

# Welcome to Pforzheim University

HS PF



Meet the International Office – Winter Semester 2024/25 Version (27th of April, 2024)

## **Meike Anna Schwarz**

Manager Incoming Exchange Students, International Programs Office (AAA)

## **Jochen Ebert**

Head International Department, Business School (ISP & IMEP)





# Agenda for today

- Location
  - University
  - Exchange Programs
  - Application Process
  - Learning Agreement
  - Visa Process
  - Health Insurance
  - Semester Service Fee
  - Housing
  - Onboarding
- 
- Q&A (Please write your questions in the chat for after the presentation)

HS PF



# Video about Pforzheim University (English Version)



[https://www.youtube.com/watch?v=JOt\\_jgWC0rM](https://www.youtube.com/watch?v=JOt_jgWC0rM)





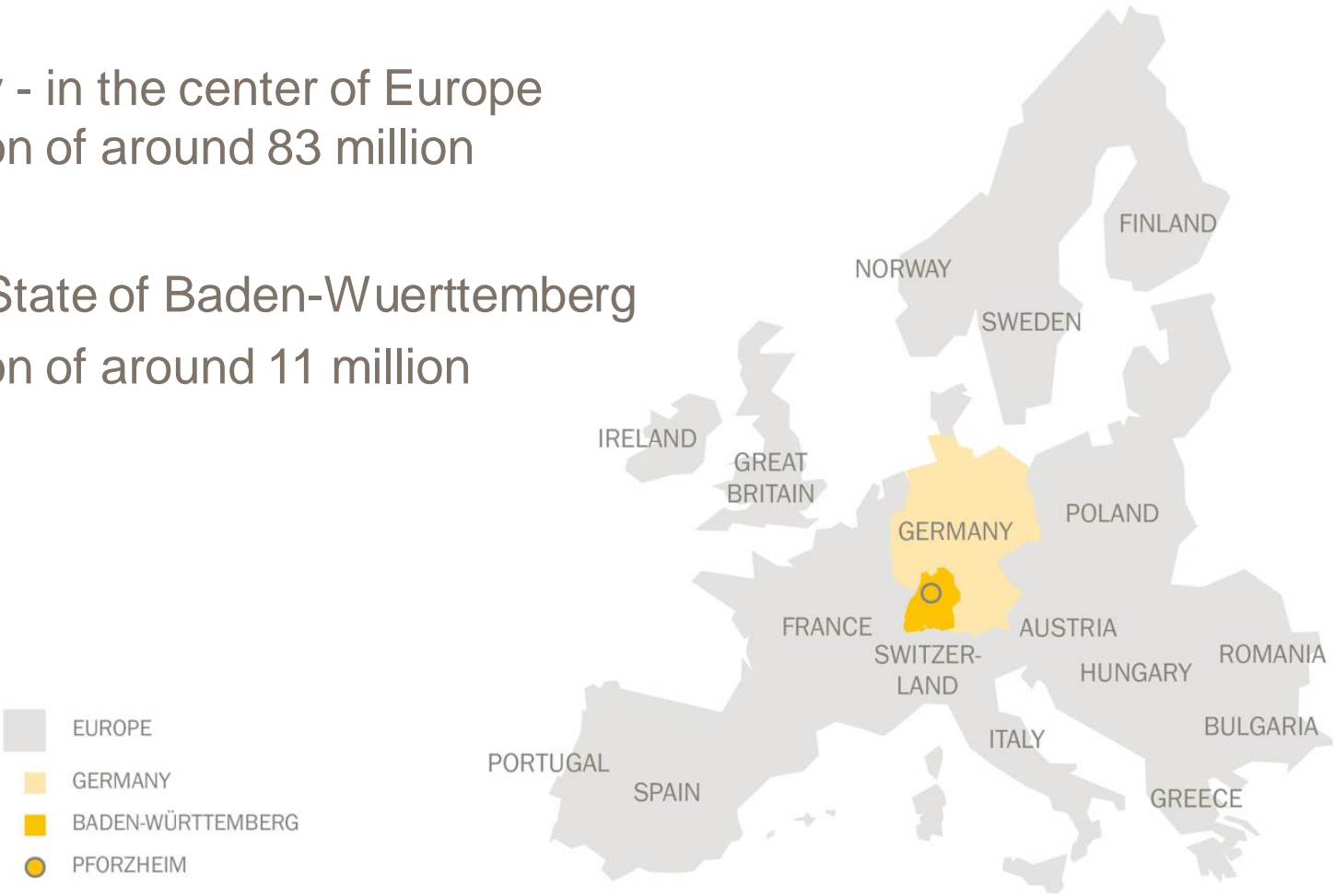
**WHERE  
WE ARE.**



# Geographical Location

Germany - in the center of Europe  
Population of around 83 million

Federal State of Baden-Wuerttemberg  
Population of around 11 million



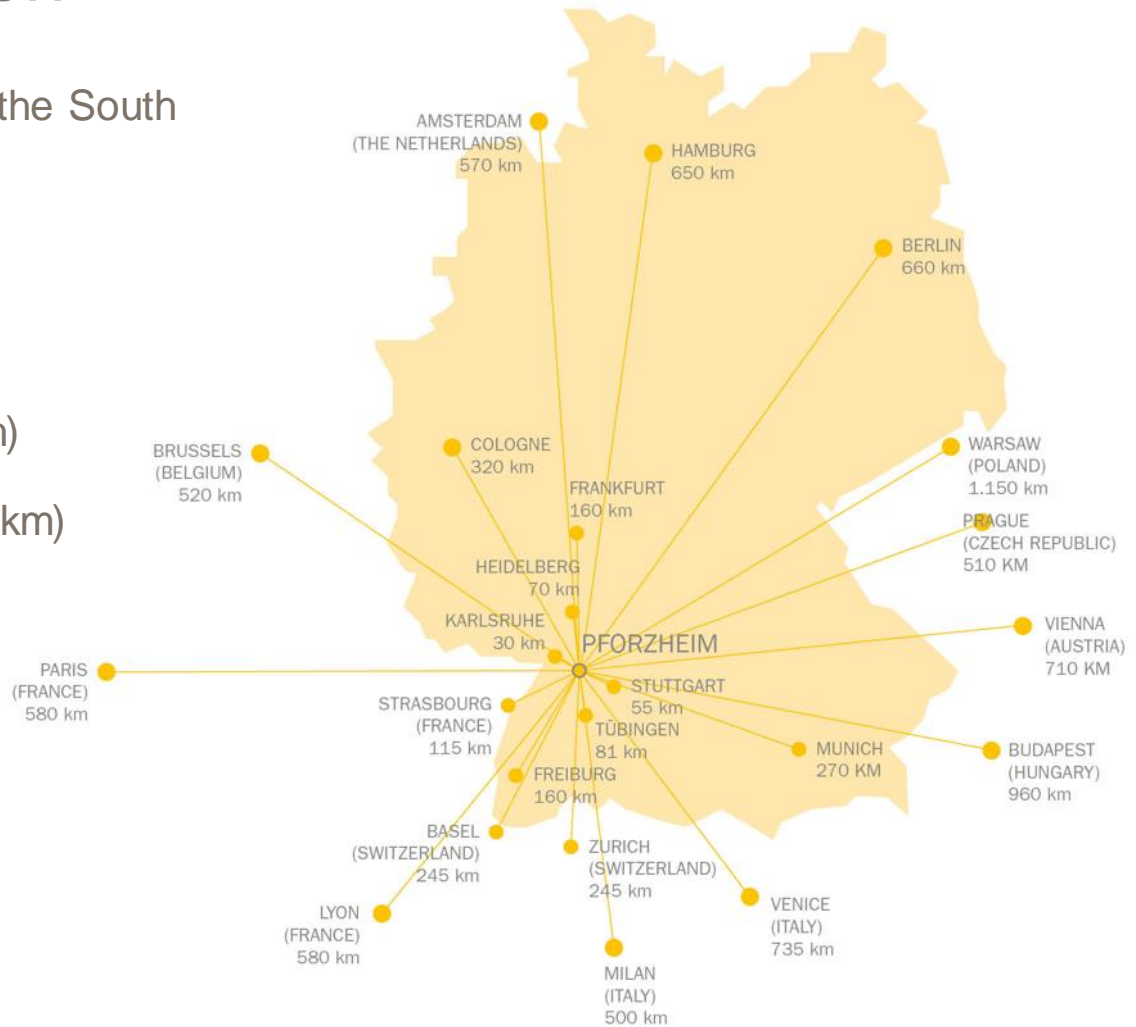


# Geographical Location

Baden-Wuerttemberg is located in the South West of Germany

Distances from Pforzheim:

- Close to France (40 km)
- Switzerland and Austria (200 km)
- Capital Stuttgart in the east (40 km)
- Next airports:
  - Stuttgart (45 km)
  - Baden-Baden (60 km)
  - Frankfurt a. M. (160 km)





# Baden-Württemberg NOT ONLY STEREOTYPES.





# Pforzheim Golden City and Gateway to the Black Forest



- Industrial city at the northern edge of the black forest
- Inhabitants: 320.000 (City: 120.000, County: 200.000)
- Jewellery manufacturing since 1767 leading in jewellery & silver production (Chopard, Wellendorff, etc.)
- Major industrial companies nearby:





# PFORZHEIM UNIVERSITY



# Pforzheim University

- Public university under supervision of the state of Baden-Wuerttemberg
- University of Applied Sciences - highly practical focus
- Founded in 1992 as a merger of
  - ❖ **Pforzheim School of Design** founded in 1877
  - ❖ **Pforzheim Business School** founded in 1963
  - ❖ **School of Engineering** founded in 1992



all  
Professors  
have 5+ years  
work  
experience  
outside  
university

## University in numbers:

6.500	students
180	professors (+ international visiting profs)
300	lecturers
340	employees
28	Undergraduate programs
16	Master's degree programs



- Various non-degree study programs
- About 100 agreements on academic cooperation with partners all over the world



Business School

Students full time: 3.500

- Accredited by AACSB
- Accredited by EFMD
- All national accreditations
- One of Germany`s largest Business Schools
- Broad range of study programs
- More than 200 companies contributing

PRME Principles for Responsible Management Education



International Programs Office

Pforzheim University

# School of Engineering

Students full time: 2.300

Undergraduate programs

- Engineering & Management (Industrial Engineering)
- Mechanical Engineering
- Electrical Engineering
- Computer Engineering
- Mechatronics
- Medical Engineering

International Programs Office

Pforzheim University





# School of Design

Students full time: 700

Undergraduate programs

- Accessory Design
- Industrial Design
- Fashion
- Jewellery
- Transportation Design
- Visual Communication

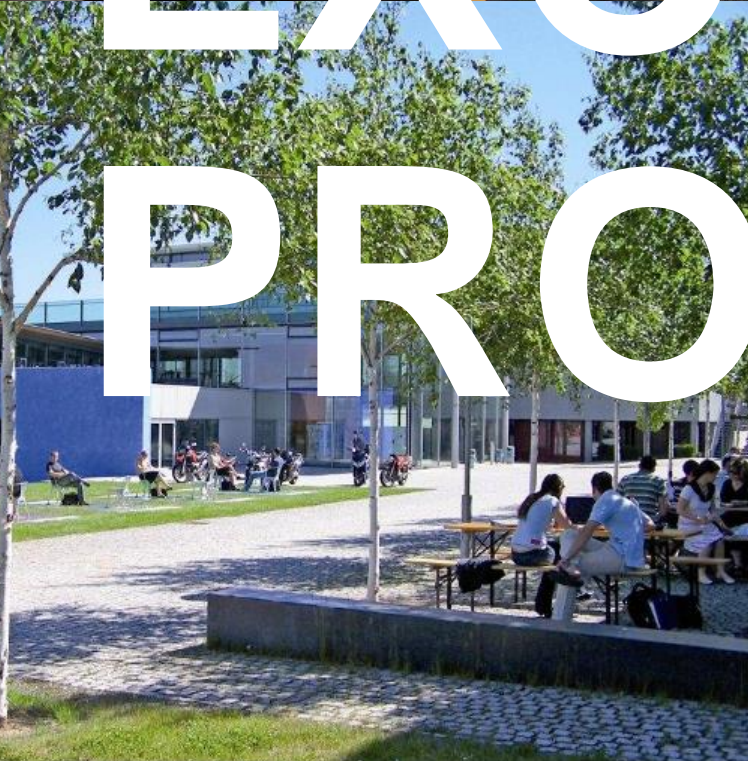
<https://designpf.hs-pforzheim.de/en/international>

International Programs Office

Pforzheim University







# EXCHANGE PROGRAMS



# Our Exchange Programs – An Overview

No  
knowledge  
in German  
required!



## Non-degree seeking Programs

Bachelor Level (Business):

International Study Program (ISP)

Master Level (Business):

International Master  
Exchange Program (IMEP)

BA & MA Design Students

## Double Degree Programs

B.Sc. in International Business

B.Sc. in International Marketing

B.Sc. in Industrial Engineering

M.Sc. in Controlling, Finance &  
Accounting (MACFA)

M.Sc. in Information Systems (MIS)

# Exchange Programs (Business & Engineering)

## International Study Program (ISP for Bachelor)

## International Master Exchange Program (IMEP for Master, winter only)

Degree	Non-degree seeking Exchange programs with credit transfer	Courses
Duration	1 - 3 semesters (ISP) 1 semester (IMEP)	<b>Bachelor level: 60+ courses from 9 subject areas</b>
Language	<ul style="list-style-type: none"><li>All courses in English, German also possible</li><li>English min. advanced B2 level (recommended is C1)</li></ul>	<b>Master level: 20+ courses from 3 subject areas</b>  Course Catalogue:  ISP: <a href="http://www.hs-pforzheim.de/isp/courses">http://www.hs-pforzheim.de/isp/courses</a>
Internship	Optional (30 ECTS for 100 working days)	<b>IMEP (winter only):</b> <a href="http://www.hs-pforzheim.de/imep/courses">http://www.hs-pforzheim.de/imep/courses</a>





## The ISP offers two non-degree certificates on Bachelor level

The “**Certificate International Study Program**” issued to students who successfully complete courses with a total workload of 30 ECTS credits.

The “**Diploma International Study Program**” for students earning 60 ECTS credits within two semesters.

Students may achieve the required number of credits

- by successfully passing courses with a total workload of 60 ECTS credits, or
- by combining successfully completed courses with a total workload of 30 ECTS credits from the first semester of study, with an one-semester internship completed in the second semester.

