



Accommodation Information (INTAP) for the winter semester 2019/20

This guide is prepared for all **exchange students** who apply for a place at the Hochschule Esslingen – University of Applied Sciences, and wish to find accommodation in a student dormitory in Esslingen.

Take some time to read this leaflet carefully before completing the “Online Application”. If your form is filled out properly you will receive a prompt response, but an incomplete form will cause a delay.

General information concerning residences

It is important that we receive your online registrations as soon as possible, as all applications for accommodation will be considered on a “first come-first served basis”.

The deadline for the online accommodation application is **31st May**.

You will be assigned for a room at the Dormitory “**Geschwister-Scholl-Strasse 15**”, D-73732 Esslingen (only self-catering).

Because of your study program, you will continue to live in this dormitory for only 4 months, therefore you will receive a rental agreement from 1st September to 30th December. But our dormitory rooms can only be rented for a minimum of one semester, so the rent must be paid for the complete semester (i.e. 1st September – 28th/29th February or 1st March – 31st August).

The amount of the rent for the complete semester is € 1.560,- that means € 390,- a month.

The deposit amounts € 400,-.

For further information please see the FAQ’s.

Please note that there are no reductions or refunds for late arrivals or early departures.

The rent must be paid for the whole semester.

Latest date for checking out of the residence is **the last working day in August (no checking out on Saturdays, Sundays and public holidays).**

Online Application

- It is not allowed to apply for dormitory room again if you actually stay in one of our dormitories.
- Please see our FAQ’s und i buttons.
- Please find the online application under the link <https://www.studierendenwerk-stuttgart.de/en/accommodation/online-application/>
- Please specify under which program you will come to Hochschule Esslingen, e.g. “INTAP”.
- The current certificate of enrolment can be given at a later date.

Student Contact Details

Every section of the student contact details needs to be completed.

Please contact me directly if you have any questions about online application. Phone: +49 (0)711 203731 101, Monday to Thursday between 9.00 to 11.00 am; E-mail: x.ladewig@sw-stuttgart.de.

Offer of a room

As soon as (approx. 8 weeks before check in) we have done the final assignment of rooms, you will be informed in the dormitory Geschwister-Scholl-Straße you will be accommodated. Furthermore you will be required to make a **prepayment of at least € 800,-** . It is € 400,- for the deposit and € 400,- for a prepayment of the first rent. If the monthly rent for your room is more or less than € 400,- the difference will be offset in the following month.

This payment has to be transferred until the deadline (within 2 weeks after you have received the room offer via E-Mail from us) which you will find in the letter of room offer via Email.

You will receive detailed information concerning the mode of payment with the offer of the room.



Cancelling of reservation

If you decide that you do not need accommodation, please inform the Studierendenwerk Stuttgart/Accommodation Service as soon as possible (**latest until 15 July**) in written form (**also via E-mail**, E-mail address: x.ladewig@sw-stuttgart.de or **via Fax**, Fax: +49 711 203731 105) to the following **address**:

Studierendenwerk Stuttgart
Wohnheimverwaltung/Accommodation Service
Mettinger Str. 127
Westpoint
D-73728 Esslingen- Germany

Arrival at Esslingen

About 4 weeks before your arrival, you will receive an email with information concerning location and the check-in-times for the residence. On the arrival day please go directly to the dormitory, where you will be required to sign a rental agreement for the period of your study. The rent will be deducted once a month, at the latest until the 5 day of each month. For that reason you have to open a bank account in Germany **after your arrival** and fill out a debit permission form. Only current accounts in Germany may be used (no foreign banks, no savings accounts).

Check in and Check out are only possible on weekdays, not possible on Saturdays, Sundays and public holidays.

Are there reductions or refunds for late arrivals or early departures?

No the rent must be paid for the whole semester.

If you cannot arrive the official arrival day, suggested places to stay are:

ECOINN Hotel am Campus
Kanalstr. 14 – 16
73728 Esslingen

Tel.: +49 (0) 711 31 05 89 – 0
Fax.: +49 (0) 711 31 05 89 – 10
E-Mail: info@ecoinn.de
Homepage: www.ecoinn.de

Jugendherberge Stuttgart
Haußmannstr. 27
70188 Stuttgart

Tel: +49 (0) 711 66 47 47 - 0
Fax: +49 (0) 711 23 610 41
E-Mail: info@jugendherberge-stuttgart.de

Frequently asked Questions

Is my room furnished?

Yes. Rooms are furnished with necessary furniture and equipment. All rooms have a bed, chair, desk, wardrobe and lamps.

Pillow, cover, sheets and bedspread can be bought from the janitor for an amount of € 50.

Where is the bathroom?

Two neighbouring rooms share one bathroom and toilet.



What equipment is supplied in the kitchen?

A kitchen is shared by 4, 6 or 8 students.

Cooking utensils, crockery and cutlery are not generally provided, though there might be a stock from former residents.

Cookers, fridges, freezers and cupboards are provided.

Please notice: There are no microwaves, toasters, egg boilers or rice cookers provided.

What happens to my mail?

In the dormitory there is a mailbox for each room number. The postman will put your mail into the appropriate mailbox. Be sure of writing the correct address and the room number.

Example: Geschwister-Scholl-Str. 15, room number xxx

Is there internet connection in my room?

Yes, it works with LAN cable and the use of internet is free of charge.

What about laundry and linen?

There is a laundry room in the basement with washing machines and dryers. It costs € 2,10 a washing and € 1,60 a drying.

Pillow, cover, sheets and bedspread cost € 50,- and can be received from the janitor. The cost of € 50,- will be debited together with the monthly rent for October.

You have to bring your own towels.

Am I allowed to have guests in the dormitory?

Unfortunately not, the room is rented out for one person only.

Is it possible to move within the different dormitories?

Unfortunately it is not possible.

What happens to the deposit when I move out?

It will be refunded not earlier than six weeks after the rental agreement has expired, provided that the room is left in a condition ready to move in, with complete inventory and all keys.

Is it possible to extend my rental agreement?

There is a possibility to extend your rental agreement from winter to summer term.

But it cannot be guaranteed.

Does the janitor speak English? Yes.

More Questions

If you have further questions, please get in touch. The student Accommodation Service has a special e-mail account: x.ladewig@sw-stuttgart.de.

International Office

Studierendenwerk Stuttgart/Accommodation Service

Interesting link:

www.studierendenwerk-stuttgart.de

www.idormdict.de