



# AMASE Student Guide 2019/20



Erasmus+

# AMASE Contacts



**UNIVERSITÄT  
DES  
SAARLANDES**

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## Dear AMASE Students,

On behalf of the European School of Materials (EUSMAT) I welcome you into our international Erasmus Mundus Master Programme. You are now part of one of the most renowned international Master Programmes in the field of Materials Science and Engineering.

As part of this Master Study Programme you will study and live at two European universities. This means you will have to get used to two different administrative and cultural structures. With this guide, we want to make it easier for you to meet this challenge since a successful degree is always associated with well-structured planning. This guide is like a "first aid kit" and contains all the important information you might need to find your way through the university "jungle" and to start planning your stay abroad (visa requirements, housing, contacts, etc.).

For your experience in Europe and in our programme, I wish you all the best and a lot of success.

Yours sincerely,

Univ.-Prof. Dr.-Ing. Frank Mücklich  
(Coordinator of AMASE, chairman  
of EUSMAT)



## Coordination of AMASE:

### Management:

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# WHAT IS AMASE?

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The AMASE programme is a joint master programme in the field of Materials Science and Engineering offered by four European universities:

- Universität des Saarlandes (Germany)
- Luleå Tekniska Universitet (Sweden)
- Université de Lorraine (France)
- Universitat Politècnica de Catalunya (Spain)

Students attend courses at two of the universities in the Consortium. They spend the first two semesters at their chosen Entrance University and the third semester at one of the other three partner universities. In the 4th semester the master's thesis is written at one of the two chosen universities.

The language of instruction is English in Luleå, German in Saarbrücken, Spanish in Barcelona and French in Nancy. The programme takes two years, including six months of working on a master's thesis. Admission requirements are a Bachelor of Science or similar degree in the field of Materials Science and Engineering, physics or related disciplines with thorough training in mathematics, physics, chemistry, physical chemistry and a basic knowledge of the structure and behaviour of materials.

The aim of the master programme is to provide:

- A well-integrated language and intercultural experience
- Education in close relation to the research activities of the four consortium members
- Education in advanced materials, to enhance the innovation potential of the students in their future activities
- Preparation of students for life-long learning in new places/different cultures and new education/work systems
- Enhancement of networking activities within the EU and with third countries in the field of research and education

At the end of the course, the student obtains a double Master's Degree awarded by the two universities where they studied.

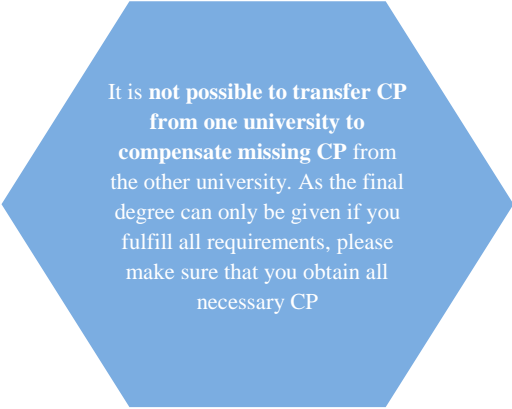
# STUDY REGULATIONS FOR AMASE STUDENTS

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## Structure of the Programme

During the first and second semester, you will study at your chosen Entrance University (one of the universities in the Consortium). Here, you will have to acquire at least 60 CP. In the third semester, you will move to your chosen Second University (any of the other universities in the Consortium). There, you will have to acquire at least 30 CP. In the fourth semester, depending on where you want to write your master's thesis, you can choose between the Entrance University and the Second University. With the thesis, you will obtain another 30 Credit Points.

The studies are structured in different modules. In order to obtain the Master's Degree, you will need to successfully pass special module elements, such as lectures, workshops, tutorials, laboratory and project work, etc. Information about the modules and courses will be given at each university at the time of your arrival. You will be guided through the process of choosing the courses that you would like to attend, in accordance with the regulations.



It is **not** possible to transfer CP from one university to compensate missing CP from the other university. As the final degree can only be given if you fulfill all requirements, please make sure that you obtain all necessary CP

### ATTENTION:

Students studying at UdS for their first or second year must have completed a minimum 6 week materials science or materials science related internship / work experience at a company.

If this is done during your AMASE studies, you will be awarded 6 ECTS. If this was done during your Bachelor studies or you had a job in the field before starting AMASE, written proofs for these activities will suffice.

**In the first semester**, 30 Credit Points must be earned. At least 25 Credit Points have to be earned from the exams of the following module elements:

1. Structure and Properties of Materials (12 - 15 CP)
2. Materials Characterization (5 - 8 CP)
3. Materials Engineering and Processing Technologies (5 - 8 CP)

**In the second semester**, you will have to select one of the following specialization tracks:

- Track 1: Advanced metallic materials (design, characterization and processing)
- Track 2: Polymers and composites (modelling, processing and tailored properties)
- Track 3: High performing surfaces (coating, structuring and fictionalization)

- Track 4: Materials engineering and manufacturing technologies
- Track 5: Bio/Nano materials (including special applications)

At least **26 of the 30 Credit Points** earned must be part of the **technical courses**, seminars and/or project work for the selected track.