# Exchange Programs Double Degree - Bachelor

<b>Degree</b>	Bachelor of Science	<b>Courses</b>
<b>Duration</b>	3 semester	
<b>Language</b>	<ul style="list-style-type: none"><li>• All courses in English</li><li>• Target: German B1 at the end of the studies</li></ul>	
<b>Internship</b>	mandatory (100 working days)	
<b>Thesis</b>	<ul style="list-style-type: none"><li>• International Business</li><li>• Internatinoal Marketing; depending on home university (e.g. students from Ljubiljana are doing their thesis in Pforzheim)</li></ul>	
		Course selection accordingly to study plan

# Exchange Programs Double Degree - Master

<b>Degree</b>	Master of Science	<b>Courses</b>
Duration	2 semester	Course selection accordingly to study plan
Language	All courses in English	
Thesis	mandatory	



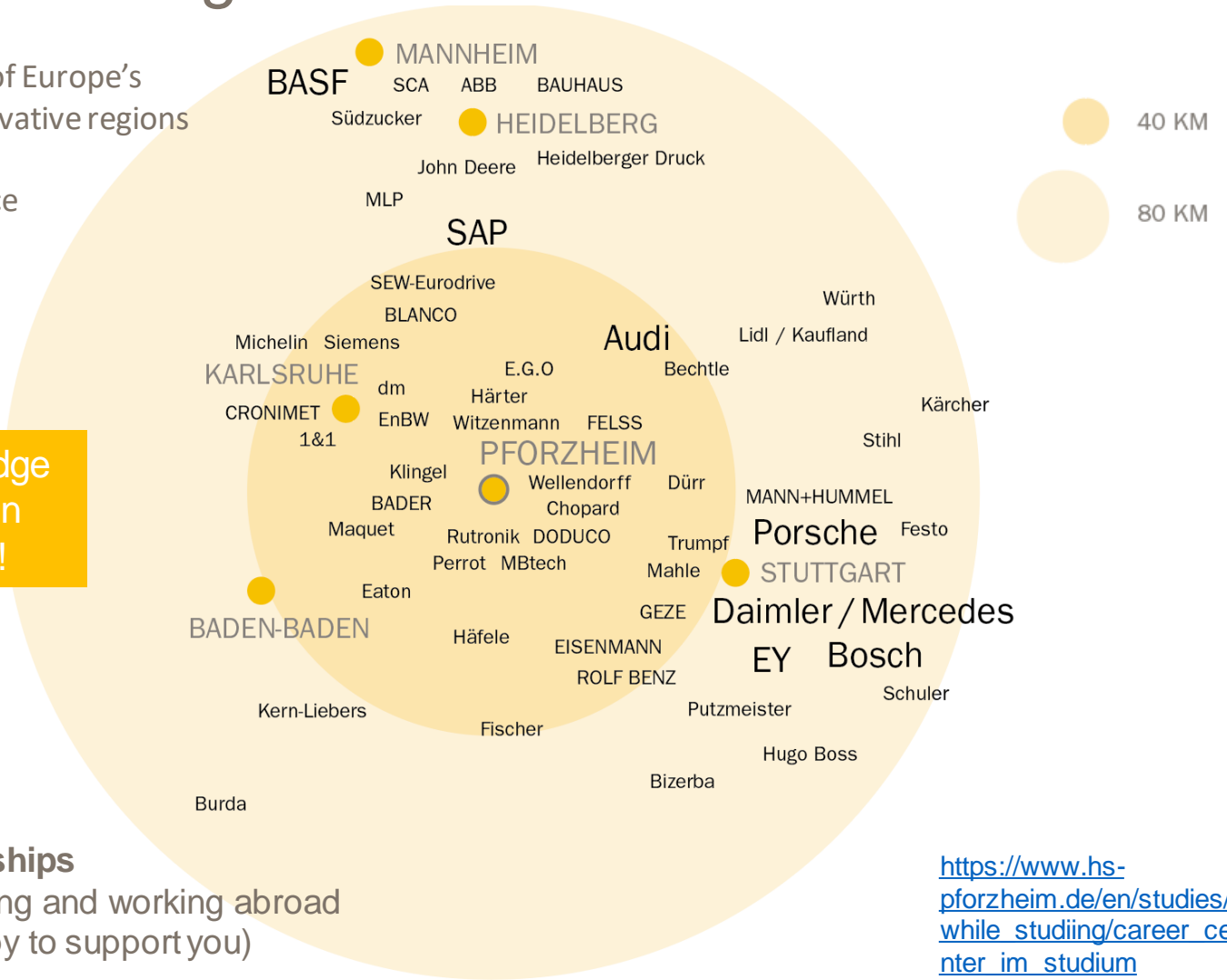
# Exchange Programs Design

<b>Degree</b>	Non-degree seeking exchange programs with credit transfer	<b>Courses</b>
<b>Duration</b>	1 semester	
<b>Language</b>	<ul style="list-style-type: none"><li>• All courses in English, German also possible</li><li>• English min. advanced B2 level (recommended is C1)</li></ul>	

# Companies in our region

Pforzheim is located in one of Europe's most industrialized and innovative regions and therefore perfect to get some practical experience as well

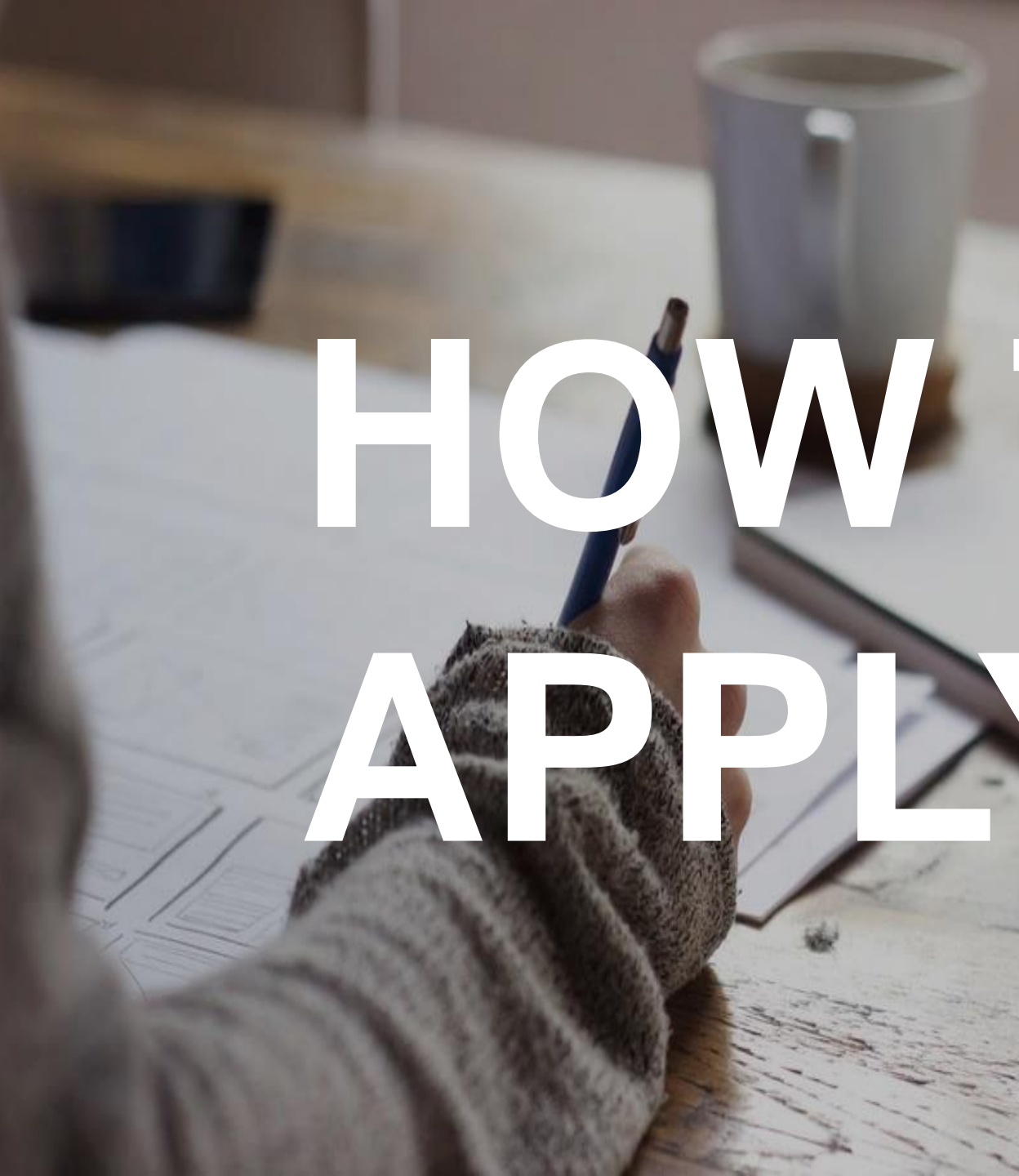
No knowledge in German required!



