

Herzlich Willkommen – Welcome

We look forward to your participation.

We're getting ready to start. Until then, we have the following information for you:

Zoom Meeting

Please enter your complete name as used in Mobility Online. This makes it easier for us to get back to you if you have questions.

Microphone and Camera

Keep your microphone switched off during the presentation. Please switch on your camera, we'd like to see your faces 😊

Ask questions

You can ask questions after the presentation in the chat or by unmuting your microphone - please raise your hand first.

Contact us outside the chat

E: incomings-exchange@th-koeln.de
T: +49 221 8275 3772

See you soon...



Welcome to TH Köln

EARLY BIRD - Information for *PROSPECTIVE* Exchange Students on how to successfully prepare for your exchange at TH Köln

Referat für Internationale Angelegenheiten

Department of International Affairs

10.06.2025

Elin Petersson & Sandra Austrup

Incomings Exchange

Seite 2

Hochschulreferat für Internationale Angelegenheiten / Department of International Affairs

Technology
Arts Sciences
TH Köln

Today's Agenda

What are we going to talk about today?

- ✓ Short introduction
- ✓ Admission or Cancellation
- ✓ Next steps in Mobility Online and pre-enrolment at TH Köln
- ✓ Facts on health insurance
- ✓ Accommodation
- ✓ German language courses at TH Köln
- ✓ Buddy program at TH Köln
- ✓ Costs of Living
- ✓ Q&A Session: Space for your questions



Who does what?

Two positions at TH Köln work together to coordinate your exchange semester:

Departmental Coordinators are going to **review your application** and grant you admission (or deny your application).

After you have been admitted, they will help you with the **academic aspects** of your semester abroad and with the preparation of your personal study plan.

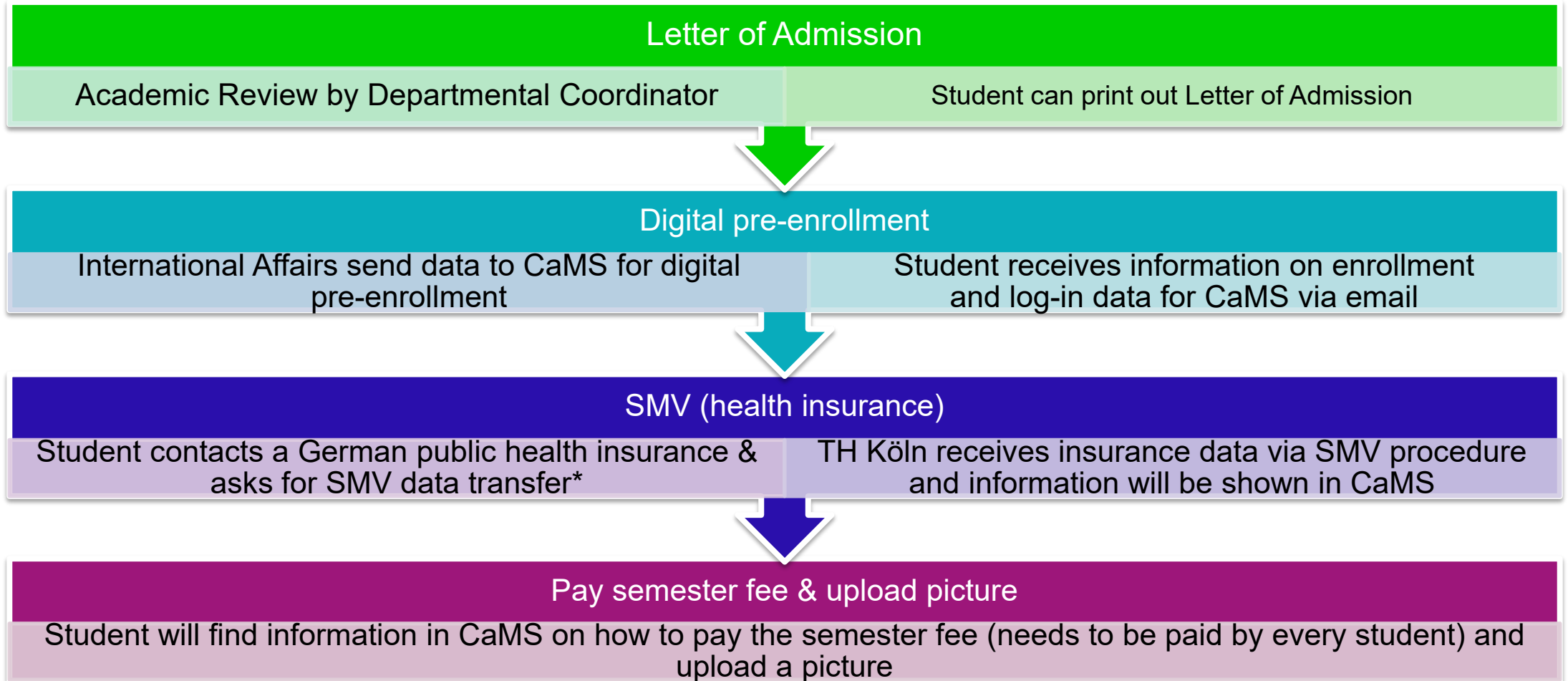
→ For PhD exchange: your coordinator at TH Köln might differ from the general DC of the faculty!

