

APPLICATION OVERSEAS EXCHANGE

Deadline 15 October 2023

INFO MATERIAL

- Website of your School
- Website [International Office](#)
- Information Session about [Study Abroad](#)
- [Study Abroad Fair](#)



CONTACTS AT THE INTERNATIONAL OFFICE



For administrative questions (e.g. application process, language tests, scholarships) please contact the Study Abroad Team at the International Office.

Contact the International Office!

CONTACTS AT YOUR SCHOOL

For academic questions (e.g. course selection and credit transfer) please contact your School's Exchange Coordinator at the Dean's Office



Contact your Exchange Coordinator

REQUIREMENTS



Enrollment at the University of Mannheim

Advanced proficiency in the language of instruction (at least B2)

Submitting a complete online application on time

Good academic standing

If necessary: requirements of host university (e.g. GPA, language test/score)



IF YOU HAVE QUESTIONS, PLEASE ASK:

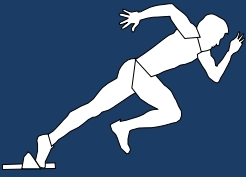
OUTGOINGS@UNI-MANNHEIM.DE

TIMELINE



NOW

Research your exchange options in the **database of partner universities**, prepare your application documents



**ON
15 SEP**

Start your **Online Application** for exchange programs in overseas



**BY
15 OCT**

Submit **one** application for up to seven partner universities or state programs

APPLICATION DOCUMENTS to upload

- Online Application Form (with signature)
- CV
- Letter of Motivation
- Mannheim Transcript of Records
- Master Students: Bachelor Certificate
- Proof of Language Proficiency
- Additional Certificates (optional)
- Picture (optional)



Merge all documents in one PDF file

SELECTION PROCESS

23 October:
Confirmation of
Application Receipt



23 November:
Application results



by 27 November:
binding acceptance of
exchange spot



by 31 January:
(if necessary)
submit TOEFL/IELTS



by 15 February (for fall)
by 15 July (for spring):
upload passport number



Find all important details in the application instructions