We offer access to **internships** for a combination of studying and working abroad (our [Career Center](#) is happy to support you)

[https://www.hs-pforzheim.de/en/studies/while\\_studiing/career\\_center\\_im\\_studium](https://www.hs-pforzheim.de/en/studies/while_studiing/career_center_im_studium)

**HOW TO  
APPLY.**





PFORZHEIM UNIVERSITY

# Application Process

Your next steps



01

Documents  
(incl. Learning  
Agreement)



02

Letter of  
Acceptance



03

Visa  
(only non EU)



04

Housing



05

Health  
insurance



06

Enrollment



07

Welcome

International Programs Office

Pforzheim University

HS PF 

# Nomination in our online system

Your Home University has nominated you in our online system.

You will receive an e-mail (Also check your spam folder!)

**Please follow the steps in the system and upload the requested documents in order to receive your Letter of Acceptance.**

We ask you to upload:

- A picture of you in jpg (for the student ID card)
- A copy of your passport
- A transcript of records from your home university
- A proof of English language (a proof from your home university is sufficient, if you are a native speaker you don't need that of course)

In case something is missing, we will of course inform you. You don't need to send the documents via e-mail.



# Login in our online system



After you have registered you can simply use the link to log in:

[https://www.service4mobility.com/europe/LoginServlet?sprache=en&identifier=PFORZHE01&ben\\_login](https://www.service4mobility.com/europe/LoginServlet?sprache=en&identifier=PFORZHE01&ben_login)

(Please click on „Login“ on the right upper corner, NOT application form!)

If you have forgotten your password you can reset it here, as well.

You will find your login (name for login) in the registration e-mail.





# Application in our online system

This overview shows you all necessary steps to complete your application, in the required order.

**Applicant details**

Last name	Exchange	Host country	Germany
First name	Student	Host institution	PFORZHE01 - PFORZHEIM UNIVERSITY
Date of birth	01/01/1999	Start of the exchange	01/03/2023
Country of home university	Belgium	End of exchange	30/09/2023
Home university	LIEGE01 - UNIVERSITE DE LIEGE		

Necessary steps	Done	Done on	Done by	Direct access via following link
<b>Before the mobility - Application and registration</b>				
Online registration	<input checked="" type="checkbox"/>	07/10/2022		
Nomination confirmation e-mail received	<input checked="" type="checkbox"/>			
Online application	<input checked="" type="checkbox"/>	13/10/2022	Student Exchange	<a href="#">Complete online application form</a>
Personal details completed	<input type="checkbox"/>			<a href="#">Complete personal details</a>
Application photo uploaded	<input type="checkbox"/>			
Passport or ID card number entered	<input type="checkbox"/>			
Passport or ID card uploaded	<input type="checkbox"/>			
<b>Transcript of Records hochgeladen</b>	<input type="checkbox"/>			
Bachelor certificate uploaded (optional, only necessary for Master students)	<input type="checkbox"/>			
Language certificate English uploaded	<input type="checkbox"/>			
Language certificate German uploaded (optional, only necessary for students studying in German)	<input type="checkbox"/>			
Uploads complete	<input type="checkbox"/>			
Application checked	<input type="checkbox"/>			



# Change your personal details

1.

Edit application (ID = 1320784) Enable tool icon

Back **Forward to update**

Master data | Personal details | Pipeline | Display application workflow | Documents (0) | E-mails (3)

Application data [Open all sub groups](#) [Close all sub groups](#)

Type of person  Students/Trainees  Teachers \*

Type of application  Incomings  Outgoings \*

General exchange program Incoming \* ⓘ

Exchange program Erasmus (SMS) \* ⓘ

Academic year 2022/2023 \* ⓘ

Semester SS 2023 \* ⓘ

Duration of stay  1 Semester  2 Semesters \*

Personal data

Last name Exchange \*

First name Student \*

Gender  Male  Female  Diverse \*

Date of birth 01/01/1999 \*

Country of birth Amerikanisch-Samoa \* ⓘ

Place of birth errr \*

Nationality Albania \* ⓘ

**Further information**

EU citizen No

Optional: 2. Nationality <-- No choice --> ⓘ

Email address meike.schwarz@hs-pforzheim.de \*

I need a visa to enter the country  Yes  No \*

Contact person in case of emergency

Last name of your contact eth \*

First name of your contact wetzl \*

E-mail address of contact person ett@gmx.net \*

2.

Edit application (ID = 1320784)

Back **Update**

Master data | Personal details | Pipeline | Display application workflow

Application data [Open all sub groups](#) [Close all sub groups](#)

Type of person  Students/Trainees  Teachers \*

Type of application  Incomings  Outgoings \*

General exchange program Incoming

Exchange program Erasmus (SMS)

Academic year 2022/2023

Semester SS 2023

Duration of stay  1 Semester  2 Semesters \*

Personal data

Last name Exchange

First name Student

Gender  Male  Female

Date of birth 01/01/1999 \*

Country of birth Amerikanisch-Samoa

Place of birth errr

Nationality Albania

**Further information**

EU citizen No

Optional: 2. Nationality <-- No choice -->

Email address meike.schwarz@hs-pforzheim.de

I need a visa to enter the country  Yes  No \*

Contact person in case of emergency

Last name of your contact eth

First name of your contact wetzl

E-mail address of contact person ett@gmx.net



02

03

04

05

06

07

# Confirm Uploads!

+	Necessary steps	Done	Done on	Done by	Direct access via following link
	Personal details completed	<input checked="" type="checkbox"/>	13/10/2022	[Redacted]	<a href="#">Complete personal details</a>
	Application photo uploaded	<input checked="" type="checkbox"/>	08/11/2022	[Redacted]	<a href="#">Upload application photo</a>
	Passport or ID card number entered	<input checked="" type="checkbox"/>			
	Passport or ID card uploaded	<input checked="" type="checkbox"/>	08/11/2022	[Redacted]	<a href="#">Upload passport or ID card</a>
	Transcript of Records hochgeladen	<input checked="" type="checkbox"/>	09/11/2022	[Redacted]	<a href="#">Transcript of Records hochladen</a>
	Bachelor certificate uploaded (optional, only necessary for Master students)	<input type="checkbox"/>			<a href="#">Upload Bachelor certificate (optional)</a>
	Language certificate English uploaded	<input checked="" type="checkbox"/>	09/11/2022	[Redacted]	<a href="#">Upload language certificate English</a>
	Language certificate German uploaded (optional, only necessary for students studying in German)	<input type="checkbox"/>			<a href="#">Upload language certificate German (optional)</a>
	<b>Uploads complete</b>	<input type="checkbox"/>			<a href="#">Confirm uploads</a>
	Application checked	<input type="checkbox"/>			
	E-Mail concerning Acceptance received	<input type="checkbox"/>			
	Letter of Acceptance downloaded	<input type="checkbox"/>			
	Letter of Acceptance checked	<input type="checkbox"/>			





STRAND

KINNES

ZELTEINGANG

AUSGANG / BUS

OPVA

RÄDER

ASSE

BOOTA

KINO

WHAT?  
WHERE?  
WHEN?