The **Department of International Affairs** provides you with information on **organizational issues** (e.g. enrollment) regarding your exchange.

Admission or Cancellation of your application

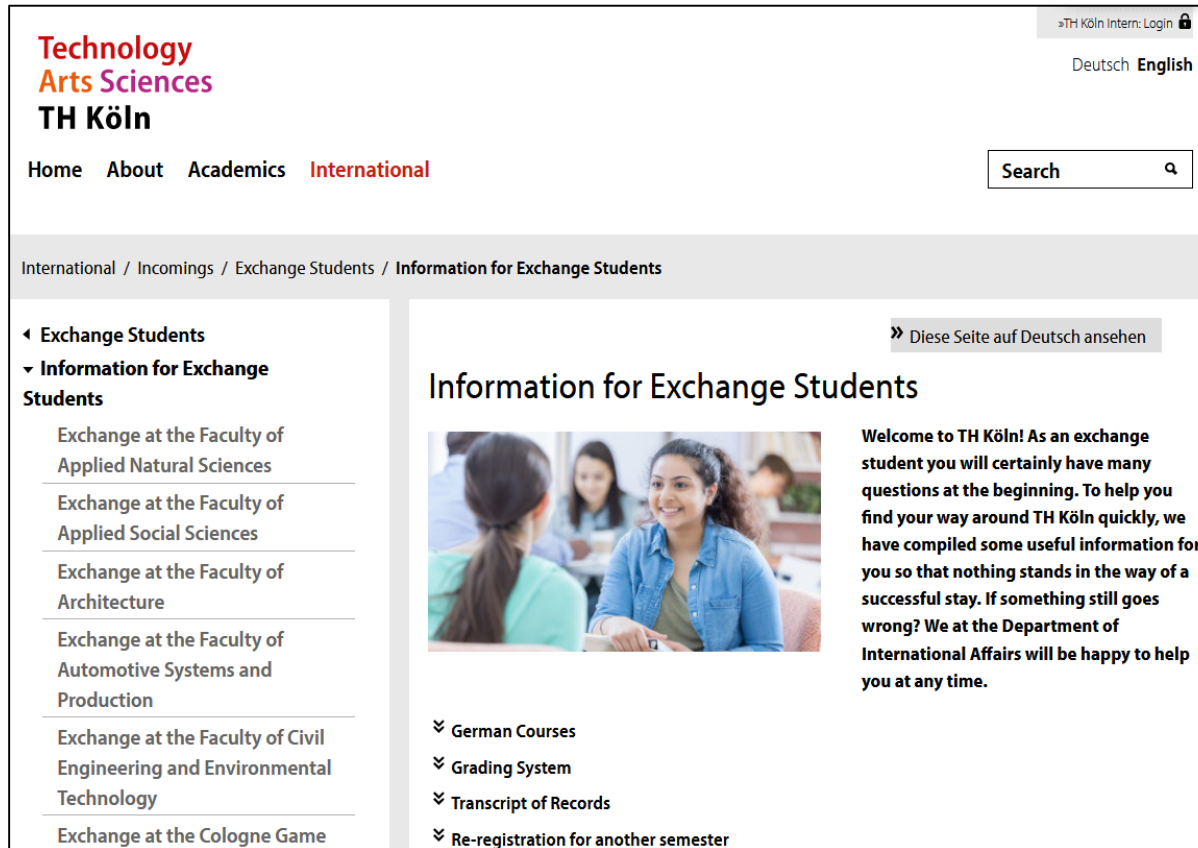
- Please note that there is no guarantee that you will be admitted to TH Köln
 - the faculties / institutes are reviewing all applications at the moment
 - as soon as you have been accepted / not accepted, you will receive a notification via Mobility Online (MobO)
- In order to inform you in time of the most important steps prior to your arrival, we decided to invite you to our session, even if your status might not be cleared yet.

