



Accommodation Information (KEEP) for the summer semester 2019

This guide is prepared for all **exchange students from partner universities** 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 registration 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 30th of November.

You will be assigned for a room in Geschwister-Scholl-Straße 15 (exceptions may be possible), D-73732 Esslingen (only self-catering).

The rent amounts to € 1.560, - per semester + a deposit of € 400,-.

As soon as we have done the assignment of the rooms you will be required to make a transfer of a total amount of **€ 1.960,-**.

The transfer has to be received before the 1st of March.

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

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

The rent must be paid for the whole rental period.

Latest date for checking out of the residence is the **last day in August except it falls on a weekend.**

Online Application

- It is not allowed to apply a dormitory room again if you already stay at 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. **“KEEP”**.
- The current certificate of enrolment could be given at a later date.
- The question **“Desired term of lease”** must be always filled with **“4” months. Rooms in the dormitories can only be paid for complete semesters (i.e. 1 September – 28./29. February or 1 March – 31 August).**

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 € 1.960,-**. It is € 400,- for the deposit and € 1.560,- for a prepayment of the whole semester.

This payment has to be transferred until

1st of March from your University.

Your University and 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 the 15th of January**) 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.

Check in and check out are only possible on weekdays, not possible on weekends 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 arrive out of 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 rooms share one bathroom and toilet. You have to bring your own towels.

What equipment is supplied in the self-catering halls in the kitchen?

A large Kitchen shared with 4, 6 or 8 Students.

Cooking utensils, crockery and cutlery are not generally provided, though there is the possibility that there is 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.

Is there internet connection in my room?

Yes, and use for the internet is free of charge.

What about laundry and linen?

There are laundry rooms in all dormitories with washing machines and dryers available. It costs € 2,10 a washing and € 1,60 a drying.

A set of bed sheets, pillow and cover blanket can be bought from the janitors for an amount of € 50.

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.



**STUDIERENDENWERK
STUTT GART**

**International Office
Studierendenwerk Stuttgart/Accommodation Service**

Interesting link:

www.studierendenwerk-stuttgart.de

www.idormdict.de