# Academic Calendar

**Fast Track**  
option for selected  
courses in Winter;  
semester ends  
before  
Christmas

2 semesters per year:



- **Winter Semester:** End of September – Mid-February (including examination period)  
(Fast Track option ends before Christmas)



- **Summer Semester:** 2nd week of March – Mid-July (including examination period)

- German pre-semester language courses 4 weeks before semester start

**Deadlines for international applications (until step personal details – downloads can be done later!):**



- For Winter: May, 15



- For Summer: October, 15

**The earlier you  
finish the  
application, the  
earlier you will  
receive the Letter  
of Acceptance**

Academic Calendar:  
[https://businesspf.hs-pforzheim.de/international/international\\_study\\_program\\_jsp/information\\_for\\_incoming\\_bachelor\\_exchange\\_students/academic\\_year/](https://businesspf.hs-pforzheim.de/international/international_study_program_jsp/information_for_incoming_bachelor_exchange_students/academic_year/)

# VISA

- Only necessary for non EU students
- Exceptions: Not applicable for students from Australia, UK, Canada, Israel, Japan, South Korea, New Zealand, USA, Andorra, Brazil, El Salvador, Honduras, Monaco and San Marino who usually enter Germany without a visa.
- If you need to specify a contact person, you can use the following details:

Meike Anna Schwarz (Ms)  
International Programs / Akademisches Auslandsamt  
Pforzheim University  
Tiefenbronnerstr. 65  
75175 Pforzheim DE

+49 7231 28 6147  
[aaa@hs-pforzheim.de](mailto:aaa@hs-pforzheim.de)

You might need to declare your financial situation, e.g. by opening a blocked account



01



02



04



05



06



07



# Health Insurance

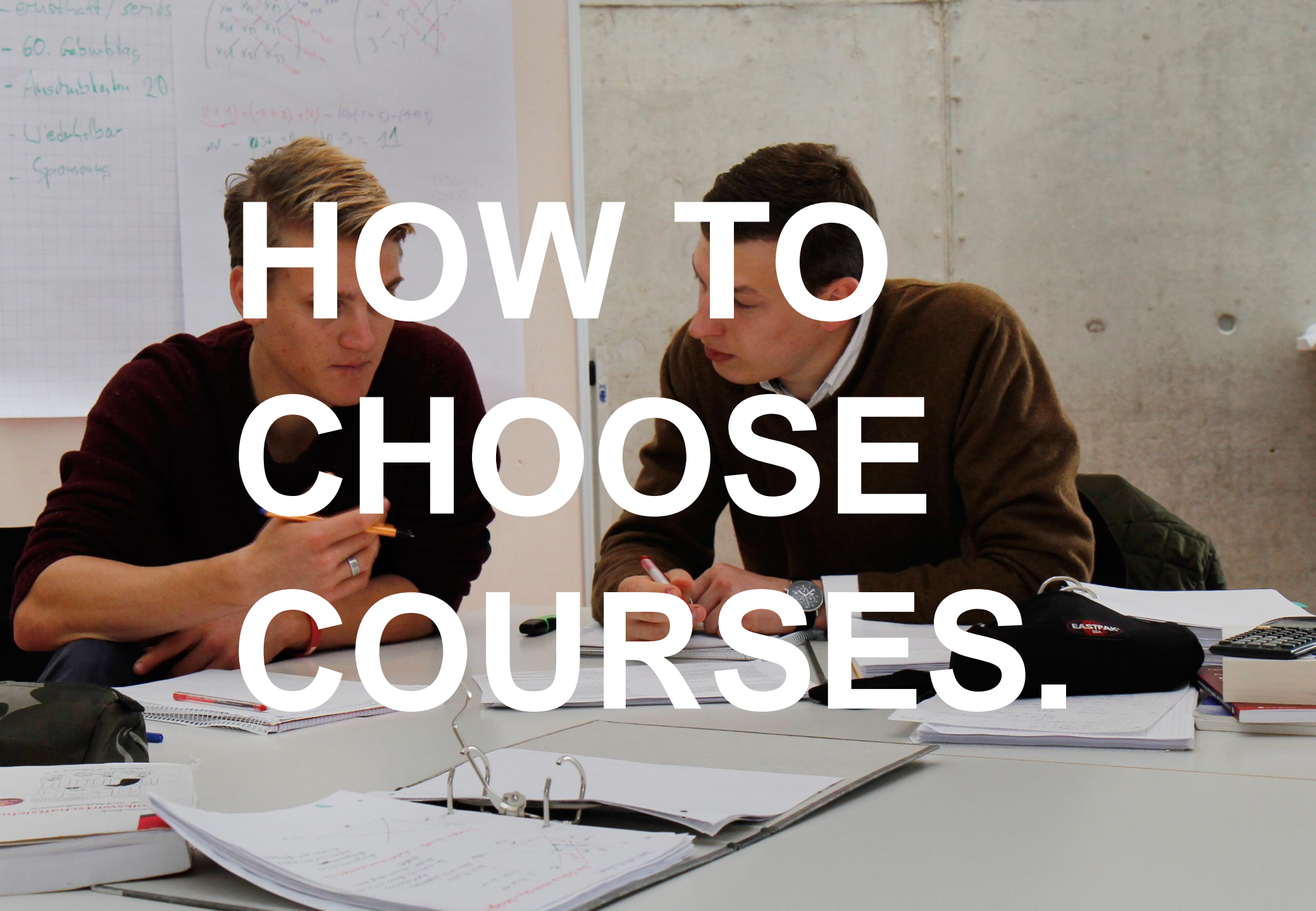
- Students from the EU students need to have a valid EHIC (European Health Insurance Card)
- Students from non EU countries need to buy a public or private health insurance for Germany
- Exceptions: Germany has signed agreements with the following countries for the recognition of national health insurance: Bosnia-Herzegovina, Iceland, Israel, Liechtenstein, Morocco, Montenegro, Norway, North Macedonia, Switzerland, Serbia, Tunisia, Turkey and UK. Students coming from these countries can apply for a document similar to the EHIC and therefore, usually don't have to purchase additional health insurance (please follow the instructions for EU students)
- You have to get your **insurance validated by a German health insurance company**. You can simply send them an e-mail with your insurance and they will provide you with a certificate
- **IMPORTANT: Please make sure that the name you tell the health insurance company matches exactly the name on your letter of acceptance!**



- 60. Geburtstag  
- Ausdrucksform 20  
- Wiederholbar  
- Spontansung

$$\begin{pmatrix} x_{11} & x_{12} & x_{13} \\ x_{21} & x_{22} & x_{23} \\ x_{31} & x_{32} & x_{33} \end{pmatrix} \begin{pmatrix} 1 \\ 2 \\ 3 \end{pmatrix} = \begin{pmatrix} 1 \\ 2 \\ 3 \end{pmatrix}$$
$$(1+2+3) + (1+2+3) = 6 + 6 = 12$$
$$12 - 12 = 0 = 11$$

# HOW TO CHOOSE COURSES.



# Learning Agreement – Online (only Erasmus)

Online Learning Agreement (OLA)

--> We appreciate to sign your Learning Agreement online



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# Learning Agreement - Erasmus

- Before / During / After mobility
- Erasmus Code: D PFORZHE01



**Erasmus+**

**Learning Agreement**  
**Student Mobility for Studies**

**Higher Education:**  
**Learning Agreement form**  
*Student's name*  
*Academic Year 20.../20...*

<b>Student</b>	Last name(s)	First name(s)	Date of birth	Nationality <sup>1</sup>	Sex [M/F]	Study cycle <sup>2</sup>	Field of education <sup>3</sup>
<b>Sending Institution</b>	<b>Name</b>	<b>Faculty/Department</b>	<b>Erasmus code<sup>4</sup> (if applicable)</b>	<b>Address</b>	<b>Country</b>	<b>Contact person name<sup>5</sup>; email; phone</b>	
<b>Receiving Institution</b>	<b>Name</b>	<b>Faculty/ Department</b>	<b>Erasmus code (if applicable)</b>	<b>Address</b>	<b>Country</b>	<b>Contact person name; email; phone</b>	

