

# Fact Sheet 2024

Furtwangen University (HFU)  
International Center  
Robert-Gerwig-Platz 1  
78120 Furtwangen, Germany  
[international@hfu.eu](mailto:international@hfu.eu)



[Home | Furtwangen University \(hs-furtwangen.de\)](https://www.hs-furtwangen.de/)

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## Introduction to Furtwangen University of Applied Sciences

Furtwangen University (known by its German acronym “HFU”) focuses on applied learning and research in **mechanical engineering, information and media sciences, business and health sciences** — and has been ranked among Germany’s top universities in a number of these fields by major national publications and surveys conducted amongst students and employers.

With about 4600 **students**, the academic community is large **enough to** enjoy modern laboratories, a highly modern IT infrastructure, and one of Germany’s best science libraries, yet small enough to maintain a personal touch. Small class sizes, regular personal contact with the teaching staff, and an excellent learning environment help guarantee good results and a positive experience.

Students and staff also benefit from the large international population on campus, as well as the natural beauty of the surrounding regions, including Germany’s renowned **Black Forest**. The enormous range of activities on campus includes over 30 different sports, from skiing and climbing to tennis and mountain biking.

Students generally earn a bachelor’s degree within seven semesters, including a semester-long work placement and thesis. In addition, students gain experience through team-oriented project work, or during a study semester abroad at one of our more than 140 partner universities worldwide. Master degree programmes at HFU usually take three semesters to complete.

## Campus Locations



**Furtwangen** is the location of the original campus, in the heart of the Black Forest.

Address: Robert-Gerwig-Platz 1, 78120 Furtwangen.

**Villingen-Schwenningen** is a twin town, 30 km east of Furtwangen. The campus is located in **Schwenningen**.  
Address: Jakob-Kienzle-Strasse 17, 78054 Villingen-Schwenningen

**Tuttlingen** is located 30 km south-east of Villingen-Schwenningen. It hosts the newest campus which is co-funded from industry.

Address: Kronenstrasse 16, 78532 Tuttlingen

## Faculties at Furtwangen Campus

- Digital Media (DM)
- Computer Science (IN)
- Health, Safety, Society (GSG)
- Business Information Systems (WI)
- Business Administration and Engineering (WING)
- Mechanical and Medical Engineering (MME) – only Electrical Engineering BSc and Smart Systems MSc

For exchange students the so-called **International Semester@Furtwangen Campus** comprises English-taught classes from all the Furtwangen-based faculties.

| Faculties at Schwenningen Campus |  |
|----------------------------------|--|
|                                  | <ul style="list-style-type: none"> <li>• HFU Business School (W)</li> <li>• Mechanical and Medical Engineering (MME)</li> <li>• Medical and Life Sciences (MLS)</li> </ul> |
| Faculty at Tuttlingen Campus     |  |
|                                  | <ul style="list-style-type: none"> <li>• Industrial Technologies (ITE)</li> </ul>  |

