

## Application Procedures: Exchange Students at the University of Regensburg (D REGENSB01)

### 1. Applying at the university in your home country

for application formalities and deadlines, please contact your university at home

Selection by your university at home

Nomination to the University of Regensburg

### 2. Submitting the application documents to the University of Regensburg

You will find all documents in the download section of our homepage:  
<http://www.uni-regensburg.de/ur-international/exchange-students/download/index.html>

#### The following documents are to be submitted:

#### Students with a good command of German (400 hours or more of German-language instruction)

- Application for admission
- Housing Application Form
- Copy of passport/ ID Card
- For the English-taught course program: proof of English; for English courses in Chemistry, additionally Learning Agreement

#### Students with a weak command of German (less than 400 hours of German-language instruction)

- Application for admission
- Housing Application Form
- Language Course Application Form
- Copy of passport/ ID Card
- For the English-taught course program: proof of English; for English courses in Chemistry, additionally Learning Agreement

#### Please send the documents to the following address:

**Universität Regensburg, International Office, Susanne Gschneider  
Universitätsstr. 31, D- 93053 Regensburg, Deutschland**

**Deadline:**

**15. May for the winter semester, 15 November for the summer semester**

### 3. Information packet

Approximately in mid July or in mid January, you will receive from us an information packet with the following documents:

- **Letter of acceptance** to the University of Regensburg (*Zulassungsbescheid*) **Room offer with acceptance form**
- **Orientation Guide** for international students
- **Participants in the language course** additionally receive: **confirmation of participation to the language course (ILC)**

### 4. Returning the documents and payment

Please fill out the following documents from the information packet and mail them back to us  
(**Deadline:** see information packet):

- **Declaration of acceptance for room in a student dormitory**
- **Additional for language-course participants: confirmation of participation - ILC**

Along with them, please remit the **security deposit** and **reservation fee** for your dorm room as well as the **student service fee**. Language-course participants must pay the **language-course fee** in addition.

**After that, your application and room reservation are concluded!**