

## Exchange Program Application Checklist

To be considered for admission as a non-degree seeking exchange student, please submit the following items (please use this list as a cover sheet and check off the items you include):

Application as an Exchange Student starting

Duration:

Name:

- Application and Immatriculation as an Exchange Student:**  
please complete the attached form (4 pages) print it and sign. Don't forget to have your exchange coordinator sign the form as well.
- One passport photograph:**  
to be attached to the Application and Immatriculation Form.
- Application and Immatriculation as an Exchange Student – Part II: Housing:**  
please complete and sign the attached form (1 Page).
- Registration form for a Preparatory German Language Course:**  
please complete and sign this form if you wish to participate in the preparatory German language course.
- Official transcript from your home university.**
- Copy of ID page of your passport.**

**Deadline for receipt of all materials: June 15/December 15**

Please return all items to

Ruprecht-Karls-Universität Heidelberg  
Dezernat Internationale Beziehungen  
Seminarstrasse 2  
69117 Heidelberg