Enrollment at TH Köln



***Students with EHIC/GHIC/private insurance also have to contact a German public health insurance provider.**

After you have received admission to TH Köln



Our [website](#) for exchange students has information on the following topics:

- Course selection / Learning Agreement
→ ask your Departmental Coordinator!
- German language courses
- Transcript of Records
- Grading system
- Re-registration for a second semester

To Do:

- ✓ Visit the website and read it carefully

Academic calender

- In some programs, lectures may start earlier or later than stated on the website → In case of doubt, please check with your Faculty.
- **semester date** = whole duration of the semester/term including the lecture period and lecture-free periods (semester break)
- **lecture period** = part of the semester, where lectures take place → exams usually take place after the end of the lecture period (exceptions are possible!)
- For you, this means that you can use the academic calendar for an initial orientation. For precise planning of your arrival and departure, please ask your Departmental Coordinator at TH Köln about the start and end of the lectures.
- https://www.th-koeln.de/en/academics/semester-dates_11444.php

Semester fee

- Every student/PhD needs to pay a so-called semester fee/ Semesterbeitrag to be enrolled at TH Köln
- This is not a tuition fee!
- The semester fee includes many services such as a ticket for public transport, language courses, advising services, reduced prices at the mensa and many more...
- The semester fee covers a whole semester (6 months) and needs to be paid for every semester a student is enrolled at TH Köln
- winter term 2025/26: approx. 335€

Please note: without the payment, no enrollment is possible!



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Important note

If you are a **PhD exchange**, terms and conditions for health insurance differ from the following information.

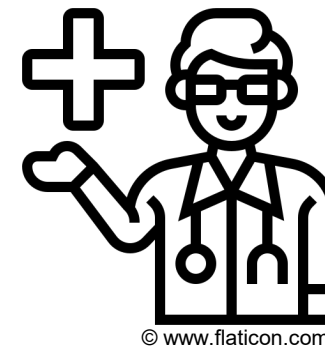
Please do therefore get in touch with our International Scholar Service: https://www.th-koeln.de/en/international_office/incoming-staff-and-scholars_81127.php

Health Insurance – general information & enrollment

What to consider?

Health Insurance – SMV (“student reporting process”)

Important information for your enrollment



- Proof of health insurance is a **mandatory** requirement for enrollment
- **Contact one of Germany’s public health insurance companies by e-mail and let them know that you would like to enroll at TH Köln.**
 - The health insurance company will then review your insurance (from your home country or from Germany) and check if it is sufficient for your studies at TH Köln.
- If your insurance status is fine, the health insurance company will send a corresponding notification to TH Köln.
- It usually takes a few days until the information arrives in CaMS



More [info](#) on health insurance

German public health insurance contacts

Techniker Krankenkasse

Martin Salomon

+49 40/46065109-361

+49 151/14534949

Martin.salomon@tk.de

<https://www.tk.de/kontakt/martin.salomon>

AOK Krankenkasse

Meike Hemmersbach / Audrey Kaiser-Rösener

+49 221/1618-35004 / +49 221 1618-35186

Meike.Hemmersbach@rh.aok.de

audrey.kaiser-roesener@rh.aok.de

<https://www.aok.de/pk/rh/>

...and many more to be found over here:

<https://www.gkv-spitzenverband.de/service/krankenkassenliste/krankenkassen.jsp?filter=10#krankenkassen>

Health Insurance

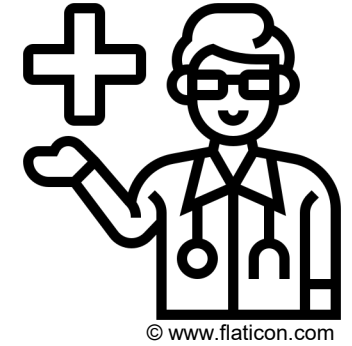
General information & enrolment

- Having health insurance is **compulsory** for students in Germany
- Students under 30 will be able to be part of the public health insurance system
- If you do not hold a sufficient health insurance from your home country, you can choose a public health insurance provider from Germany for your stay at TH Köln
 - the largest companies are TK, BARMER and AOK
 - monthly membership fees are standardized
- In Germany, there are two types of insurance systems: **private and statutory (public)**
 - anyone under 30 is generally free to choose between the two
 - the choice is **binding** for the entire duration of the study program



Health Insurance

Recommendation: public health insurance



If possible, we recommend that you insure yourself with a **public health insurance**:

- ✓ Offers comprehensive protection in case of illness
- ✓ Good price/performance ratio
- ✓ Rates and benefits are regulated by law
- ✓ No pre-payment required for doctors and hospitals

Important note:

If you register with a German health insurance but do not get back to them afterwards, once they have tried to reach you twice, you will receive a demand for payment by the so called “Hauptzollamt”.

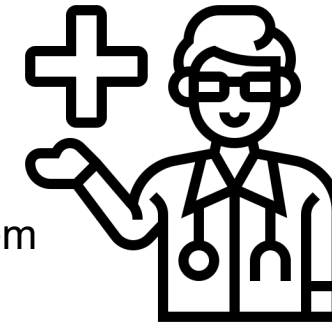
Important note for students planning on working during the exchange

<u>Students from the EU</u>	<u>Students from outside the EU</u>
<ul style="list-style-type: none">• you are obligated to insure yourself with a German public health insurance company as soon as you earn money <p>→ regardless of the amount of the payment and the hours you are going to work</p>	<ul style="list-style-type: none">• your visa/residence permit determines whether you are allowed to work or not
<ul style="list-style-type: none">• you can choose any German public health insurance company and contact them by email	<ul style="list-style-type: none">• should your work exceed 20 hours/week, you will have to insure yourself with a German public health insurance company

Health Insurance

Private health insurance – What to consider?

- Students 30 years of age or older are not part of the public health insurance system and must take out private insurance instead
- Do not select the cheapest tariff level: the lower the fees, the lower the protection!
- Read the insurance conditions carefully; these are **not** regulated by law for private providers
- Check carefully whether the insurance covers your own pre-existing conditions and personal medical needs
- Possible providers:
 - Dr. Walter (tariff: [Provisit Student](#))
 - Vela (tariff: [Optimal](#))
 - Care Concept (tariff: [Care Student](#))
 - Mawista (tariff: [Student Pro](#))
 - and others



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**You have been accepted to study in Germany?
Kindly note that you need health insurance for enrollment.
But don't worry - we support you with that topic!**

TK
Die Techniker

Feel free to join our online info session:

„Well prepared for your studies - Health Insurance in Germany“

When?	Every second Wednesday 2 to 3 p.m. (German time)
Where?	Online via MS Teams
What?	<ul style="list-style-type: none">→ the German health care system→ regulations for EU/NON-EU students→ coverage of public health insurance



Sessions will start from July and will then take place every second Wednesday from 2 - 3 pm.

Register here:


[OTV \(online-terminvergabe-techniker.de\)](https://online-terminvergabe-techniker.de)

Questions???





