Pre-departure Checklist
For degree-seeking students of the Master’s program Computational Linguistics
Winter semester 2023/24
This brochure will inform you about the following:

1. What you need to think of before coming to Stuttgart
2. First steps after your arrival in Stuttgart
3. Academic calendar

Prepare and bring along:

- Valid passport
- Visa (if applicable)
- Letter of admission (Zulassungsbescheid) generated by C@MPUS
- Original of your certificates or certified copy (e.g. school leaving certificate, Bachelor’s certificate and transcript, language certificates).
- Housing information and/or rental contract
- Biometrical passport photos
- Health insurance (travel health insurance if needed)
- Scholarship contract (if applicable)
- Any medicine you regularly need to take for at least 4-8 weeks
- Persons entering Germany no longer need to proof that they have been vaccinated against Covid-19, recovered or tested negative. However, there might be changes. Up-to-date information is available at https://www.student.uni-stuttgart.de/en/international/corona/

Entry visa-free | Visa required
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Citizens of the **EU** do **NOT** need a visa to enter Germany. Citizens of a **non-EU** country not mentioned on the left **need a student visa**. Please apply at the **German embassy** or consulate in your country of residence. Schedule an appointment as soon as possible, since visa procedures can take **up to six months**. The visa is usually issued for three months. It must be changed into a residence permit after your arrival in Germany.

Citizens of **Australia, Brazil, Canada, GB, Japan, South Korea, New Zealand, Israel** and the **USA** can enter Germany without visa but need to apply for a residence permit upon arrival.¹

You will need:
- **Proof of sufficient financial means** in the amount of at least **EUR 934 per month** (e.g. a bank statement showing the credit balance in a bank account in Germany, a blocked bank account, a declaration of financial commitment, or a proof of stipend or scholarship)

¹ If you have a citizenship of a non-EU country that allows visa-free entry, you are still free to try to apply for a student visa for Germany. This way, you have more time for the currently long-lasting application process for obtaining a residence permit upon your arrival in Stuttgart. Please contact the German embassy in your country of residence for further information.
### Health insurance

<table>
<thead>
<tr>
<th>EU students and students from countries with a social security agreement</th>
<th>Non-EU students</th>
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<tbody>
<tr>
<td>Students from EU countries need the <strong>European health insurance card (EHIC)</strong> for proof of health insurance. It is available at the health insurance company of your home country. Students from countries with a social security agreement e.g. Bosnia-Herzegovina, Serbia and Turkey need to bring a confirmation of their current health insurance.</td>
<td>Due to German regulations, <strong>students from non-EU countries</strong> under 30 years of age are required to purchase a <strong>student health insurance</strong> at a local insurance company in Stuttgart which amounts to approx. 120 EUR per month. Students who have a <strong>health insurance by their program or scholarship provider</strong> need to bring the policy.</td>
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**Please note:**

The compulsory student health insurance comes into effect at the inception of the semester (Oct. 1). If you arrive ahead of time, e.g. to attend a German course, we strongly recommend that you take out a **travel health insurance** in your home country to cover the period until Oct. 1.

Non-EU citizens who are **30 years of age or older** must take out a private insurance meeting German standards. All private health insurances in Germany usually exclude pre-existing chronic disease e.g. asthma, diabetes, stomach ulcer, chronic headaches (migraine etc.). It will be necessary that you purchase insurance from your home country that will cover up for it. Please contact the International Office for further information.

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The Studierendenwerk Stuttgart and the VSSW provide both student dorms in Stuttgart. Please apply online.

www.studierendenwerk-stuttgart.de/en/accommodation

https://www.vssw.de/

We strongly advise to apply for a dormitory room as soon as possible. Rooms are allocated on a first-come, first-served basis. The waiting period is currently approx. 8 -12 months.

There are only single rooms in mixed (male/female) student dormitories with shared kitchen and bathroom available.

Finding a room on the private housing market is possible but usually takes a long time and rooms are quite expensive.

Please note:
The rental period for Master’s students in the international Master’s programs starts on either September 1 or October 1 depending on the start of your program.

Neither the International Office nor your Master’s program have any influence on the allocation of your dorm room.

Furthermore, there is no guarantee to get a room offer by the Studierendenwerk Stuttgart or the VSSW as the number of rooms is limited!

As soon as the Studierendenwerk Stuttgart or the VSSW has allocated the rooms (approx. four to six weeks prior to the reservation period), they will send you a room offer by e-mail. This offer includes the rental contract, your hirer code and the contact details of the person in charge of your dormitory. You will also receive instructions on how to accept your room offer so that your rental contract becomes effective.

In order for your rental contract to become effective, you must transfer a deposit of about EUR 700 to the bank account of the dormitory provider. Mind the deadline for the transfer to arrive in their account!

The EUR 700 deposit already includes part of the first month's rent while EUR 400 will be kept as deposit and will be reimbursed at the end of your stay in the dormitory if there are no complaints about the status of your room.

Should you come to Stuttgart at a time you cannot move into your dorm room immediately (e.g. weekend, very early or late), we recommend you book a room in a youth hostel or a low-budget hotel well in advance.
Unfortunately, the housing situation is difficult in Stuttgart. Be prepared to live in a temporary accommodation for several weeks during your room search before you find a long-term place to live. You can find many links and tips for private and low budget places here:

https://www.uni-stuttgart.de/en/study/living-in-stuttgart/housing/index.html

Please note that it is absolutely necessary to book in advance, since hostels and low-budget hotels are quickly booked out at this time of the year!

If you move into a student dorm of the Studierendenwerk Stuttgart or the VSSW, please remember that the first moving-in day is September 1 or October 2, 2023 (Please note that Oct 3 is a holiday and you can't move in). You can get the dorm key only during the office hours of the caretaker [Hausmeister]. The office hours will be indicated in your housing information from the Studierendenwerk Stuttgart or the VSSW.