| Contacts   |   |
|--|---|
| International Center   |   |
| Head   | Ms. Brigitte Minderlein <a href="mailto:brigitte.minderlein@hfu.eu">brigitte.minderlein@hfu.eu</a>  |
| Deputy Head  | Ms. Anette Kohler <a href="mailto:anette.kohler@hfu.eu">anette.kohler@hfu.eu</a>  |
| ERASMUS+ Institutional Coordinator                                 | Ms. Brigitte Minderlein   |
| Scholarships   | Ms. Ulrike Waldvogel <a href="mailto:ulrike.waldvogel@hfu.eu">ulrike.waldvogel@hfu.eu</a>   |
| Projects   | Ms. Lucia Schwarz <a href="mailto:lucia.schwarz@hfu.eu">lucia.schwarz@hfu.eu</a>  |
| Incoming Students  | Email: <a href="mailto:incoming@hfu.eu">incoming@hfu.eu</a>   |
| Furtwangen Campus  | Ms. Julia Hennig <a href="mailto:julia.hennig@hfu.eu">julia.hennig@hfu.eu</a>   |
| Schwenningen Campus  | Ms. Petra Balasta <a href="mailto:petra.balasta@hfu.eu">petra.balasta@hfu.eu</a>  |
| Tuttlingen Campus  | NN  |
| Outgoing Students (all campuses)                                   | Email: <a href="mailto:outgoing@hfu.eu">outgoing@hfu.eu</a>   |
| Faculty Coordinators (responsible for signing Learning Agreements) |   |
| FURTWANGEN CAMPUS  |   |
| International Semester   | Prof. Dr. Achim Karduck <a href="mailto:achim.karduck@hfu.eu">achim.karduck@hfu.eu</a>  |
| Computer Science (IN)  | Prof. Dr. Achim Karduck <a href="mailto:achim.karduck@hfu.eu">achim.karduck@hfu.eu</a>  |
| Digital Media (DM)   | Prof. Dr. Norbert Schnell <a href="mailto:norbert.schnell@hfu.eu">norbert.schnell@hfu.eu</a>  |
| Business Information Systems (WI)                                  | Prof. Dr. Eduard Heindl <a href="mailto:eduard.heindl@hfu.eu">eduard.heindl@hfu.eu</a>  |
| Business Administration and Engineering (WING)                     | INCOMINGS: Prof. Dr. Ulrich Kallmann <a href="mailto:ulrich.kallmann@hfu.eu">ulrich.kallmann@hfu.eu</a><br>OUTGOINGS: Prof. Lutz Leuendorf <a href="mailto:lutz.leuendorf@hfu.eu">lutz.leuendorf@hfu.eu</a>   |
| Health, Safety, Society (GSG)                                      | Applied Health Sciences, Safety and Security Engineering:<br>Prof. Dr. Kirsten Steinhausen <a href="mailto:kirsten.steinhausen@hfu.eu">kirsten.steinhausen@hfu.eu</a><br>Physiotherapy: Prof. Dr. Erwin Scherfer <a href="mailto:erwin.scherfer@hfu.eu">erwin.scherfer@hfu.eu</a> |
| Mechanical and Medical Engineering (MME)                           | Prof. Dr. Ekkehard Batzies <a href="mailto:ekkehard.batzies@hfu.eu">ekkehard.batzies@hfu.eu</a>   |
| TUTTLINGEN CAMPUS  |   |
| Industrial Engineering (ITE)                                       | Prof. Dr. Erwin Bürk <a href="mailto:erwin.buerk@hfu.eu">erwin.buerk@hfu.eu</a>   |
| SCHWENNINGEN CAMPUS  |   |
| Medical and Life Sciences (MLS)                                    | Prof. Dr. Ulrike Fasol <a href="mailto:Ulrike.fasol@hfu.eu">Ulrike.fasol@hfu.eu</a>   |
| Mechanical and Medical Engineering (MME)                           | Prof. Dr. Rüdiger Kukral <a href="mailto:ruediger.kukral@hfu.eu">ruediger.kukral@hfu.eu</a>   |
| HFU Business School (W)  | Mr. Daniel Krause (for all countries not listed below)  |
| France, Netherlands, Finland                                       | Mr. Raphael Gilles <a href="mailto:raphael.gilles@hfu.eu">raphael.gilles@hfu.eu</a>   |
| China (incl. Taiwan), Korea  | Ms. Li Fang-Heck <a href="mailto:li.fang-heck@hfu.eu">li.fang-heck@hfu.eu</a>   |
| Spanish speaking countries, Brasil                                 | Ms. Dulce Rudolph <a href="mailto:dulce.estela.rudolph@hfu.eu">dulce.estela.rudolph@hfu.eu</a>  |
| Hungary, South Africa  | Prof. Dr. Rütger Conzelmann <a href="mailto:ruetger.conzelmann@hfu.eu">ruetger.conzelmann@hfu.eu</a>  |
| Australia, New Zealand, Japan, Switzerland                         | Prof. Dr. Michael Lederer <a href="mailto:michael.lederer@hfu.eu">michael.lederer@hfu.eu</a>  |
| UK   | Prof. Dr. Paul Taylor <a href="mailto:paul.taylor@hfu.eu">paul.taylor@hfu.eu</a>  |
| USA, Canada  | Prof. Dr. Melanie Seemann <a href="mailto:melanie.seemann@hfu.eu">melanie.seemann@hfu.eu</a>  |

## Practical Information

### Fall Semester Dates

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| Preferred Arrival Date                                | A few days before the Orientation Programme starts (late September)          |
| Orientation Programme (incl. German intensive course) | One week before the start of lectures (attendance is mandatory)              |
| Lecture Period (incl. exams)                          | Approximately 1 October to 25 February                                       |
| General holidays                                      | No lectures between Christmas (24 <sup>th</sup> December) and New Year's Day |