© Kölner Studierendenwerk (Martina Goyert)

Tips for apartment hunting

Elin Petersson & Sandra Austrup

Incomings Exchange

Hochschulreferat für Internationale Angelegenheiten / Department of International Affairs

Technology
Arts Sciences
TH Köln

Student Housing

- Student dormitories (Studierendenwohnheim)
- Shared flat (Wohngemeinschaft/WG)
- Sublease (Untermiete)
- One-person flat

Student Dormitories

Always a good choice

werk[®] KÖLNER
STUDIERENDEN
WERK

The Kölner Studierendenwerk – “werk” or KSTW – maintains several student houses in Cologne, Leverkusen and Gummersbach



Info:

German universities have no own dormitories

Public dormitories are subsidized by the German government

Student Dormitories

Always a good choice



- no on-campus housing, dormitories are scattered around the city of Cologne
- Apply for a room as early as possible:
No admission letter needed. Waiting period can be 6 months or longer
- Registration is free of charge and without obligation

Recommendation:

Be as flexible as you can when submitting the online application!

- Apartment = apartment
- Flurzimmer = hall room with shared facilities
- WG-Zimmer = room in a shared apartment

Important: KSTW will ask you to confirm your interest in a room every 30 days by e-mail. If you fail to react to that e-mail, you will be removed from the waiting list.

In a Nutshell

Student Dormitories



- ✓ **Apply now** for a place in the student dormitory www.kstw.de/wohnen/bewerbung
 - Select all types of housing in the online application
 - Waiting time up to 6 months
- ✓ Accept any offer, even if it is not in your preferred location; all halls of residence are well-connected to the public transport system
- ✓ No guarantee, **must also search on the private market**



Further info and application manual:
www.th-koeln.de/accommodation

⊕ Are there student dormitories in Cologne, Gummersbach and Leverkusen?

● How can I apply for a room in a KSTW dormitory?

You can apply for a room via the website of KSTW under the section **Wohnen**. When filling-in the application, we recommend to be as open and flexible as possible when it comes to the location and the rent of the dormitory. After your online application is submitted, you will receive an E-Mail from KSTW containing your applicant number.

Apply now!

➤ Application for a dormitory room with the KSTW

📄 Application Manual Kölner Studierendenwerk (PDF, 645 KB)

Private Dormitories

Alternative option

- More expensive, but usually quicker to get a room
- May be an option upon arrival and for first semester
- Check contract and cancellation policies (minimum rental period might be 1 full semester)



For a list of private dormitories:
www.th-koeln.de/accommodation

Preparation for Apartment Hunting

Important questions in advance

- **How much can I pay for an apartment?**
 - How much money do I have available each month?
 - Search for apartments in different neighborhoods, even the outskirts
- **What equipment do I need?**
 - Fitted kitchen, furnished rooms?
- **How important is good access to public transport?**
 - Can I get to uni, a supermarket... easily by bus, train or bike?



Rental price index for rental apartments in Cologne 2024

m ²	Cologne
30 m ²	16,87 €
60 m ²	13,80 €
100 m ²	14,94 €

* price per square meter

Source: <https://www.wohnungsboerse.net/mietspiegel-Koeln/5333>

Preparation for Apartment Hunting

What documents do I need?

What you'll need in your application folder:

- ☑ CV in German
- ☑ cover letter with information about you:
 - who am I
 - what do I do
 - why do I need/want in the apartment/room
 - what is my background/situation
- ☑ Proof of income (e.g. job, BAföG, scholarship)



Picture: contrastwerkstatt/stock.adobe.com

Apartment Hunting

Where can I find a flat share, sublet or apartment?

Online

- ↗ [Mein Zuhause in Köln](#)
- ↗ www.areaone.io
- ↗ wg-gesucht.de
- ↗ immoscout24.de
- ↗ immowelt.de
- ↗ wohngemeinschaft.de
- ↗ wunderflats.com/de
- ↗ [Wohnungsbörse](#)
- ↗ [ebay-Kleinanzeigen](#)



