



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 (last page of the letter) and return it to the International Office within 1 week.

- 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.

Regular and Short Term Rentals

Studentenwerk usually makes contracts for the duration of a full academic year. If you want to rent a room for shorter periods or for periods that do not conform to the semester rhythm, you will have to pay a so-called "short-term rent", which is more expensive than regular rent. Rooms are rented only for full months (= calendar months, i.e. March 1 until June 30. But not: March 10 until June 10.)

Taking into consideration that ERASMUS / EXCHANGE students usually arrive in Ulm in September or March in order to participate in the intensive German language courses, the following time periods are offered at regular rent price:



Fall / Spring:	Spring / Fall:
<ul style="list-style-type: none">▪ from September 1 to August 31▪ from October 1 to September 30	<ul style="list-style-type: none">▪ from March 1 to February 28▪ from April 1 to March 31

Even if you stay for a shorter period, it can sometimes be cheaper to take out a contract for a full academic year at regular rent, under the condition that the rental period fits into the time slots outlined above. Example:

Short term rent	190 € for 11 months	=	2.090 € total
Regular rent	160 € for 12 months	=	1.920 € total

Starting Date – Moving In

Contracts always start on the first day of each month. 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 your contract will start on the first day of a month, you 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. All students will receive a preliminary program / time schedule with their acceptance notification as ERASMUS/EXCHANGE student, informing them of their particular arrival dates. Please do not plan your trip or book a flight before. If you arrive in Ulm before these arrival dates, you will have to find temporary accommodation (e.g. youth hostel, hotel) yourself.

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 wheelchair 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, Shortening, Cancellation

It is possible to arrange for extensions of contracts if your room has not been assigned to a new person. Please contact the International Office for assistance.

On principle, short term contracts cannot be shortened. Contracts over a full academic year at regular rent may be shortened under certain conditions:

- Contracts can only be terminated at the end of any given months.
- You must give notice to the International Office at least 8 weeks before the intended date of termination of the contract.
- Studentenwerk is able to successfully arrange for a new tenant to take over your contract.
- You have to make a supplementary payment to cover the difference in rent price between regular rent and short term rent for those months that you held the contract.

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 we are successful in finding another person to take your room. Depending on the time you inform us of your decision, this may result in claims of several months rent!

Security Deposit

All tenants in student residences must make a security deposit of €300. The money must be received by Studentenwerk at least 2 weeks before the beginning of your contract. You will receive detailed instructions and bank data with your [Housing Assignment](#). You should ask your bank what fees they charge and add it to the amount of transfer, thus making sure that the total €300 will be received by Studentenwerk. Please do not send us copies of your bank documents as proof of the transaction. The decisive factor is that the money is credited to the account of Studentenwerk.

At the end of your stay, you will have a check-out meeting with the residence manager. If he has no complaints concerning your room, if everything is well-cleaned, no items are damaged or missing and if you do not have any financial debts to Studentenwerk, you will get a full refund of your security deposit. Otherwise, the amount you owe will be deducted from the deposit. The money will be transferred to your account usually 6 – 8 weeks after your check-out. Please be sure to fill out a [Security Deposit Refund form](#) before your departure and leave it with the International Office.

Additional Fees

Studentenwerk charges a one-time fee of €20 for every new contract issued. This amount is withdrawn from your account with the first month's rent. (Students are expected to open an account at a German bank immediately after their arrival and authorize Studentenwerk to withdraw the rent directly from this account.)

Besides, all students receive bedding (pillow & blanket) and linens. The rental fee is €15, payable in cash at the International Office after arrival. This is a one-time fee (not monthly).



Residences and Rental Prices (as of January 1, 2009)

Residence		Monthly Rent (Regular)	Monthly Rent (Short Term)
Gutenbergstraße	old section	€ 185	€ 218
	new section	€ 283 / € 338 € 356	€ 326 / € 281 € 399
Heidenheimer Straße	old building	€ 183 / € 246	€ 215 / € 278
	new building	€ 270 / € 305	€ 312 / € 347
Frauensteige		€ 234 / € 260	€ 272 / € 298
Syrlinstraße		€ 239 / € 271	€ 281 / 313
		€ 292 / € 317	€ 334 / € 359
Gerbergasse		€ 240	€ 278
Hauffstrasse		€ 215 / € 223	€ 253 / € 261
		€ 229	€ 267
Heilmeyersteige		€ 240 / € 268	€ 280 / € 308
Wiley		€ 238 / € 254	€ 276 / 292

For more information on the individual residences please go to

<http://www.uni-ulm.de/en/international/welcome-to-ulm/housing/student-residences.html>

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!

Contact Information

All communication with Studentenwerk concerning the accommodation of ERASMUS / EXCHANGE 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

- Student Residences
- Private Housing

Stand: 02.06.09/Ha