### Spring Semester Dates

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| Preferred Arrival Date                                | 1 March   |
| Orientation Programme (incl. German intensive course) | One week before the start of the lectures (attendance is mandatory) |
| Lecture Period (incl. exams)                          | Approximately 15 March to 31 July                                   |
| General holidays                                      | There is a one-week break either at Easter or Pentecost             |

### Application and Nomination Process for Incoming Students

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| Nomination Deadline   | For entry in the spring semester: 15 October<br>For entry in the fall semester: 15 April   |
| Application Deadline  | For entry in the spring semester: 1 November<br>For entry in the fall semester: 1 May  |
| Nomination and Application procedure and required documents | Students must be nominated by their home institution by email (with the HFU nomination form)<br>Students will then be contacted directly with further information about the application process (including application link)<br>Students must apply online and upload the following documents: <ul style="list-style-type: none"> <li>• CV/resume</li> <li>• Passport-sized photograph</li> <li>• Subject and grade report, both in the original language and in German or English translation</li> <li>• Letter of motivation</li> <li>• Proof of English or German skills (at least B1)</li> </ul> |

### Housing

The International Center provides accommodation for all exchange students. A 500 Euro reservation fee has to be made by the student. The reservation fee is fully refunded once the student arrives on campus.

#### Type of accommodation available

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| Furtwangen   | Rooms are available in dormitories owned by the SWFR (Studierendenwerk Freiburg) Student Houses Großhausberg: <a href="http://www.studierendenwerk-freiburg-schwarzwald.de">Student Houses Großhausberg: Studierendenwerk Freiburg-Schwarzwald (swfr.de)</a>           |
| Schwenningen | Rooms are available either in dormitories owned by the SWFR (Studierendenwerk Freiburg) or in private houses. <a href="http://www.studierendenwerk-freiburg-schwarzwald.de">Dormitories in Villingen-Schwenningen: Studierendenwerk Freiburg-Schwarzwald (swfr.de)</a> |
| Tuttlingen   | Rooms are only available in private houses.  |

**Important:** Rooms can only be rented for a **6-month period** (March to August or September to February)! Rooms booked through the International Center in the above named SWFR dormitories for short rental period (one or two semesters) are charged a monthly supplement of 15 Euro. For rooms in private houses a liability insurance is normally required.

| Cost of Living   |  |
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| The monthly expenses for room and board in Germany, including health insurance, are estimated to be 934€. The cost of living in Furtwangen, Schwenningen, and Tuttlingen, however, is below that of most other university towns in Germany |  |
| Academic System  |  |
| Contact hours  | The academic programmes are structured in semester hours per week (Semesterwochenstunde = sws). One semester hour per week (contact hour) equals a lecture of 45 minutes for the duration of one semester. One semester usually consists of about 15 weeks.  |
| Academic Credit  | The workload of one semester corresponds to 30 ECTS credits (European Credit Transfer System).   |
| Grading System   | Grades range from 5.0 (minimum) to 1.0 (maximum) and 4.0 is the minimum passing grade. 2.5 is considered a good grade  |
| Language of Instruction and Programmes for Exchange Students   |  |
| Language specification   | Courses are offered in German and partly in English (not on Tuttlingen Campus!). Some degree-programmes are taught entirely in English. Exchange students can choose from a variety of lectures taught in English, across the faculties (→ International Semester only on Furtwangen Campus, see below)<br>A list of all courses currently being offered on all bachelor's and master's programmes, as well as a list of electives, organized by the location where they are offered, and a list of courses which are not taught in German can be found here: <a href="https://www.hs-furtwangen.de/programmes-electives-and-language-courses-offered">Programmes, electives and language courses offered   Studying at HFU (hs-furtwangen.de)</a> |
| Bachelor programmes taught in English:   | International Business Management B.A. (Schwenningen Campus)<br><a href="https://www.hs-furtwangen.de/international-business-management-bachelor-ibm">International Business Management Bachelor (IBM) (hs-furtwangen.de)</a><br>International Business Information Systems BSc. (Furtwangen Campus)<br><a href="https://www.hs-furtwangen.de/international-business-information-systems-100%english">International Business Information Systems 100% English (hs-furtwangen.de)</a>   |
| Master programmes taught in English  | Smart Systems M.Sc., Biomedical Engineering M.Sc., Business Consulting M.Sc., Medicine Diagnostics M.Sc, International Business Management MBA, International Management M.Sc., Precision Medicine Diagnostics M.Sc.<br><a href="https://www.hs-furtwangen.de/programmes">Programmes   Furtwangen University (hs-furtwangen.de)</a>  |
| <b>International Semester@Furtwangen Campus</b><br>(customized programme for exchange students)  | Academic Director: Prof. Dr. Achim Karduck<br><a href="mailto:Achim.karduck@hfu.eu">Achim.karduck@hfu.eu</a><br><a href="https://www.hs-furtwangen.de/programmes-taught-in-english">Programmes taught in English   International (hs-furtwangen.de)</a>  |
| German as a Foreign Language   |  |
| German courses   | German as a foreign language (DaF) is taught in 5 levels of proficiency as regular courses during the semester. The pre-term intensive course is only taught in level A1 and A2<br><a href="https://www.hs-furtwangen.de/german-courses">German courses   Language courses - School of Languages and Culture (hs-furtwangen.de)</a>  |
| Insurance  |  |
| Health Insurance   | EU students must bring their EHIC (European Health Insurance Card).<br>Non-EU students must take out a <b>German statutory health insurance</b> (cost around 100 Euro per month) or get an exemption   |