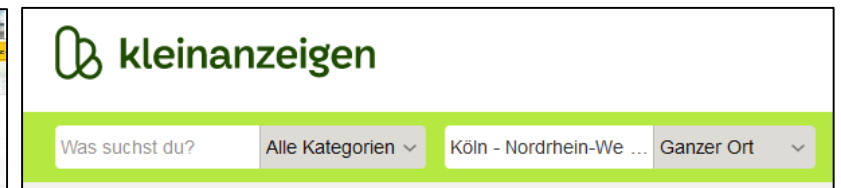
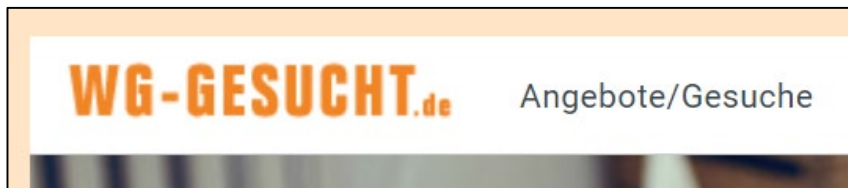
Facebook groups like
„TH Köln International students accommodation and room exchange“,
NETT-Werk, Salz und Brot, etc.

Analog

Newspapers and postings on the walls of university hallways



Rölner Stadt-Anzeiger
Rölnische Rundschau



Apartment Hunting

What to consider?

Please **do not underestimate** the time and effort required to find an apartment in Cologne, especially at the beginning of a semester (Sept/October and March/April).



(Picture: moonrun/stock.adobe.com)

Beware of estate agent fees

- Estate agents procure apartments and houses for a fee
- This is not illegal, but will be costly if you ask an estate agent to find a room for you.

Be flexible

- search also in other cities and the according suburbs (Leverkusen, Bonn, Wuppertal, Düsseldorf, etc.)
- it is really common to commute for 30-60 Minutes from your room to the Campus of TH Köln

Apartment Hunting

What to consider?

Beware of fraud (advance payment fraud)

- NEVER pay anything without signing the rental contract (ideally: after having the keys in hand)
- NEVER pay the previous tenant before you have spoken with the landlord/landlady

Do not make any payments to the previous tenant without talking to the landlord/landlady first!



(Picture: moonrun/stock.adobe.com)

Apartment Hunting

Types of fraud

- Paying rent and/or deposit in advance (prepayment fraud)
- Landlord/landlady is allegedly abroad and cannot come to do a apartment inspection (key to the fake apartment only with deposit)
- Scammers rent a vacation apartment in top location and pose as the landlords who want to rent it out to you. They demand a deposit and purchase price for equipment/furniture before handing over the keys. As soon as you make the payment, the scammers disappear.
- Charge for viewing apartments (usually fake apartments)



(Picture: moonrun/stock.adobe.com)

◀ Incomings

▼ Degree-Seeking Students

Visa and Residence Permit

▶ Accommodation

Health Insurance

Financing Your Studies

After your Arrival

TH Köln Buddy Program

Getting Started

Advisory Services

Health and Safety

Leisure



» Diese Seite auf Deutsch ansehen

Accommodation

You would like to study in Cologne or Gummersbach and you're looking for a roof over your head? Start searching for your new home as soon as possible. Whether you are looking to live in a student dormitory or shared apartment, in the city or in the suburbs - we advise you to be flexible. This page provides useful advice for searching for a place to live in Cologne, Gummersbach and Leverkusen.

Apply NOW for a dormitory room!

🔗 [Online application](#)



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www.th-koeln.de/accommodation

Check out our information session on apartment hunting!

[16. July 2025 \(English version\)](#)

[06. August 2025 \(German version\)](#)

Information on Visa & residence permit, REST-process



Recommendation for non-EU-countries with visa-free entry to Germany

- Citizens of certain countries may be able to enter Germany without a visa, but must then apply for a residence permit within 90 days of entry.
- However, those 90 days will not be enough to cover your entire stay at TH Köln. If at all possible, we recommend applying for a student visa in advance. While a visa application will be a bit more prep work before your mobility, it will be an advantage in the long run.

