

## How to apply as an exchange student to Leipzig University

### Step 1: Apply to your home university

for an exchange place with the Universität Leipzig. To find out whether your home university and the Universität Leipzig have agreed on exchanges please search our database [KISS](#) or ask the responsible person at your home university.

If you receive a nomination for an exchange place from your home university you apply for admission to study at the Universität Leipzig.

### Step 2: Your home university officially informs the Universität Leipzig of your nomination.

### Step 3: You apply for registration with the Universität Leipzig

The application has to be done only **online**.

You will have to upload the following pdf documents as part of the online application:

- Transcript of records showing your academic background
- Study plan for your study at Leipzig / Learning Agreement
- Language certificate for the language of tuition (minimum B1, better B2 CEFR) ([Form](#))
- Confirmation of your nomination by your home university / Nomination letter

Please note that during the online application you will also be able to do the

- Registration for the [language and orientation course](#)/ German (if desired).

#### Deadlines:

For students within the program Erasmus+103 (Europe):

15<sup>th</sup> July (Application for the winter semester)

15<sup>th</sup> January (Application for the summer semester)

For students within the framework of bilateral University agreements / MAUI and AEN as well as within the program Erasmus+107 (Countries international)

**01<sup>st</sup> June** (winter semester)

**01<sup>st</sup> December** (summer semester)

### Step 4: You receive your Letter of Admission

Given that your application is successful, you will receive a Letter of Admission before the beginning of August (winter semester) or before the beginning of February (summer semester). The letter is sent to your home address.

**Step 5: You enroll at the Universität Leipzig**

After your admission you will receive an email from **IDM Leipzig**. In this email you will find your personal login and password for the study portal **Alma Web**. In the portal Alma Web, you will find information regarding your enrolment, your semester start and the payment of your semester fee as well as your enrolment number at the tab "Daten & Dokumente" ("Dates and Documents"). Via IDM Leipzig you have to upload your photo for your UniCard (student card).

Details at <http://www.uni-leipzig.de/en/erasmus/in> -> First steps at the Universität Leipzig