**In the third semester**, you will continue with the same specialization tracks at the Second University. Additionally, you need to acquire at least 26 CP from technical courses for the track you chose.

**In the fourth semester**, you will have six months to write the master's thesis. With a successful submission, you will obtain the last 30 Credit Points.

## Intercultural Skills and Language Courses


A certain amount of Credit Points has to be achieved in the field of language courses and intercultural skills. Several language courses can be chosen at the different universities to obtain CP for this module. In the first year, you have to acquire 7 to 9 CP and in the third semester 3 to 5 CP. However, by the **end of the third semester at least 12 CP** must have been earned for the module "Language courses and intercultural skills".

Please check with your university for more detailed information. You cannot replace CP in technical subjects with CP from language courses!

## Integration Week and Professional Summer School

All first-year-AMASE students as well as some alumni will come to Saarbrücken to participate in the integration week from 24<sup>th</sup> to 31<sup>st</sup> of August 2019.

This scheme was developed in 2009 in order to prepare EUSMAT students for intercultural situations and to improve their practical competences for the study context and their professional future.



As intercultural skills are part of the module "Language courses and intercultural skills", the participation in both the Integration Week and the Professional Summer School are obligatory.

The programme is a result of close cooperation between the European School of Materials (EUSMAT) and the Chair of French Culture and Intercultural Communication. The Professional Summer School focuses on job preparation and application, career planning and networking with the industry. It will take place by mid/end of August 2020.

# DEGREE CERTIFICATES

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## Degrees of the Consortium

You will receive the following documents from your chosen university:

### Saarland University

1. Zeugnis  
Transcript of Records in German
2. Master-Urkunde  
Master's Degree;  
Certificate in German
3. Master's Degree Certificate  
Certificate in English
4. Transcript of Records  
Certificate in English
5. Diploma Supplement  
Certificate in English

### Luleå Technical University

1. Exomensbevis  
Degree Certificate
2. + Diploma  
+ Transcript of Records (Swedish)  
+ Transcript of Records (English)
3. Diploma Supplement

### Université de Lorraine

1. Diplôme de Master SIMM  
"Science et Ingénierie des Matériaux et de la Métallurgie"
2. Relevé de notes et résultats Transcript of results
3. Certificat de réussite "Master SIMM"  
Achievement certificate

### Universitat Politècnica de Catalunya

4. Expedició de títols acadèmics Expedición de títulos académicos; Issue of Degree Certificate\*
5. Expedició del Suplement Europeu al Títol
6. Transcript of Records

\*At UPC you will first receive a provisional document called "Expedició de títols acadèmics/ Expedición de títulos académicos/ Issue of Degree Certificate" before you get your real diploma (it is given on behalf of the King of Spain). In the past, the paper work to be done by the University for the true Diploma has taken a long time. However, as regulations for the awarding of diplomas have recently changed, the University has been trying to speed up the process. You can apply once the Saarland University certifies that you have passed all the necessary conditions to get the Master's Degree.

## AMASE General Master's Degree Certificate

The examination office at the Saarland University in Saarbrücken, Germany, provides a general Master's Degree Certificate which you can ask for after having obtained the certificates of the two respective universities you studied at.

### Examination office (Saarland university)

Heike-Eva Krieger

Phone: +49 681 3023853

E-mail: [amase@ps-mint.uni-saarland.de](mailto:amase@ps-mint.uni-saarland.de)



# PARTICIPATION FEES

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## Bank account and Money

For your first visit to the EU, it is advisable to bring enough money with you in order to avoid payment problems. Furthermore, we recommend you take a credit card from your home bank with you.

## General participation fees

The participation fees for the programme are to be paid to the Coordinating University (Saarland University) before enrolling at the respective university for each semester. Students who have an Erasmus Mundus scholarship do not need to pay these fees, since the participation costs are directly subtracted from the scholarship. However, **scholarship holders are obliged to open a European bank account.**

Participation fees include an insurance package (health care, accident legal liability) by the Agency Marsh. Students have the possibility to decide if they take the proposed insurance scheme or not.

Students	Fees	Comments
EU Students	1,500 € per Semester	Includes all registration fees at the different universities.
Non-EU Students	4,500 € per Semester	Includes all registration fees at the different universities.

## In case of delays finishing the programme

If all requirements to obtain the Master's Degree cannot be fulfilled during the fourth semester, the student has to be re-enrolled at the corresponding universities for one more semester.