For more information on that matter visit our website:

https://www.th-koeln.de/en/international_office/visa_66058.php > drop-down menu „Non-EU/EEA-citizens

REST – special procedure for non-EU students from European universities

- Non-EU citizens from a European university have to go through a special administrative process before entering Germany to study at TH Köln.
 - If you already have a residence title for study purposes from a first EU member state, you do not need to apply for a new residence title in Germany.
 - You will need some additional documents and proofs, which will be checked in Germany by the BAMF (Federal Office for Migration and Refugees). Afterwards, you will receive a certificate by post, which entitles you to enter the country.
- Advantage of this new process: You do not have to apply for a new residence title in Cologne/ Leverkusen/Gummersbach.
- We will inform you in more detail by email.

After your arrival

- Report address to City Registration Office
- Report to Immigration Office (non-EU citizens)
- Open a bank account (recommended)

→ There will be more details in our “Get on Board” session **starting around August 2025!**

https://www.th-koeln.de/en/international_office/admission-and-enrollment-for-exchange-students_48872.php#sprungmarke_1_15

→ In the meantime: visit our [website](#) and read carefully

German courses for students

Winter semester 2025/2026

The placement tests will be offered online, so that you can take the placement test without physically being in Cologne. Please note: Our language modules are currently planned as onsite modules!

Before registering for a course, you need to take a placement test or submit a certificate clearly stating your level to sprachlernzentrum@th-koeln.de **prior to the placement test period.**

The following dates also apply to our course offers in English, Spanish, Italian, French and German Sign Language.

Starting September 8, 2025	Online registration for the mandatory online placement tests
September 15 – October 1, 2025	Mandatory! Online placement tests Dates will be published on our website www.th-koeln.de/sprachlernzentrum 
September 19 – October 2, 2025	Notification of test results on Fridays, last notification on October 2
September 19 – October 6, 2025	Online registration for the language courses
October 10, 2025	Confirmation by e-mail
October 13, 2025–October 24, 2025	Moving up procedure
October 13, 2025 – February 6, 2025	Language courses Christmas break: December 22, 2025 - January 4, 2026



All course times and venues are subject to change. Please go to www.th-koeln.de/sprachlernzentrum for the final schedule.

TH Köln Buddy Program

Our Buddy Program promotes partnerships between TH Köln students and new international students

You ...

- will get to know students of TH Köln and benefit from their advice and support
- will receive vital information about your stay in Cologne/ Gummersbach/ Leverkusen even prior to your arrival
- will receive support in navigating around your campus and mastering every-day life at our university
- are welcome to participate in a number of diverse joint activities

registration period for the summer term: 15.01.-15.03.

registration period for the **winter term: 15.07.-15.09.**

More info & registration at:

www.th-koeln.de/buddy-programm



Cost of living & financing your studies

Cost of living

- we recommend to calculate at least around € 992 per month
- https://www.th-koeln.de/en/international_office/finances_51052.php

Working while being an exchange student

- Please note that it might be difficult to find a job while being an exchange student due to language issues, residence permit, availability, etc.
- Please make sure that you will be able to finance yourself even without getting a job during your exchange at TH Köln.

Get on Board - how to start your studies and get settled at TH Köln

In this session, you will receive important information on the topics of enrolment, semester ticket, starting your studies, registering with the city, leisure activities and much more.

Tuesday, 12 August 2025 10 - 12:00 (UTC+2)

Tuesday, 19 August 2025 16 - 18:00 (UTC+2)

Tuesday, 02 September 2025 10 - 12:00 (UTC+2)

Tuesday, 16 September 2025 16 - 18:00 (UTC+2)

https://www.th-koeln.de/en/international_office/admission-and-enrollment-for-exchange-students_48872.php#sprungmarke_1_15

Department of International Affairs

Questions? Contact us ... and follow us on Social Media!

Weekly office hours in Zoom and on campus:

https://www.th-koeln.de/en/international_office/department-of-international-affairs_77208.php

Please note:

Always use this email address to get in touch with us.

Thank you 😊



www.th-koeln.de/international_incomings-exchange@th-koeln.de



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Instagram

[@thkoeln_international](https://www.instagram.com/thkoeln_international)



Find us on
Facebook

[International Affairs TH Köln](https://www.facebook.com/InternationalAffairsTHKöln)

Questions???





Thanks for joining us!

See you again in our „Get on Board“ sessions! ☺