

## Accommodation form for NON European Partner University exchange students

If you wish to reserve a room for your period of stay. Please read the following information and sign the document. Please check your personal data and sign this document:

### Student's Personal Data

<b>Last name:</b>	<b>First name:</b>
<b>Date of Birth:</b>	<b>Place of birth:</b>
<b>Gender:</b>	<b>Nationality:</b>
<b>Home institution:</b>	
<b>Study level:</b>	
<b>Period of Study:</b>	

### Rooms and dormitories:

- The rooms will be reserved in furnished student dormitories **without bedclothes and towels** (these have to be purchased by the student). It is not possible to take special wishes into consideration like single apartment or regarding the location of the room.
- The **monthly rent ranges between 300€ and 410€**, depending on the room.
- Information about the address of the room and handing over of keys will be provided to you shortly before your arrival to Dortmund. **We kindly ask you to you refrain from further enquiries in advance.**
- Recently the request for rooms exceeded the available offer. Please note that until the official confirmation of a dormitory room by the International Office no room reservation can be guaranteed due to this situation. **There is no legal claim to a room reservation.**

### Important information about renting period:

<b>Renting period for exchange BACHELOR students:</b>		
1 semester	Summer semester:	01.03. – 31.07.
	Winter semester:	01.09. – 28.02.
2 semesters	Winter semester + summer semester:	01.09. – 31.07.
<b>Renting period for exchange MASTER students</b>		
1 semester	Summer semester:	01.04. – 31.08.
	Winter semester:	01.10. – 28.02.
2 semesters	Winter semester + summer semester:	01.10. – 31.08.
Master students who would like to rent a room from 1st March/ 1st September are kindly asked to contact the International Office early in advance during the application process!		

## Accommodation form for NON European Partner University exchange students

**With signing and sending this document back to the International Office I agree that:**

- I have read the information carefully and agree with the mentioned conditions,
- The Dortmund University of Applied Sciences and Arts (Fachhochschule Dortmund) arranges my accommodation in a student dormitory,
  - Accommodation will be reserved only if **I will transfer the advanced payment of approximately 1000 €\* and the signed rental agreement *within* the deadline given by Studierendenwerk Dortmund. Inability to meet the due date will lead to the cancellation of the room.**
  - In case I decline my stay in Dortmund after transferring the advanced payment of approximately 1000 €, I accept the possibility that incurred costs like the rent will be paid from that amount.

Advanced payment information:

	<b>700€</b>	<b>deposit</b>	
+	<b>310 - 410</b>	<b>one month rent*</b>	<b>*the exact ammount will be in the email which also contains your rental agreement.</b>
	<b>approximately 1000 €*</b>	<b>total amount*</b>	<b>* the exact ammount will be in the email - bank wires overseas usually entail a mandatory fee - the actual incoming payment needs to be the total amount</b>

**Important information about moving in:**

<b>Moving in:</b>
<b>Generally moving in is only possible 5 days later than the start of the rental contract (due to cleaning) and on a working day</b> from Monday-Friday and not on a weekend, on a non-business day or on public holiday – e.g. Christmas, Eastern, 03.10.
<b>Moving out:</b>
You have to move out <b>one day before the last working day</b> (E.g. if your contract ends up on a weekend or on Friday you have to move out on the day before the last working day = Thursday; if it ends on Monday you have to move out on Friday etc.). You can only move out <b>on a working day</b> from Monday-Friday and not on weekend, on a non-business day or on public holiday.
<b>Payment of the rent to Studierendenwerk:</b>
The rent must be paid <u>monthly</u> by: direct debit, bank transfer or credit card (Visa/Master); <u>no cash payment possible!</u>

**Herewith I declare the acceptance of these conditions and the correctness and completeness of all information given in this form.**

\_\_\_\_\_  
Place and Date

\_\_\_\_\_  
Student's signature