**Before the mobility**

<i>Study Programme at the Receiving Institution</i>				
Planned period of the mobility: from [month/year] ..... to [month/year] .....				
<b>Table A Before the mobility</b>	<b>Component<sup>6</sup> code (if any)</b>	<b>Component title at the Receiving Institution (as indicated in the course catalogue<sup>7</sup>)</b>	<b>Semester [e.g. autumn/spring; term]</b>	<b>Number of ECTS credits (or equivalent)<sup>8</sup> to be awarded by the Receiving Institution upon successful completion</b>

# Learning Agreement – Non-Erasmus/ Overseas

- Before / During / After mobility

<b>Total of ECTS credits</b>			
<b>Student's signature</b>			
<b>Sending institution</b>			
<b>We confirm that the above outlined study program is approved</b>			
<b>Departmental coordinator (Faculty)</b>		<b>Institutional coordinator (International Office)</b>	
<b>Name</b>		<b>Name</b>	
<b>Signature</b>		<b>Signature</b>	
<b>Date</b>		<b>Date</b>	
<b>Receiving institution</b>			
<b>We confirm that the above outlined study program is approved</b>			
<b>Departmental coordinator (Faculty)</b>		<b>Institutional coordinator (International Office)</b>	
<b>Name</b>		<b>Name</b>	
<b>Signature</b>		<b>Signature</b>	
<b>Date</b>		<b>Date</b>	

# How to choose courses

[Here you can find the Online Course list for exchange students \(Business & Engineering\)](#)

Double Degree & Design Students please contact your coordinator at Pforzheim University for more information about courses.

Course ID	Course Title	ECTS Credits [total classroom contact hours]	Summer Semester 2024	Winter Semester 2024/25	Summer Semester 2025 tentative	Latest Syllabi*
<b>Accounting / Investment / Finance</b>						
ACC2041	International Accounting (IFRS)	3 [30]	yes	yes	yes	<u>S2024</u>
AUD3031	International Accounting (IFRS)	3 [30]	yes	yes	yes	<u>S2024</u>
BAE2512	Management Accounting	2 [30]	yes	yes	yes	<u>S2024</u>



# How to choose courses

Course list & syllabi

How to choose courses

Online time table

Course ID	Course Title	ECTS Credits [total classroom contact hours]	Summer Semester 2024	Winter Semester 2024/25	Summer Semester 2025 <i>tentative</i>	Latest Syllabi*
Accounting / Investment / Finance						
ACC2041	International Accounting (IFRS)	3 [30]	yes	yes	yes	<u>S2024</u>
AUD3031	International Accounting (IFRS)	3 [30]	yes	yes	yes	<u>S2024</u>
BAE2512	Management Accounting	2 [30]	yes	yes	yes	<u>S2024</u>

International Programs Office

Pforzheim University

# How to choose courses – Fast Track Option

**Fast Track**  
option for selected  
courses in Winter;  
semester ends  
before  
Christmas

Course list & syllabi		How to choose courses		Online time table		
Contextual Studies						
			Summer Semester 2024	Winter Semester 2024/25 tentative	Summer Semester 2025 tentative	Latest Syllabus
IBU1104	Doing Business in Germany and Europe	6 [45]	yes	yes Fast Track	yes	<u>S2024</u>
IBU2131	Challenges and Perspectives of the European Integration	5 [45]	yes	yes Fast Track	yes	<u>S2024</u>
SIC1104	Cross-cultural Competencies	2 [15]	yes	yes Fast Track	yes	<u>S2024</u>
SSC1102	The History of German Art	3 [30]	yes	yes Fast Track	yes	<u>S2024</u>



# Your Contact Person for Course Choices

You want to hand in your Learning Agreement or have questions about courses?  
Please contact your coordinator at Pforzheim University directly:

For Business & Engineering exchange students (Bachelor & Master level)

→ Mr. Jochen Ebert [jochen.ebert@hs-pforzheim.de](mailto:jochen.ebert@hs-pforzheim.de)

For Double Degree Students Bachelor International Business

→ Ms. Angela Greilich [angela.greilich@hs-pforzheim.de](mailto:angela.greilich@hs-pforzheim.de)

For Double Degree Students Bachelor International Marketing

→ Mrs. Ilona Kaufmann [ilona.kaufmann@hs-pforzheim.de](mailto:ilona.kaufmann@hs-pforzheim.de)

For Double Degree Students Master Information Systems

→ Prof. Dr. Peter Weiß [peter.weiss@hs-pforzheim.de](mailto:peter.weiss@hs-pforzheim.de)

For Design Students

→ Mrs. Barbara Dofek [exchange.design@hs-pforzheim.de](mailto:exchange.design@hs-pforzheim.de)





LIVING

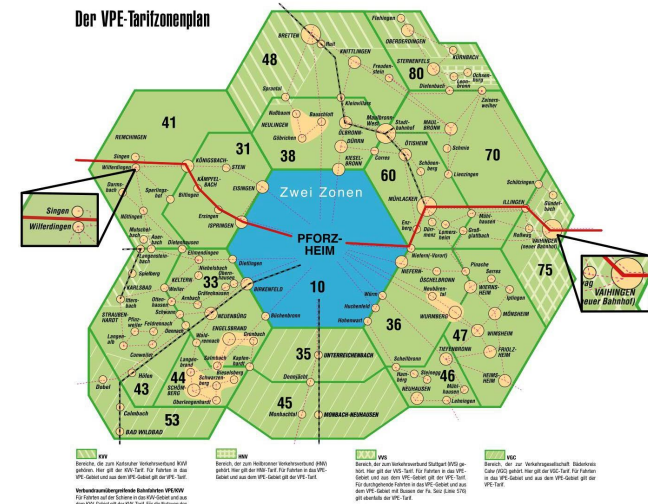


# Enrollment and Cost



Free public transport

- Tuition: None for exchange students
- Student Service Fee: 120 Euro per semester 20 Euro Student ID card (To run cafeterias & facilities + free public transport)
- Free Public transport: With your student ID card you get free access to public transport in Pforzheim and parts of the region
- (cheap trips with the Deutschlandticket!)



