



**ERASMUS – EXCHANGE
ARRIVAL NOTIFICATION**

| | |
|--------------------------------|---|
| Family (Last) Name, First Name | |
| Home University | |
| Exchange Program | <input type="checkbox"/> ERASMUS <input type="checkbox"/> Bilateral Exchange <input type="checkbox"/> Baden-Württemberg-Programm <input type="checkbox"/> Other: |
| eMail Address | |
| Mobile Phone Number | ++ (national access code) / |

| | |
|--|--|
| Are you coming to Germany by Plane? | |
| Departure Airport | |
| Date of Departure | |
| Flight Number | |
| Arrival Airport | |
| Date of Arrival | |
| Time of Arrival | |

| | |
|--|---|
| When and how are you coming to Ulm? | |
| Means of Transportation | <input type="checkbox"/> By Car <input type="checkbox"/> By Bus <input type="checkbox"/> By Train |
| Date of Arrival | |
| Time of Arrival | |

| | |
|--------------|-----------|
| | |
| _____ | _____ |
| Date | Signature |

The International Office has to make numerous arrangements on your behalf – and quite in advance of your actual arrival. We therefore ask you to fill out this form and answer *all the questions* concerning your trip.

All ERASMUS/EXCHANGE students will be assigned to a personal S.T.E.P.S. tutor who will meet them at the train station, escort them to their room and assist them with all formalities during the first days after their arrival. In order to match all incoming students with a tutor, we need to have precise information about day and time of arrival.

Before planning your trip, please refer to the “Academic Calendar” or the “Preliminary Program” in order to find out what the arrival days are. We regret that we cannot accommodate you before those dates. Please note that our S.T.E.P.S. tutors are volunteers. Therefore you should not expect that they pick you up before 8:00 a.m. or after 10:00 p.m.