residence permit after arrival?

- If the visa is valid until the end of the semester, you don't need to apply for a residence permit. Please make sure to leave the country before the expiry date of your visa.