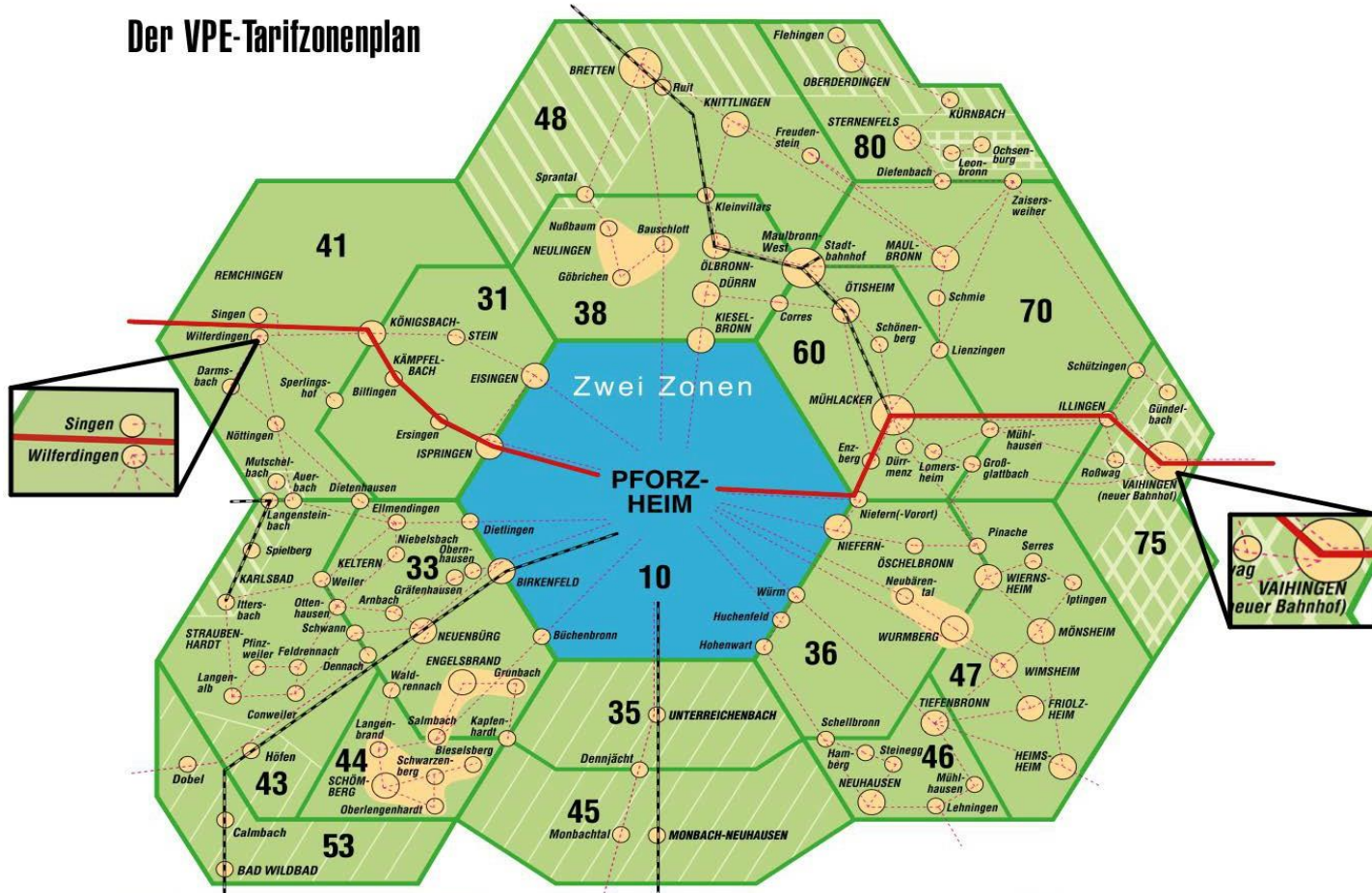
01 02 03 04 05 07

# Der VPE-Tarifzonenplan

Free public transport



Direction Karlsruhe



Direction Stuttgart



**KVV**  
 Bereiche, die zum Karlsruher Verkehrsverbund (KVV) gehören. Hier gilt der KVV-Tarif. Für Fahrten in das VPE-Gebiet und aus dem VPE-Gebiet gilt der VPE-Tarif.

**HNV**  
 Bereich, der zum Heilbronner Verkehrsverbund (HNV) gehört. Hier gilt der HNV-Tarif. Für Fahrten in das VPE-Gebiet und aus dem VPE-Gebiet gilt der VPE-Tarif.

**VVS**  
 Bereich, der zum Verkehrsverbund Stuttgart (VVS) gehört. Hier gilt der VVS-Tarif. Für Fahrten in das VPE-Gebiet und aus dem VPE-Gebiet gilt der VPE-Tarif. Für durchgehende Fahrten in das VPE-Gebiet und aus dem VPE-Gebiet mit Bussen der Fa. Seiz (Linie 576) gilt ebenfalls der VPE-Tarif.

**VGC**  
 Bereich, der zur Verkehrsgesellschaft Bäderkreis Calw (VGC) gehört. Hier gilt der VGC-Tarif. Für Fahrten in das VPE-Gebiet und aus dem VPE-Gebiet gilt der VPE-Tarif.

**Verbundraumübergreifende Bahnfahrten VPE/KVV**  
 Für Fahrten auf der Schiene in das KVV-Gebiet und aus dem KVV-Gebiet gilt der KVV-Tarif. Für die Nutzung des Schienenverkehrs innerhalb des des VPE-Gebietes gilt der VPE-Tarif.

www.vpe.de

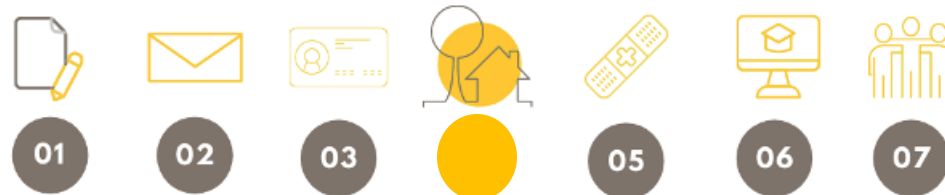
01 02 03 04 05 07

# Housing

- About 500 rooms in 4 public student halls and 2 private dorms in Pforzheim
- They can be rent via Studierendenwerk Karlsruhe or the respective dorm
- All rooms are single bedrooms: you only share the facilities
- Prices range between 300 and 400 Euro per month (incl. costs for heating, water, electricity and internet)
- More information on our website:
- [https://www.hs-pforzheim.de/en/international/studying\\_in\\_pforzheim/general\\_information/housing](https://www.hs-pforzheim.de/en/international/studying_in_pforzheim/general_information/housing)



There is no problem to find housing in Pforzheim – if you start applying right after admission!





## Living Expenses

### Estimated average cost of living per month in Euro



- \*Health insurance obligatory for all students / prices vary / free if you are insured within the EU



01



02



03



04



05



06



07



# Scholarships

- Your Home University can give you advice about financial support
- Pforzheim University does not offer scholarships, but:
- International students can apply to numerous organisations for a scholarship, for example:
  - the DAAD (German exchange service)
  - foundations
  - business-affiliated institutions

Information on the various types of scholarships available in the **DAAD scholarship database**:

<https://www.daad.de/en/study-and-research-in-germany/scholarships/>



01



02



03



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06



07

# ON CAMPUS



# Onboarding

- **Mandatory Welcome & Orientation Session** before the start of the semester incl. registration for courses & Pforzheim City Tour  
(Thursday, 26 + Friday September, 27 2024)
- **German as a Foreign Language (A1 to C1)** during the semester (voluntary & free, up to 5 ECTS)
- **German pre-semester course 4 weeks before lectures start** (beginner, voluntary & free, limited seats: first come, first to served, up to 5 ECTS)
- **Buddy Program** (match with a Pforzheim student)
- A variety of **student associations**
- Internship Information session in the first weeks of the semester
- Workshops & Events organized by our Career Center



**Restaurant, cafeteria & café:** on campus

**Student Union (AStA)** and about 14 further student initiatives

(Hosting events, parties & trips for all students)

[https://www.hs-pforzheim.de/en/studies/student\\_life/student\\_initiatives](https://www.hs-pforzheim.de/en/studies/student_life/student_initiatives)

**Sports & cultural activities** (organized by Student Union)

- About 20 sports groups, mainly off campus
- Various cultural activities (theatre, excursions...)





# Activities

- **Europe & Friends Day / Explore Expo**

Our incoming students present their home university & country to our outgoing students

Beginning of May / November

---> bring some typical stuff from your home country

(decoration, information about your home university / country, food etc.)

- **Fieldtrips & Events**

European Central bank, Munich, Christmas Market in Frankfurt or Strasbourg, etc.







