



MSc Finance

Admission 2024

Information for Admitted Applicants

Date: April 23, 2024

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1. Contact and support

Please direct questions to mscfinance@uni-ulm.de

Most inquiries are best answered by email. If you want to contact us over the phone, please call ++49 731 5023599 or ++49 731 5023597

2. First important steps if you want to start studying in 2024

Submission of documents

Fill in, sign and return the following documents available on the MSc Finance website to mscfinance@uni-ulm.de. You should do this by June 15, 2024.

- Letter of Acceptance (if you like to accept your study place and start studying in 2024)
- Housing Request (if you like to reserve a room in a dormitory)

Payments due soon

- Please transfer the general student administrative fee of 162€ to Ulm University within two weeks after accepting the admission (see section “Payment to Ulm University” below).
- If you like to reserve a room in a dormitory, please transfer the security deposit of 800€ to the Studierendenwerk Ulm (i.e., the student services body) within two weeks after submitting the housing request in order to confirm your reservation of a dormitory room (see section “Payment to the Studierendenwerk”).

Visa

If necessary in your case, apply for a visa at a German embassy in your country as soon as possible (see Section Visa).

Get familiar with the things you should know

⇒ Study the entire information provided in this document.

3. Payment to Ulm University

By paying this fee of 162 € you validate your acceptance of a study place in the MSc Finance program. The payment will also be used to cover the administrative fee that every student at Ulm University has to pay. Please pay immediately after having accepted your admission. If you fail to pay in time, we may not be able to support you. For example, we will not be able to help you with your visa application if you do not pay the 162€.

Your payment must be in Euro (€). No other currency will be accepted. The University must receive the exact amount. **All fees that might occur for the transfer of the money have to be covered by you.**

Make sure to provide your application number (which is stated on the admission letter) and both your last and first name when making the money transfer. If your money transfer form does not allow so many characters, trim the information at the end. We will be able to identify you with the application number and the rest of the information.

Please use the information from below to make your payment:

Amount: 162 Euro

Recipient/Account holder: Kasse der Universitaet Ulm

Bank Name: LBBW/BW-Bank Stuttgart, Filiale Ulm

Bank Address: Syrlinstraße 35, 89073 Ulm

BIC (SWIFT-Code): SOLADEST600

IBAN: DE83 6005 0101 0405 7045 54

Reason for transfer: 242-B<your application number>, <your last name>, <your first name>.

Please note that the application number you should use here is the one provided in your letter of admission from the University of Ulm, not the uni-assist application number.

4. Payment to the Studierendenwerk (if you request a room in a dorm)

The *MSc Finance team* and the *Studierendenwerk* (German name for the student services body) will arrange for a room reservation at a dormitory of the Studierendenwerk for you in advance if you

- a. fill in the "Housing Request Form" correspondingly (you do *not* have to additionally fill in the online application on the Studierendenwerk homepage!) and
- b. pay a security deposit of 800 Euro (housing deposit, first rent, fees).

Please pay immediately after having accepted your admission and having submitted your housing request form. If you fail to pay within two weeks after sending the housing request, your application for the reservation of a dormitory room will not be affirmed.

All fees that might occur for transfer of the money have to be covered by you. Make sure to transfer the amount of 800 Euro directly to the Studierendenwerk, using the following information:

Amount: 800 Euro
Account holder: Studierendenwerk Ulm
Bank Name: Sparkasse Ulm
Address: Hans-und-Sophie-Scholl-Platz 2, 89073 Ulm
BIC: SOLADES1ULM
IBAN: DE56 6305 0000 0000 0144 81
Purpose: MFINANCE, <your last name> , <your first name>.

If you ask us to reserve a room but then want to cancel your reservation, please inform us as soon as possible (see the section "Withdrawal from the program").

Please address **all questions related to housing exclusively to mscfinance@uni-ulm.de**

Rooms will be distributed on a first-come first-served basis according to your housing request and the payment.

Once you have arrived in Ulm the Studierendenwerk will use the amount of 800 Euro for the first monthly rent, the security deposit that must be provided at the start of the rental agreement, a processing fee of 20 Euro and, if applicable, the fee of 70 Euro for bedding.

5. Visa

Students from many countries need a visa for entering Germany. Here are two useful links for getting information about visa requirements and the visa process:

- Visit the webpages of the German Federal Foreign Office to find links to German missions in your country: <https://www.auswaertiges-amt.de/en/aussenpolitik/laenderinformationen>
- The DAAD (German Academic Exchange Service) also provides information about visa requirements: https://www.study-in.de/en/plan-your-studies/requirements/visa-and-residence-permit_26604.php

If you need a visa,

- please make an appointment at the German embassy or consulate to apply for a student visa. Please do this as soon as possible as it may take considerable time until you get an appointment.
- check the requirements for the visa application and start preparing this. In particular, please pay attention to the proof of financial means if this is required in your case.

