



ERASMUS – EXCHANGE HOUSING INFORMATION

Room Reservation Service

The International Office will make reservations for rooms in the student residences maintained by Studentenwerk Ulm (Student Housing Authority) exclusively for students from partner universities, coming to Ulm on exchange programs as ERASMUS, Baden-Württemberg program, bilateral exchange agreements. The reservation will be made based on the time period you request in your ERASMUS / EXCHANGE Student Application Form. **If there is any change in these dates (i.e. beginning or end of rental period) you must inform the International Office immediately.**

Please note: The International Office has no influence over the room assignments. Rooms will be assigned by Studentenwerk based upon availability. This means that we cannot predict *when* the housing assignments will be available, nor *in which* residence you will be placed. In fact, the International Office cannot guarantee that all applicants will receive a room.

If you are assigned a room, you will receive your Housing Assignment by eMail attachment. Please print out the letter and read all the information carefully. You must then sign the Housing Acceptance form and fill in the Payer Authorized Credit Card Direct Debit form and return both forms to the International Office within 1 week by fax or eMail attachment; in addition, you must send the original documents by regular post.

- If you are unhappy with the assignment, you may refuse the room; however, you will then have to make your own housing arrangements; we cannot make you an alternative offer.
- If you accept the room, the International Office will sign a contract with Studentenwerk in your name. After this point, you cannot change the room or the dates of the rental periods or cancel the room. You are now liable for the rent payments for the full duration of the lease as specified in your housing assignment. After arrival, you have to co-sign the room contract and will receive your own copy.

Security Deposit

All students renting a room in a student residence must make a security deposit of €300. Students will receive a Payer Authorized Credit Card Direct Debit form together with their Housing Assignment and Housing Acceptance form and must return the completed forms to International Office within one week if they accept the room offer. Studentenwerk will withdraw the security deposit from the credit card account on or after the date on which the housing contract begins.

At the end of their stay, students must have a check-out meeting with the residence manager. If there are no complaints concerning your room, i.e. if everything is well-cleaned, no items are damaged or missing and the renter does not have any financial debts to Studentenwerk, the EUR 300 will be fully refunded. Otherwise, the amount you owed e.g. for repairs, replacements or cleaning will be deducted from the deposit. The money will be transferred back to the credit card account usually 6 – 8 weeks after the check-out.

Please note: only AMEX, VISA or MASTERCARD are accepted.

German Bank Account

All students must open a bank account with a German bank immediately after arrival in Ulm and give a direct debit authorization to Studentenwerk. Studentenwerk will then withdraw the monthly rent plus additional fees directly from this account at the beginning of each month. Students must make sure that they always have enough money in this account. It is not possible to make rent payments in cash or by check.

Additional Fees

Studentenwerk charges a one-time fee of € 20 for every new contract issued. This amount is withdrawn from the given bank account together with the first month's rent.

In addition, all international students receive bedding (pillow & blanket) and linens. There is a one-time rental fee of € 15 for this service, and the amount is also withdrawn from the given bank account together with the first month's rent.

Residences and Rental Prices (as of January 2011)

Rental prices vary for each residence. In addition, there are regular rental rates and increased rental rates, depending on the following factors:

Regular rental rates apply for

- Contracts running for 12 months or more
- Contracts running for less than 12 months and expiring at the end of February / March / August or September (i.e. after such months immediately before the start of a new semester or orientation period)

Increased rental rates apply for

- Contracts running for less than 12 months and expiring at the end of January / April / May / June / July / October / November or December (i.e. in the middle of a semester)

Thus, we strongly recommend that students staying at Ulm University during the summer semester rent their room until and including August (and not July): in total, this is probably cheaper than renting for one month less.

Residence		Monthly Rent (Regular Rate)	Monthly Rent (Increased Rate)
Gutenbergstraße		€ 283 / € 322	€ 326 / € 365
		€ 338 / € 356	€ 381 / € 399
		€ 396	€ 439
Heidenheimer Straße	old building	€ 183	€ 215
	new building	€ 270 / € 305	€ 312 / € 347
Frauensteige		€ 247 / € 273	€ 285 / € 311
Syrlinstraße		€ 239 / € 271	€ 281 / € 313
		€ 292 / € 317	€ 334 / € 359
Gerbergasse		€ 244	€ 283
Hauffstrasse		€ 215 / € 223	€ 253 / € 261
		€ 229	€ 267
Heilmeyersteige		€ 240 / € 268	€ 280 / € 308
Wiley		€ 238 / € 254	€ 276 / € 292

Please note: Studentenwerk is a non-profit organization. This means that rental prices must be 100% cost-efficient. In case that actual costs e.g. for repairs, maintenance, energy etc. rise during a certain period, Studentenwerk is obliged to and has the right to raise prices at short notice, even though you may have a lease for a longer period!

Starting Date – Moving In

Contracts always start on the first day of any given month and end on the last day of any given month. It is not possible to rent a room on a weekly basis or for half months.

On principle, it is not possible to move into a room before the actual start of the contract, nor is it possible to move in on weekends (Saturdays and Sundays) or holidays. For each student moving in, the International Office must make



an appointment in advance with the residence managers, do a check of the room and collect the keys. This is usually done on the first working day of the month. In those months where many students are arriving (March/April and September/October) this preparation may take up to two days.

In practice this means that even though a contract will start on the first day of a month, students should not plan to arrive in Ulm on that day, as it will not be possible to move in. In those months which start on a weekend, it may not be possible to move in until the 4th or 5th day of the month! Holidays may also contribute to a delay. Please check the academic calendar (www.uni-ulm.de/international) → International Exchange Students → Application / Exchange Guide → General Information → Academic Calendar) to find out the official arrival days for any given semester.

Disabilities – Special Needs

Students suffering from any chronic illness or physical handicap which require special housing facilities are kindly asked to inform us about their condition and requirements. It is important to point out that there are only very few rooms in student residences that are wheel chair accessible and that these rooms are not available at short notice. Students with disabilities planning to come to Ulm are therefore well advised to get in touch with the International Office as soon as possible, maybe even before the actual application deadlines.

Students who do not wish to share a suite with members of the opposite sex for religious or cultural reasons and want to live only with other men or with other women are kindly asked to make a mention of this preference.

Extension or Shortening of Stay

It is possible to arrange for extensions of contracts if the room has not been assigned to a new person. Please contact the International Office for assistance at least 3 months before your current contract expires. Please kindly understand that extensions for rooms can only be granted after we have received room assignments for newly arriving students, as they have priority over students who are already in Ulm

It is possible to shorten the duration of contracts under certain conditions. Please contact the International Office for assistance at least 2 months before the intended date of termination. Shortening of contract can be granted if Studentenwerk finds another student who will take the room from the next month.

Please keep in mind: You have to make a supplementary payment to cover the difference in rent price between regular rent and increased term rent for those months that you held the contract, in case you terminate the contract on a month in the middle of a semester.

Cancellation: Even if you should withdraw your application and not come to Ulm for whichever reason, you still remain liable for the rental payments until Studentenwerk has been successful in finding another person to take your contract. Depending on the time you inform us of your decision, this may result in claims of up to two months' rent!

Contact Information

All communication with Studentenwerk concerning the accommodation of ERASMUS / EXCHANGE students is coordinated by the International Office. If you have any questions concerning your housing reservation, housing assignment or contract, please contact Ms. Margit Kast (margit.kast@uni-ulm.de).

Helpful Links

→ www.uni-ulm.de/international

→ Welcome to Ulm

→ Housing

- Student Residences

→ <http://www.studentenwerk-ulm.de>

→ Wohnen

→ Wohnhäuser

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