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|  | <p>letter, which can be issued by a German statutory health insurance company if the student's international health insurance meets the requirements (which is usually not the case!).</p> <p>With one of the following service providers Expatrio, Fintiba, or Coracle students can take out the necessary statutory health insurance online from home.</p> <p>We strongly recommend that students take out a travel insurance for their flight and the first days in Germany before enrolment</p>   |
| Accident Insurance   | <p><b>Statutory Accident Insurance:</b><br/>Students registered at a German accredited university are covered under the Social Act 'SGB VII'.<br/>Insurance cover is provided:</p> <ul style="list-style-type: none"> <li>• during lectures and seminars</li> <li>• revision courses and field trips</li> <li>• public libraries</li> <li>• in different sports at the University</li> <li>• activities of the student body and other university related activities</li> </ul> <p>Accidents that occur on campus or on the direct route between home and university or during university sports must be reported to the University Secretary</p> <p><b>Leisure Accident Insurance</b> is provided by the Student Services Freiburg (see below).</p> |
| Liability Insurance  | <p><b>Liability Insurance within university grounds</b> is provided by the Student Services Freiburg (see below)</p> <p><b>Private liability insurance:</b><br/>We strongly recommend students to take out private liability insurance.</p>   |
| <b>Fees</b>  |   |
| Exchange students from partner universities are exempt from paying the Administration fee and the Student Union contribution. However, they must pay the Student services fee.   |   |
| Student Services Fee   | <p>66 Euro – includes the following insurances:</p> <ul style="list-style-type: none"> <li>• <b>liability insurance within the university</b></li> <li>• <b>theft protection within university grounds</b></li> <li>• <b>leisure accident insurance</b> (outside the university)</li> </ul> <p>For more information check <a href="#">Insurance: Studierendenwerk Freiburg-Schwarzwald (swfr.de)</a></p>  |
| <b>Visa and Residence Permit for Non-EU students</b>   |   |
| <p>Non-EU students must apply for a visa in their resident country.</p> <p>Students from certain Non-EU countries can enter Germany without a visa (please check the websites of the German embassy in your home country for details) and apply for a residence permit after their arrival in Germany.</p> |   |
| <b>Services for International Students</b>   |   |
| Pick-up service  | The International Center offers a pick-up service at the local bus stop/train station for exchange students from partner universities. Degree-seeking students in international study programmes should contact their respective programme coordinator  |
| Buddy Programme  | The International Center runs a Buddy Programme which arranges contact between German students and new exchange students. Before arrival, every exchange student can contact his/her buddy by email. A buddy is a German student who helps new international students to get to know what everyday life at university is like, especially at the semester start. Everyone knows how important the first impressions of a new town or a new  |

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|  | country can be and how nice it is to have someone you already know when you arrive.   |
| Orientation Programme and German Seminar | About one week prior to the beginning of classes, the International Center runs an Orientation Programme during which exchange students are provided with important information regarding their stay in Germany. They receive information and support in administrative matters (residence registration, enrolment, immigration etc.). Two weeks prior to the beginning of classes students can take part in an online German intensive course (for beginners at or below B1 level). For successful completion of this programme (including German language course) students can gain 3 ECTS. |
| Trips and Events                         | The International Center and the International Student Community (ISC) organize a number of trips and events throughout the year: a 3-day trip to Berlin, day trips to Heidelberg, Konstanz, Freiburg, Stuttgart and other places, cross-country skiing, hiking tours, international festivals, movie nights, country presentations and more.   |