We will send you a letter in support of your visa application. This can speed up the procedure considerably. Prerequisite for this service, however, is that we receive your "letter of acceptance" and the payment of the EUR 162.00 administrative fee.

Below, we provide you with some selected useful information related to visa.

To apply for a visa for study purposes you typically have to present the following documents at the embassy (please consult the information provided by your embassy for the exact visa requirements for your country):

- The admission letter, which will be provided to you via your account at Ulm University (Campus portal).
- For the MSc Finance program you do not need a proof of German language skills since the program is taught in English
- Proof of travel health insurance
- Passport
- Biometric passport photos
- Proof of financial resources: This is to verify that you can finance your stay in Germany for at least one year. Inquire at the German embassy in your country about how you can provide proof that you have sufficient financial resources, and which amount you need to proof. Several types of proof may be accepted
 - Proof of parents' income and assets
 - Scholarship from a recognized scholarship foundation
 - Security on a blocked account
 - Bank guarantee
 - Someone, whose place of residence is in Germany, agrees to bear the costs for you.

Residence permit: A student visa is usually valid for three months. For the period thereafter, you need a residence permit ("Aufenthaltserlaubnis") which is linked to a restricted purpose, in your case studying. The residence permit can only be obtained by applying in person at the local foreign authorities (*Ausländeramt* or *Ausländerbehörde*) within three months after arrival in Ulm. We will help you with the residence permit.

6. Information on housing and dormitories

- Rooms on the private market are usually more expensive than those let by the *Studierendenwerk*. We cannot give any assistance in finding a private room.
- The rent for a dormitory room varies between approx. 229 and 420 €/month. In addition, a deposit of currently 300 € is due. The deposit is refundable and will be paid back after you leave the residence in good conditions. On moving in, a handling fee of 20 € is charged once.
- You will be notified about a successful reservation by separate email in August or early September.
- The monthly rent includes fees for heating, water, electricity, and internet access. What is not included is a fee for public radio and TV, which is compulsory in Germany. It is up to 18.36 € per month.
- You can move into your room at the earliest on October 1, 2024. Moving in is not possible on weekends or public holidays. October 3 is a public holiday in Germany.
- You cannot influence the choice of a particular dormitory or a room with a specific monthly rent.
- Changing a dormitory room is possible only at the end of a semester.
- Most of the rooms do not have their own bathroom. Kitchen, bathroom and toilets are shared by several students.
- The dormitories are mixed-gender dormitories, however the shared flats and bathrooms normally are used by men or women separately.
- Dormitory rooms are furnished with bed, table, chair and book shelf.
- Blanket, pillow, and bed sheets can either be bought at a cost of 70 € and will then be provided by the *Studierendenwerk*, or you will have to bring or buy the bedding on your own. Please tick the appropriate box in the “Housing Request Form”.
- Kitchens are equipped with an electric stove, refrigerator and sometimes pots for cooking.
- Laundry facilities are available.
- No cleaning service is provided and you will be responsible for cleaning your room yourself. In addition, you must participate in common duties such as keeping the kitchen and bathroom clean, which you share with your floor mates.

7. Tuition fees

The tuition fees for international students who are not EU nationals are 1,500 € per semester, i.e., 3,000 € per year.

If you are liable to pay tuition fees, you will receive a notification in addition to your letter of admission (via Campus Portal). Please take note of this notification and pay the tuition fees within the given deadline. Otherwise you won't be permitted to enroll!

If one of the exceptions described in the tuition fee notification applies to you, promptly return the corresponding information sheet including documents of proof to the email address given in that document.

Students who have already completed a Master's degree in Germany and then pursue another Master's degree in Germany may be charged 650€ per semester. If you are liable to pay this kind of tuition fees, you will receive a notification of fees in addition to your letter of admission. Please take note of this notification and promptly return the corresponding information sheet.

8. Health insurance

Health insurance is compulsory for everybody in Germany. The public health insurance covers standard medical care and preventive treatment.

Students from countries not belonging to the European Union should purchase a travel health insurance in their home countries that will also cover medical treatment during the first days after arrival in Germany. Do not buy a travel insurance for several months.

