



Institution	Hochschule Ruhr West
Head of Institution/ President	(Mrs) Prof. Dr.-Ing. Susanne Staude
Postal Address	Postfach 10 07 55 45407 Mülheim an der Ruhr
Visitors' Address	Duisburger Str. 100 45479 Mülheim an der Ruhr
Website - in German - in English	http://www.hochschule-ruhr-west.de/ http://en.hochschule-ruhr-west.de/
Campuses	Mülheim an der Ruhr: Duisburger Straße 100 Bottrop: Lützowstraße 5
International Office	
Head of International Office and Erasmus Institutional Coordinator	Ms. Christiane Hinrichs
Coordinator Incoming Students	Aurelia Glubrecht
ERASMUS ID Code	D Mulheim01
Visitors' Address	Duisburger Str. 100 45479 Mülheim an der Ruhr
Phone	+49 (0)208 882 54 - 316
Fax	+49 (0)208 882 54 - 219
E-Mail	international.office@hs-ruhrwest.de
Departmental Coordinators	
Faculty 1 - Bottrop (Computer Science, Renewable Energy Systems and Energy Management)	Prof. Dr. Jan Pawlowski Phone: +49 208 88254-810 jan.pawlowski@hs-ruhrwest.de
Faculty 2 - Mülheim (Business Administration)	Prof. Dr. Simone Roth Phone: +49 208 88254-380 simone.roth@hs-ruhrwest.de
Faculty 3 - Mülheim (Mechanical Engineering and Civil Engineering)	Prof. Dr. Felix Meckmann Phone: +49 208 88254-465 felix.meckmann@hs-ruhrwest.de
Faculty 4 - Mülheim (Measurement and Sensor Engineering, Mechatronics, Natural Science)	Prof. Dr. David Schepers Phone: +49 208 88254-431 david.schepers@hs-ruhrwest.de Prof. Dr. Klaus Thelen Phone: +49 208 88254 389 klaus.thelen@hs-ruhrwest.de

Dates	
Semester Dates	Winter Semester (Semester 1): Sep 01 - Feb 28 Summer Semester (Semester 2): March 01 - Aug 31
Lecture Period: Summer Semester 2023 Winter Semester 2023/ 2024	March 20 - June 30, 2023 September 25, 2023 - January 19, 2024
Exam Period 2023	July 03 – July 21, 2022 (Summer Semester 2023) January 22 - Feb 09, 2024 (Winter Semester 2023/24)
Welcome Programme Summer Semester 2023 Preferred Arrival Dates Winter Semester 2023/ 2024 Preferred Arrival Dates	 March 13-17, 2023 March 06-10, 2023 September 18-22, 2023 September 11-15, 2023
Reading Weeks	April 11-14 / October 09-13, 2023
Project Weeks	May 30 - June 02 / November 13-17, 2023
Christmas Holidays 2023	December 25, 2023 - January 5, 2024
Easter Holidays 2023	April 07 (Good Friday) - April 10 (Easter Monday)
Other Holidays 2023	May 1, May 18, May 29, June 8, Oct 3, Nov 1
Language of instruction	German Modules in English available: - in Business Administration: every semester - in Engineering: in the winter semester
Grading System	Scale ranges from 1,0 to 5,0 1,0 – best possible grade 5,0 – fail grade
Fees	No tuition fee Current Student Service Fee (2022/23): € 333,06 per semester, including ticket for public transportation (valid within the federal state of NRW).
Housing/ Dorm Information	Studierendenwerk Duisburg-Essen: www.stw-edu.de Students can apply for a dorm room online
Study Guide	Nominated Students will receive a <i>Study Guide</i> with more information with their acceptance letter

Nomination Process	
Nomination by home university	<p><u>Nomination deadlines</u> Winter semester: April 30 Summer semester: December 15</p> <p>Please send an email to international.office@hs-ruhrwest.de with the following information on the students:</p> <p>First name, last name, gender, date of birth, field of study at home university, field of study at HRW, if different, e-mail address</p>
Application	<p><u>Application Deadlines</u> Winter semester: June 1 Summer semester: December 31</p> <p>Process:</p> <ol style="list-style-type: none"> 1. HRW application form for incoming exchange students 2. Add the following documents: <ul style="list-style-type: none"> - Learning Agreement. If home university does not provide it, HRW will use its own form - Curriculum Vitae in English or German - Copy of passport (Pages with personal dates) - Transcript of Records (in English) - Copy of Student ID from home university - If student wants to study in German: Proof of German language skills (B2 minimum) either by standardized tests (e.g. TestDaf) or written statement of home university. Please note that Erasmus OLS results will not be accepted. - Proof of health insurance (s. below)
Health Insurance Requirements	<p>European Health Insurance Card (EHIC) or forms E 128/E111 from home insurance company or Travel Health Insurance valid from date of entry to Germany until date of registration at HRW plus mandatory registration for public health insurance in Germany upon enrolment at HRW. Private insurance policies might be acceptable but need to be approved in Germany before enrolment.</p>