

## Universität Münster Fact-Sheet

Name of the Institution	Universität Münster
Erasmus-Code	D MUNSTER01
ECHE	101012288
OID	E10208738
Address	Schlossplatz 2, 48149 Münster
Phone	+49 (0) 251 83-0
Website	<a href="http://www.uni-muenster.de">www.uni-muenster.de</a> <a href="https://www.uni-muenster.de/InternationalOffice/en/">https://www.uni-muenster.de/InternationalOffice/en/</a>

<b>International Office</b> <b>Schlossgarten 3, 48149 Münster</b>		
<b>Erasmus+ Institutional Coordinator</b>		
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<b>Coordinator Student Mobility (Incoming &amp; Outgoing Mobility)</b>		
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<b>Exchange Student Service (Incoming Students)</b>		
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<b>Administration Outgoing Students</b>		
Team Outgoing administration	Email	<a href="mailto:erasmus.out@uni-muenster.de">erasmus.out@uni-muenster.de</a>
<b>Coordinator Staff Mobility (Incoming &amp; Outgoing Mobility)</b>		
Sonja Zeggel	Email	<a href="mailto:sonja.zeggel@uni-muenster.de">sonja.zeggel@uni-muenster.de</a>
<b>Coordinator Placement (Careers Service, only Outgoing Mobility)</b>		
Christiane Stroth	Email	<a href="mailto:christiane.stroth@uni-muenster.de">christiane.stroth@uni-muenster.de</a>



OUTGOING Students	
Selection, nomination and administration	Outgoing students of the University of Münster are selected and nominated by the departmental coordinators of their respective faculties. The departmental coordinators are the contact persons in all scientific matters. The International Office is responsible for the administrative management of the outgoing students.

INCOMING Students		
Academic calendar	The academic year is divided into two semesters: <ul style="list-style-type: none"> <li>- the winter semester starts in October, exams take place in February</li> <li>- the summer semester starts in April, exams take place in July and August.</li> </ul> Lecture periods vary slightly each year. The current academic calendar can be found at <a href="https://www.uni-muenster.de/studium/en/orga/termine.html">https://www.uni-muenster.de/studium/en/orga/termine.html</a>	
Start/end of the winter semester	<b>Start of</b>	<b>End of</b>
	Semester: 1 October	Semester: 31 March
	Lectures: approx. first week of October	Lectures: approx. first week of February
Start/end of the summer semester	<b>Start of</b>	<b>End of</b>
	Semester: 1 April	Semester: 30 September
	Lectures: approx. first week of April	Lectures: approx. third week of July
Nomination	Please send a list of nominated students to <a href="mailto:admin.ess@uni-muenster.de">admin.ess@uni-muenster.de</a> before these deadlines: For the winter semester: <b>1 April (non-EU students) / 1 May (EU students)</b> For the summer semester: <b>1 October (non-EU students) / 1 November (EU students)</b>  The list of nominated students should include the following information: Name, birth date, e-mail address, subject and term, <b>language level German and English</b>	
Application	After receiving their nominations, we will inform the nominated students about the application procedure and the required documents. Students must complete the application before these deadlines: For the winter semester: <b>1 June</b> For the summer semester: <b>1 December</b>	
Course catalogue	The course catalogue („Vorlesungsverzeichnis“) can be found at: <a href="https://www.uni-muenster.de/studium/en/studienangebot/index.html">https://www.uni-muenster.de/studium/en/studienangebot/index.html</a>  The course catalogue for the winter semester is usually available in August and the one for the summer semester in February.  Incoming students may contact their departmental exchange coordinator for further information on lectures and credit points.	
Language of instruction	Most courses are taught in <b>German</b> , only very few lectures and seminars are taught in English or other languages. <b>There are no additional courses for exchange students.</b>	



Language Courses	The University of Münster offers <b>Intensive German Language Courses</b> for exchange students at the beginning of each semester and a large variety of German language courses during the semester. Further information and application forms for the „Intensive German Language Course“ will be sent to all incoming exchange students via email.  For general information: <a href="http://www.uni-muenster.de/Sprachenzentrum/en/index.html">www.uni-muenster.de/Sprachenzentrum/en/index.html</a>
Semester contribution (mandatory)	Each student has to pay the semester contribution fee of approx. € 345 per semester. The contribution includes a public transport ticket for busses and regional trains within Münster and all of North Rhine-Westphalia.
Student housing	The University of Münster is not a campus university and does not offer accommodation to students.  <b>The housing situation in Münster is very tense and students should search for housing right after their nomination.</b> Exchange students can apply for a room with the “ <b>Studierendenwerk</b> ”, a public provider that offers rooms for students only. Information can be found here: <a href="http://www.uni-muenster.de/studieninteressierte/en/austausch/wohnen.html">www.uni-muenster.de/studieninteressierte/en/austausch/wohnen.html</a>
Health insurance	Sufficient health insurance is mandatory for enrolment at the University of Münster. More information will be sent to all incoming students after application or can be found on our website.
Contact for visa	The Exchange Student Service (admin.ess@uni-muenster.de) is the first point of contact for all enquiries from incoming students.
Students with special needs	The Exchange Student Service (admin.ess@uni-muenster.de) is the first point of contact for all enquiries from incoming students.
Website with information for incoming students	Incoming students can find the most important information to prepare for their stay on this website: <a href="http://www.uni-muenster.de/studieninteressierte/en/austausch/index.html">www.uni-muenster.de/studieninteressierte/en/austausch/index.html</a>

### Special Activities for incoming exchange students

The Exchange Student Service Team (ESS) organises a **Welcome Week** and a “**Buddy programme**” for exchange students at the beginning of each semester. Detailed information will be sent to all incoming exchange students before the start of each semester.

The ESS - Social Support team organizes in cooperation with the local “Erasmus Münster” club regular meetings and a **semester programme** (excursions, parties, cultural and leisure activities).  
You can find further information about these activities and events at [www.facebook.com/erasmus.muenster/](https://www.facebook.com/erasmus.muenster/) and [www.instagram.com/erasmusmuenster/](https://www.instagram.com/erasmusmuenster/)

The University of Münster offers a **Language Tandem Programme** in the language centre. For further information please contact: [language.tandem@uni-muenster.de](mailto:language.tandem@uni-muenster.de) or check the following link: [www.uni-muenster.de/Sprachenzentrum/tandem/](http://www.uni-muenster.de/Sprachenzentrum/tandem/)