After your arrival you will have to purchase a medical insurance policy from a company in Germany, either public or private. Conditions and charges depend on your age and are approximately 120 Euro per month for students under thirty. You will get more information once you are here, and we will help you with the insurance process.

9. Withdrawal from the program

If you first accept the study place but then want to withdraw for some reason, please inform us as soon as possible and please pay attention to the following information.

Reimbursement of security deposit

If you requested a room in a dormitory but then want to cancel the room prior to the start of the contract (October 1), the Studierendenwerk tries to rent the room to another student. In case it is not possible to find a substitute person as of October 1, you will be charged

- one monthly rent plus an administrative fee of 20 € if the rental contract is cancelled *no later than four weeks* prior to the start of contract
- two monthly rents plus an administrative fee of 20 € if the rental contract is cancelled *less than four weeks* prior to start of contract

If a dormitory room is cancelled on or after October 1, your contract has started. This means that you underly § 11 of the General Rental Conditions (Allgemeine Mietbedingungen), according to which you may only cancel your contract with eight weeks notice towards the end

of a month. You will then have to make additional payments on top of the 800 € that you already transferred as a security deposit. Please bear this information in mind when, for example, encountering difficulties with your visa.

Reimbursement of tuition fees

If you have already paid tuition fees but do not enroll at Ulm University, the fees will be reimbursed.

All transfer fees will be at your charge.

10. Travel information

How to get to Ulm

The big international airports closest to Ulm are Stuttgart, Munich (München), and Frankfurt (Frankfurt am Main to be precise). The closest airport is Memmingen, which is mainly connected to destinations in Europe.

To get from one of the airports to Ulm you can take a train (search for a connection on <https://int.bahn.de/en>) or, possibly, a long-distance bus (<https://www.flixbus.de/>).

In Germany there are three different categories of long distance trains:

IRE, RE – usually the cheapest way to travel

EC = Eurocity or IC = Intercity: more expensive, but faster and more comfortable

ICE - Intercity Express = the fastest and often the most expensive option.

If you book a particular connection in advance, you may be able to get a ticket at a discount. However, you may then not be able to cancel or rebook it, or you may have to pay a cancellation fee. This depends on the type of ticket you bought.

Weather

Most students find the climate generally pleasant. However, it varies considerably through the year. During the winter season, temperatures vary from +10 to -15 °C. The average temperature in January is 1,5°C. There is usually a mix of cold dry weather, snow, and rain.

March to April and October to November are characterized by cloudy or rainy periods that alternate with sunny days. Temperatures are between 0° and 20°C.

In summer (July-August) daytime temperatures are normally around 25 °C, and may reach 35°C. The average temperature in July is about 18°C. Sunny and dry periods alternate with rainy periods.

Night-time temperatures are often 10 °C lower than daytime temperatures.

You see, you will need all types of clothes, from warm to very cold. Sweaters and a warm coat are necessary, but of course you don't need to bring everything with you. Ulm is a good place to shop for clothes.

11. Financing possibilities and expenses

We provide some information about financing (incl. scholarships and work opportunities) on the webpages of the MSc Finance, see

<https://www.uni-ulm.de/en/mawi/master-in-finance/prospective-students/fees-and-financing/>

In this document, we already provided information related to important expenses (administrative fee, tuition fees if applicable, rents, health insurance). Here, we only mention important expenses other than expenses for food, clothing etc.:

- Ticket for public transport (including regional trains in Germany): 365 € per year.
- Fee for the electronic residence permit: approx. 100 €.

12. Arrival in Ulm, orientation program and pickup service

Classes start on October 14. Before that date, there will be some organizational and welcome events, so it is recommended that you arrive in Ulm in the beginning of October.

Before classes start, we organize meetings to help you deal with important bureaucratic matters (residence permit, enrolment, health insurance, etc.) and to help you find your way around the campus and Ulm. You will also meet fellow students and instructors from the program. Detailed information will be sent out in August.

If you have reserved a room in a student dorm (Housing request form) and arrive in early October, we gladly organize a pickup service for all students who have a room in one of our dormitories. A current student of the university will pick you up at your arrival location in Ulm, take you to your dormitory and will accompany you to the first welcome event. To arrange the pickup service, we need to know the exact date and time of your arrival. Pickup on weekends and after 8 pm is NOT possible. Please arrange your travel plans accordingly.

You will receive information on how to apply for the pickup service in due course.

A word at the end: We know that there are a lot of things you have to consider when you start studying. But we're not just trying to help you as much as possible. It is also worth it. So many students have made it before you, and we are confident that you will be able to look back on all these efforts with a smile once you are in Ulm. 😊