When you arrive in Stuttgart on a Saturday, Sunday or before your rental contract becomes effective, we suggest you stay at a youth hostel or a guest house for the first night(s). Make sure to book in advance.

- Make sure you have enough money available - e. g. for the semester contribution approx. EUR 170, the tuition fee for non-EU students EUR 1.500, your rent, the public transportation pass for September about EUR 50 for the whole metropolitan area, the public transportation pass for the winter semester (October-March) EUR 210, other incidental costs such as food and drink EUR 200, compulsory broadcasting fee, health insurance.

- You will also need some small change (about EUR 5) for public transportation from the airport/train station to the Vaihingen campus or city center. Or you download the app to order a ticket by mobile phone:
  - http://en.vvs.de/tickets/how-to-buy-a-ticket/

- Do not forget to bring along clothing for rainy and cold weather.

- Glasses are very expensive in Germany. You might want to bring a second pair along.

- For all electrical appliances you will need a 220 volt adapter.

Please note: Do not come to Stuttgart and expect to be able to finance your studies by working. The University of Stuttgart’s English Master’s programs are full-time study programs and the study load is very high.
The University of Stuttgart offers various support programs for international students to ensure a perfect start and a study success.

**Get your studies off to a perfect start**
An introductory course for international students who received an admission to the University of Stuttgart on how to start your university studies well prepared.

*https://www.student.uni-stuttgart.de/en/startingout/international/perfect-start/*

**Buddy program ready.study.stuttgart**
The international buddy program ready.study.stuttgart aims to support you during your start in Stuttgart. Our buddies will welcome you at the airport, help you buy a ticket for the public transportation and show you which train you need to take in order to get to your accommodation. There is a limited amount of places available (first come, first served). Please register at least three weeks prior to your arrival.

*https://www.uni-stuttgart.de/en/study/international/ready-study-stuttgart/*

**Intercultural Mentoring Program**
Are you interested in intercultural exchange? In the intercultural mentoring program you form a one-on-one tandem with an experienced student for an entire semester. Your mentor introduces you to local student life and is looking forward to learning about your culture. Workshops and fun leisure time events give you plenty of opportunities to find new friends. Please register here:

*www.student.uni-stuttgart.de/en/startingout/international/support/mentoring/*

We recommend you arrive in the week before the lectures start, thus from Monday, October 9, 2023.

**If you move into a student dormitory:**
1. Go to the caretaker’s office [Hausmeister] of your dorm. Please mind the office hours (see housing information)! You may arrange an individual appointment with your caretaker.
2. Move into your dorm room and relax.

**All students:**
3. Go to the International Office at the IZ. There, all students will receive a Welcome Package with information about the formalities and a detailed program about the following days. During some information sessions in small groups we go through all the formalities and give you useful advice (“Guidance on formalities”).
The academic year at German universities is divided into two semesters, the winter and the summer semester. The winter semester always lasts from October 1 until March 31 and the summer semester from April 1 until September 30. The exact dates of the lecture period, when classes take place, vary slightly each year. The classes of the winter semester usually start by mid-October and finish by mid-February. The classes of the summer semester start by mid-April and end by mid-July. During the semester break, examinations and block courses take place. Check the dates for examinations and block courses before you plan to leave Stuttgart for holidays or for any other reason.

### Winter Semester 2023/24

| Classes start: | Mon, Oct. 16, 2023 |
| Classes end:   | Sat, Feb 10, 2024 |

### Summer Semester 2024

| Classes start: | Mon, April 08, 2024 |
| Classes end:   | Sat, July 20, 2024 |

**Please note:**
There are no lectures from Fri, Dec 23 to Sat, Jan 6.

### Public holidays

The university and all public stores are closed on public holidays:

<table>
<thead>
<tr>
<th>Date</th>
<th>Holiday</th>
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<tbody>
<tr>
<td>Tuesday, October 3, 2023</td>
<td>German Unification Day</td>
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<tr>
<td>Wednesday, November 1, 2023</td>
<td>All Saints’ Day</td>
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<tr>
<td>Sunday, December 24, 2023</td>
<td>Christmas Eve</td>
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<tr>
<td>Monday, December 25, 2023</td>
<td>1.Christmas Day</td>
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<tr>
<td>Tuesday, December 26, 2023</td>
<td>2.Christmas Day</td>
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<tr>
<td>Sunday, December 31, 2023</td>
<td>New Years’ Eve</td>
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<tr>
<td>Monday, January 1, 2024</td>
<td>New Years’ Day</td>
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<td>Saturday, January 6, 2024</td>
<td>Epiphany</td>
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<td>Friday, March 29, 2024</td>
<td>Good Friday</td>
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<td>Monday, April 1, 2024</td>
<td>Easter Monday</td>
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<tr>
<td>Wednesday, May 1, 2024</td>
<td>Labor Day</td>
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<td>Thursday, May 09, 2024</td>
<td>Ascension Day</td>
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<td>Monday, May 20, 2024</td>
<td>Whith Monday</td>
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<tr>
<td>Thursday, May 30, 2024</td>
<td>Corpus Christi</td>
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Contact for students in English Master’s programs: 

**Kerstin Glaser**

International Office  
Pfaffenwaldring 60  
70569 Stuttgart  
Phone +49 (0)711 685-686 08

My office is located on Campus Vaihingen at the International Center (IZ) on the 1st floor.

📧 incoming@ia.uni-stuttgart.de

Please name your study program when you contact the International Office. Thank you!

We are looking forward to welcoming you in Stuttgart!  
Your International Office