

## Key Data Sheet – Academic Year 2016/2017

<b><i>Institution Details</i></b>	
Full Legal Name of the Institution	<b>Hochschule für Technik und Wirtschaft Dresden – HTWD</b> <b>University of Applied Sciences Dresden</b>
Erasmus ID Code	D DRESDEN01
EUC	EUCX 29744
PIC number	999651543
Head of Institution	Prof. Dr.-Ing. habil. Roland Stenzel
Address	Friedrich-List-Platz 1 01069 Dresden GERMANY
Web Site	<a href="http://www.htw-dresden.de">www.htw-dresden.de</a>
<b><i>Staff Details International Office</i></b>	
Head of International Office	<b>Mrs. Juliane Terpe</b> Akademisches Auslandsamt Hochschule für Technik und Wirtschaft Dresden Friedrich-List-Platz 1 01069 Dresden Germany
General Inquiries:	Tel: +49 351 462 3377 Email: <a href="mailto:auslandsamt@htw-dresden.de">auslandsamt@htw-dresden.de</a>
International Office Assistants	For students of the faculty Business Administration <b>Mrs. Ines Hammermüller-Sweeney</b> Tel: +49 351 462 3458 Fax: +49 351 462 2169 Email: <a href="mailto:hammerm@wiwi.htw-dresden.de">hammerm@wiwi.htw-dresden.de</a>  For students of other faculties <b>Mrs. Cornelia Jentzsch</b> Tel.: +49 351 462 3601 Email: <a href="mailto:cornelia.jentzsch@htw-dresden.de">cornelia.jentzsch@htw-dresden.de</a>

	<p>For Erasmus+ students  <b>Mrs. Lydia Holter</b>  Tel.: +49 351 462 2590  Email: <a href="mailto:lydia.holter@htw-dresden.de">lydia.holter@htw-dresden.de</a></p>
<b>General Information</b>	<a href="http://www.htw-dresden.de/en/international/international-students.html">www.htw-dresden.de/en/international/international-students.html</a>
Application Information	<p>Details about the exchange programs at HTWD, including the Application Forms and instructions about how to complete it, can be found at:</p> <p><a href="https://www.htw-dresden.de/en/international/international-students/exchange-programmes.html">https://www.htw-dresden.de/en/international/international-students/exchange-programmes.html</a></p>
Application Deadlines: Winter Semester (Oct. – Feb.) Summer Semester (March – July)	<p>June 15<sup>th</sup>  November 15<sup>th</sup> of the previous year</p>
Language of Instruction	Mainly German, some courses are offered in English (German knowledge of B2 necessary to follow German courses)
Language Courses	<p>The HTWD runs a number of language modules that are open to incoming students, for example:</p> <ul style="list-style-type: none"> <li>• German as a foreign language</li> </ul> <p>Please see:  <a href="http://www.htw-dresden.de/sprachenzentrum/sprachenzentrum.html">http://www.htw-dresden.de/sprachenzentrum/sprachenzentrum.html</a></p>
ECTS Used	Yes
ECTS Grading Scale	<p>1,0 - 1,5 = sehr gut (very good)  1,6 - 2,5 = gut (good)  2,6 - 3,5 = befriedigend (satisfactory)  3,6 - 4,0 = ausreichend (sufficient)  4,1 - 5,0 = nicht ausreichend (fail)</p> <p>5u.e. = unentschuldigt gefehlt (unexcused absence)  m.E. = mit Erfolg teilgenommen (attended)</p> <p>1 semester = 30 ECTS  2 semester = 60 ECTS</p>
Academic Calendar	<p>Please see:  <a href="https://www.htw-dresden.de/fileadmin/userfiles/htw/docs/Studium/Stuj_2016-17.pdf">https://www.htw-dresden.de/fileadmin/userfiles/htw/docs/Studium/Stuj_2016-17.pdf</a></p>
Date of Arrival at HTWD	<p>Winter semester: October 4<sup>th</sup>, 2016  Summer semester: March 13<sup>th</sup>, 2017</p>

Introduction/Orientation for Exchange Students	<p>The HTWD will run an <b>Introduction Week</b> for Incoming Students:</p> <p>Winter semester: week of 4<sup>th</sup> October 2016  Summer semester: week of 13<sup>th</sup> March 2017</p> <p>Details of introduction will be sent to students by email.</p>
<b>Important Information</b>	
Application Process	<p>Students must be nominated by their home university and send the application documents to HTWD by</p> <p>Winter semester: <b>June 15<sup>th</sup></b> or  Summer semester: <b>November 15<sup>th</sup></b> of the previous year.</p> <p>Application documents:  <a href="https://www.htw-dresden.de/en/international/international-students/exchange-programmes/application.html">https://www.htw-dresden.de/en/international/international-students/exchange-programmes/application.html</a></p> <p>Students will receive a confirmation about the arrival of their application. The admission letter will be sent directly to the partner university or the student. An information email will be sent to all accepted students.</p> <p>The International Office will keep in touch with students via email prior to their arrival at HTWD.</p>
Semester Fee	<p>We do not charge study fees but we charge a semester fee of currently € 258.30 (summer semester 2016) which includes the ticket for public transport in the region of Dresden and Saxony, a fee for the Dresden Student Services and student's council. Students pay the fee before or upon their arrival in Germany (depending on their home country). Information will be sent to the students before they arrive in Dresden.</p>
Module Selection	<p>You should send us your Learning Agreement with your application. Therein you should decide which courses you want to study during your stay at the University of Applied Sciences Dresden.</p> <p>We mainly offer courses in German. The faculty Business Administration and the program Environmental Engineering offer courses in English.</p> <p>The Module Catalogue can be found here:  <a href="https://apps.htw-dresden.de/en/modulux-moduldatenbank/frontend/strukturansicht/">https://apps.htw-dresden.de/en/modulux-moduldatenbank/frontend/strukturansicht/</a></p>

Faranto – Our Student Organisation	<p>The association Faranto e.V. will be around to help you during your whole stay in Dresden. The HTW students will pick you up from the airport, support you with filling out necessary documents, opening an account, health insurance, etc.</p> <p><a href="http://www.faranto.de">www.faranto.de</a></p>
Accommodation	<p>Exchange student can easily apply for an inexpensive student accommodation. The student accommodation is administrated by the Dresden Student Services (Studentenwerk). For an application you have to fill in the application form which can be found under:</p> <p><a href="http://www.studentenwerk-dresden.de/wohnen/antrag.html">http://www.studentenwerk-dresden.de/wohnen/antrag.html</a></p> <p><u>Attention:</u> there is a minimum stay of 3 months. You can send the completed application together with your application to study at HTWD to the International Office or directly to the Studentenwerk Dresden.</p> <p>If you wish to stay in a living community or the like, you have to search for it on your own. Web sites like <a href="http://www.wg-gesucht.de/">http://www.wg-gesucht.de/</a> may help you.</p>
Health Insurance	<p>You will need a valid health insurance for Germany in order to get matriculated at our university.</p>
Visa	<p>Citizens from countries within the European Union don't need a visa to access Germany. Citizens from non-EU countries please get information at the German embassy or consulate at your country.</p> <p>Please note that everybody who stays more than three months in Dresden has to register at the Aliens' Authority and at the Resident Registration Office.</p>