# HOW ABOUT A HIKE?



# Explore the surrounding area – the Black Forest

- Germany's largest continuous forest area
- 160km in length, breadth up to 50km
- Highest peak: Feldberg (1.439m) – Skiing possible!



What to do in your free time?

## Pforzheim



- Wildpark (next to the University): visit the muse during two lectures or cuddel an Alpaca in the petting zoo (free entry)
- Museums
- Theatre & Orchestra
- Gasometer (exhibitions)
- Black Forest Wave (Schwarzwaldwelle for surfers)
- Gateway to the Black Forrest: West Way Trail
- Baumwipfelpfad
- Lake House (Seehaus)



International Programs Office

Pforzheim University

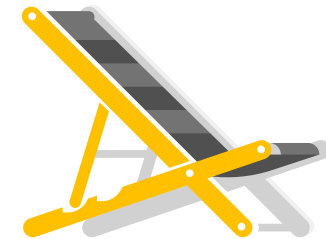
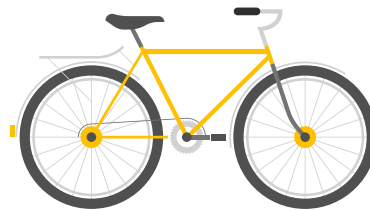


# NATURE OR CITY STROLLS?

What to do in your free time?

## Surroundings

- Black Forrest National Parc (Hiking, Biking, Winter Sports)
- Folk festivals (Oktoberfest, Cannstatter Wasen, Stuttgarter Frühlingsfest - Spring festival, wine festivals etc.)
- Carnival (in February / March)
- Christmas Markets (November & December)
- Very known wine regions Pfalz & Baden
- Theme parcs: Europapark & Holiday Park
- Trips to France, Switzerland, Austria, Czech Republic or Italy



International Programs Office

Pforzheim University

HS PF 



# Contacts

We are here to help you

## FOR COURSE RELATED QUESTIONS

## INTERNATIONAL OFFICE FOR GENERAL QUESTIONS



**Jochen**

**Uta**

**Rebecca**

**Henriette**

**Barbara**

**Meike**

Business School (ISP/IMEP)

School of  
Engineering

School of  
Design

Coordinator Incoming  
Students

[jochen.ebert@hs-pforzheim.de](mailto:jochen.ebert@hs-pforzheim.de)

[isp@hs-pforzheim.de](mailto:isp@hs-pforzheim.de)

[imep@hs-pforzheim.de](mailto:imep@hs-pforzheim.de)

[isp-engineering@hs-pforzheim.de](mailto:isp-engineering@hs-pforzheim.de)

[exchange.design@hs-pforzheim.de](mailto:exchange.design@hs-pforzheim.de)

[aaa@hs-pforzheim.de](mailto:aaa@hs-pforzheim.de)

PFORZHEIM UNIVERSITY

# Q & A

Ask the International Office



Do you need help? Maybe you can find an answer here:  
[Guide for international students, website, FAQ](#)

International Programs Office

Pforzheim University



# Helpful Links

- Mobility Online Tool: [https://www.service4mobility.com/europe/LoginServlet?sprache=en&identifier=PFORZHE01&ben\\_login](https://www.service4mobility.com/europe/LoginServlet?sprache=en&identifier=PFORZHE01&ben_login)
- General Webpage for International Students: [https://www.hs-pforzheim.de/en/international/studying\\_in\\_pforzheim/exchange\\_students](https://www.hs-pforzheim.de/en/international/studying_in_pforzheim/exchange_students)
- Course List (Business School): [https://businesspf.hs-pforzheim.de/international/international\\_study\\_program\\_isp/information\\_for\\_incoming\\_bachelor\\_exchange\\_students/business\\_courses\\_in\\_english](https://businesspf.hs-pforzheim.de/international/international_study_program_isp/information_for_incoming_bachelor_exchange_students/business_courses_in_english)
- Learning Agreement: [https://www.hs-pforzheim.de/international/kontakt\\_und\\_formulare/formulare](https://www.hs-pforzheim.de/international/kontakt_und_formulare/formulare)
- Academic Calendar & Program Dates: [https://businesspf.hs-pforzheim.de/international/international\\_study\\_program\\_isp/information\\_for\\_incoming\\_bachelor\\_exchange\\_students/academic\\_year](https://businesspf.hs-pforzheim.de/international/international_study_program_isp/information_for_incoming_bachelor_exchange_students/academic_year)
- Academic Calendar & Program Dates (IMEP): [https://businesspf.hs-pforzheim.de/international/international\\_master\\_exchange\\_program\\_imep/information\\_for\\_incoming\\_master\\_exchange\\_students/academic\\_calendar#c18290](https://businesspf.hs-pforzheim.de/international/international_master_exchange_program_imep/information_for_incoming_master_exchange_students/academic_calendar#c18290)
- Academic Calendar Design: see next page
- Housing: [https://www.hs-pforzheim.de/en/international/studying\\_in\\_pforzheim/general\\_information/housing](https://www.hs-pforzheim.de/en/international/studying_in_pforzheim/general_information/housing)
- Career Center: [https://www.hs-pforzheim.de/en/studies/while\\_studiing/career\\_center\\_im\\_studium](https://www.hs-pforzheim.de/en/studies/while_studiing/career_center_im_studium)
- Language Center: [https://www.hs-pforzheim.de/hochschule/organisation/sprachenzentrum/kursangebot/german\\_as\\_a\\_foreign\\_language\\_daf](https://www.hs-pforzheim.de/hochschule/organisation/sprachenzentrum/kursangebot/german_as_a_foreign_language_daf)
- Scholarship Database by DAAD: <https://www2.daad.de/deutschland/stipendium/datenbank/en/21148-scholarship-database/>
- Further Information about studying in Germany:
  - <https://www.studying-in-germany.org/plan-your-studies/>
  - <https://www.expatrio.com/>

## Winter Semester 2024-25

Start of free German Language Pre-Classes	September 2, 2024 - TBC
Latest Arrival Exchange Students <b>Design PF</b>	September 28, 2024
Welcome and Orientation University	September 26 - 27, 2024
Academic Advising and Registration <b>Design PF</b>	September 30 - October 4 - by appointment
German Unity Day - Bank Holiday	October 3, 2024
Welcome and Orientation - <b>Design PF</b>	September 30 - October 4, 2024
Intensive Workshops & Block Seminars <b>Design PF</b>	September 30 - October 4, 2024
Drop and Add Period <b>Design PF</b>	October 2 - 16, 2024
Short Project Industrial Design <b>Design PF</b>	October 4 - 5, 2024 - TBC
Regular Classes Begins <b>Design PF</b>	October 7, 2024
Exams - Online Course Registration <b>Design PF</b>	October 17 - 31, 2024 - by appointment
DesignPF-Camp <b>Design PF</b>	October 28 - 30, 2024
All Saints Day - Bank Holiday	November 1, 2024
Midterm review <b>Design PF</b>	November 13 - 15, 2024 - TBC
Online Course Evaluation <b>Design PF</b>	December 10 - 20, 2024
Christmas Break	December 23 - January 6, 2025
Epiphany - Bank Holiday	January 6, 2025
Assessment Thesis & Degree Projects <b>Design PF</b>	January 13 - 17, 2025
Last Day to Withdraw from Class <b>Design PF</b>	January 13, 2025
Exams - Final Assessment Period <b>Design PF</b>	January 27 - 31, 2025
Graduation - Degree Ceremony <b>Design PF</b>	February 6, 2025
End of the Semester Show <b>Design PF</b>	February 7- 8, 2025 - TBC
End-of-Semester-Party <b>Design PF</b>	February 8, 2025 - TBC



# Bis hoffentlich bald in Deutschland!

[www.hs-pforzheim.de/international](http://www.hs-pforzheim.de/international)