



WBS Information for Incomings Winter Semester 2024/25

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| Erasmus Identification code | D WIESBAD01 |
| Website | www.hs-rm.de/wbs |
| Name and Address | Wiesbaden Business School Bleichstrasse 44, 65183 Wiesbaden, Germany |
| Director International Relations | Professor Dr. Marina Grusevaja marina.grusevaja@hs-rm.de |
| International Office | international.office-wbs@hs-rm.de |
| Contact Person for Incomings | Ms Isabelle Meissner isabelle.meissner@hs-rm.de |
| Contact Person for Outgoings | Ms Blanca Beutler blanca.beutler@hs-rm.de |
| Telephone/ Fax | +49 611 9495-3107 or -3131/ Fax: +49 611 9495-3101 |
| Winter Semester 2024/25 | |
| Enrolment for Exchange Students <small>online/ Welcome Event at KSR*</small> | tba / tba |
| German Intensive Course for Exchange Students (2 weeks) <small>at KSR*</small> | mid of Sept. 2024 |
| Begin and end of lectures (14 weeks) <small>at WBS*</small> | 14 October 2024 – 25 January 2025 |
| Lecture-free time (Christmas holidays) | 30 December 2024 – 3 January 2025 |
| Examination period (3 weeks) <small>at WBS*</small> | 27 January – 15 February 2025° |
| ° If the WBS examination period and your home university's semester start overlap, we do offer options for alternative performances to achieve ECTS/credit points - like homework assignments, presentations, alternative exam dates or exams at your home university under certain conditions. | |
| End of semester <small>at WBS</small> | 31 March 2025 |
| <small>*tba, online or at KSR=Kurt-Schumacher-Ring 18 (Main Campus) or at WBS=Wiesbaden Business School, Bleichstrasse 44</small> | |
| General Information for exchange students: www.hs-rm.de/en/international/from-abroad | |
| How, When and What - First Guide for WBS Incoming Exchange Students (MP4): https://www.hs-rm.de/fileadmin/Home/Fachbereiche/Wiesbaden_Business_School/Profil/International/How_When_and_What_-_First_Guide_for_WBS_Incoming_Exchange_Students.mp4 | |
| Nomination Deadline | Nomination by home university as soon as possible (by e-mail) |
| Application Deadline | 31 May 2024 for Winter Semester (application link will be sent by e-mail) |
| Before arrival (in short) | - Nomination by Home University - Online registration and application via Mobility-Online - Application Form - signed by home university (+ CV + Motivation Letter) - Copy of Passport – only from non-EU students for visa reasons |
| Required documents for enrolment at RheinMain University | - Passport - 1 Photograph - Proof of Health Insurance (paper copy) - Bank receipt for the payment of the semester fee of ca. € 260 (paper copy) |
| Course Choice/ Exam Registration | No restrictions in all WBS bachelor programs/ By mid – end of October 2024 (exact dates tba) |
| Learning Agreement/ OLA (Erasmus+) | Provided by your home university. The LA can be completed after arrival / European Erasmus+ student mobility (https://learning-agreement.eu/): WBS Exchange Program: Marina Grusevaja OLAin.office-wbs@hs-rm.de or isabelle.meissner@hs-rm.de |
| Language Requirement | For language of instruction B2 level recommended (German or English depending on course choice) |
| Acceptance/ Invitation Letter | Letters can be expected approximately two weeks after the application deadline |
| Accommodation | www.hs-rm.de/en/studying-with-us/study-organization (incoming@hs-rm.de) and https://hbx.fhrz.net/getlink/fiAx5yrGFceQ8XJiBdDpuq/ |
| All information for Incoming Exchange Students at WBS can be found on our homepage: www.hs-rm.de/en/faculties/wiesbaden-business-school/international/incoming-students/ | |



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| Virtual tour through WBS | https://www.youtube.com/watch?v=06YczAEgpxM | | |
| Language courses/ German Intensive Course | All exchange students are invited to attend the German Intensive Course (no application necessary, free of charge). The course generally takes place during the two weeks before the beginning of lectures, starting right after enrolment; ca. 20 hours per week/ 4 Credit Points. Important note: our intensive course is primarily aimed at existing A to B1.- levels. Students with a level B2 in German may be asked to choose a semester-long course if they are interested in taking a German language class. A large selection of additional different language courses is offered during the semester: https://www.hs-rm.de/en/services/language-center#language-courses-1838 | | |
| Transcript of Records | The official ToR will be issued ca. 4 weeks after the examination period. | | |
| Grading evaluation system | Grade value | Grade | Definition |
| | 1.0 – 1.3 | very good | excellent performance |
| | 1.7, 2.0, 2.3 | good | performance that is significantly above the average requirements |
| | 2.7, 3.0, 3.3 | satisfactory | an achievement which corresponds to average requirements |
| | 3.7, 4.0 | sufficient | an achievement which barely meets the requirements |
| | 5.0 | not sufficient/failed | an achievement which does not meet the requirements |
| International Student Organisation/ Incoming Coordinators | Buddy Program organised by the Incoming Coordinators (ICs) of Wiesbaden Business School; Contact: ic-wbs@hs-rm.de . Exchange students do not need to apply; they are all automatically registered for a buddy and will get the contact data shortly before enrolment day./ Our ICs are the best contacts for problems of any kind and also organize weekly activities and excursions. | | |
| Sport facilities | RheinMain Hochschulsport offers a wide range of sport courses for students, only some courses at cost: www.hs-rm.de/hochschulsport | | |
| Information about city Wiesbaden | www.wiesbaden.de/en ; https://www.youtube.com/watch?v=ZUA7G64pa2s ; https://www.youtube.com/watch?v=0q-GAFB3QTW | | |
| Lecture free time*/ bank holidays | 03 Oct 2024 German Unity Day tba Dec. 2024 Teaching Day (Tag der Lehre) (lecture-free) 23 Dec 2024 Online studies 25/26 Dec 2024 Christmas 01 Jan 2025 New Year's Day tba. 24 Dec 2024 – 01 Jan 2025 Christmas Holidays (lecture-free time) 18 April 2025 Good Friday 21 April 2025 Easter Monday 01 May 2025 Labour Day 29 May 2025 Ascension Day 09 June 2025 Whit Monday 19 June 2025 Corpus Christi | | |