In case the student writes their Master's Thesis at Saarland University and only the Thesis is missing, they do not need to pay participation fees for the extra semester. Nevertheless, they have to be enrolled at UdS and these fees cannot be reimbursed.

The Participation fees have to be transferred to the AMASE account, which is held in Saarbrücken:

<b>Name of the bank</b>	Bank 1 Saar
<b>Account holder:</b>	Universität des Saarlandes
<b>City</b>	Saarbrücken
<b>country</b>	Germany
<b>IBAN</b>	DE19 5919 0000 0000 33 0000
<b>(BIC) SWIFTCODE</b>	SABA DE 5 S
<b>Subject:</b>	AMASE- Fonds W 515110501  It is of great importance to include the following information in the transfer as well:  “Fonds W515110501” <u>PLUS</u> Your Family Name, your date of birth

After your payment, please send us a document proving the transfer of the payment via email. This way we can easily track your payment.

#### **For students coming to UdS:**

Please note: You have to make two different transfers! One for the participation fees (see information above) the other for the semester fees at Saarland University:

<http://www.uni-saarland.de/en/campus/study/application-and-enrolment/semester-fees.html>


Students coming to UdS at any time during their studies will be required to enrol at UdS for the entire duration of the programme. This means that you will have to pay the semester fees each time. However, you are eligible for reimbursement of those fees for semesters during which you aren't at UdS. Simply fill out the reimbursement form that can be found on the website and attach a proof of payment when sending it to EUSMAT: [https://www.eusmat.net/wp-content/uploads/2018/10/Reimbursement\\_2018.pdf](https://www.eusmat.net/wp-content/uploads/2018/10/Reimbursement_2018.pdf)

The reasoning behind this is that, by being enrolled the whole time, you are eligible for a full degree from UdS as well as the other university degree.

# INSURANCE

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All students, both European and non-European, need to make sure that they are adequately insured against accident, injury and illness while participating in the AMASE master programme outside their home country. In Europe it is mandatory to have a **health insurance**. It is also recommended to take out a liability insurance that covers costs if you, for example, cause any damage to other people's property or in your accommodation.



If a student owns a European health insurance card (EHIC), it is not mandatory to take our insurance scheme.

The participation fees **include** an insurance offered by the Agency Marsh (for details about the reimbursements for health care and accidents see guidelines from Marsh). Students have the possibility to decide if they want to take the suggested insurance package or not. If a student is already insured in their home country and can attest that they are further insured in the different countries during the Master, it is not necessary to take our private insurance package.

Please be aware that if your alternative health insurance is free of charge for you, then we cannot reimburse the insurance costs included in the participation fees. For example, this applies to the national French insurance (free for students).

Self-financing students who do not need the insurance package offered by AMASE can be reimbursed for the fees that would have been spent on the suggested private insurance contract, upon presenting proof of payment (with amount paid) of other valid insurance.

# VISA

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**Please note: European students do not need a visa. If you are from a Non-EU-country, you will have to apply for a student visa.**

As each embassy or consulate in each country has its own procedures and requirements, we suggest that you contact the respective government agency (embassy/consulate) in your home country and ask for their specific demands.

Furthermore, we would like to point out that delays and administrative difficulties occur quite often when applying for student visa. Therefore, we strongly recommend you start the application process as soon as possible.

For the second year (third semester) and the move from Entrance to Second University, we provide a list of addresses of government agencies in the chapters below.

# IMPORTANT CONTACTS

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## Examination Offices

Introduce yourself to the person in charge at the examination office of your Entrance University and Second University upon your arrival.

### UL:

**David Horwat**

Phone: +33 3 83 58 42 52

Email: david.horwat@univ-lorraine.fr

### UdS:

**Heike-Eva Krieger**

Email: amase@ps-mint.uni-saarland.de

### UPC:

**Gemma Fargas Ribas**

Phone: + 34 93 4137449

Email : gemma.fargas@upc.edu

### LTU:

**Ann-Sofie Andersson**

Email: ann-sofie.andersson@ltu.se

# IMPORTANT LINKS AND DOCUMENTS

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## Course List and Tracks

<http://www.uni-saarland.de/einrichtung/eusmat/international-studies/master/amase/the-master-programme/structure-and-contents.html>

## Documents for Download

<http://www.uni-saarland.de/einrichtung/eusmat/international-studies/master/amase/downloads-and-links.html>

# STUDYING IN SAARBRÜCKEN

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## The City

Saarbrücken is a city of approximately 180.000 inhabitants that has a lot to offer: several theatres with free entry for students, including opera and dance shows; five cinemas with popular and alternative programmes; great outdoor activities in the forests and on the Saar river; a rich cultural programme for international students offered by the UdS International office; and, of course, a lively nightlife. Various pubs and bars are very crowded even during the week and many clubs and discos are located in the city centre. The city hosts two major cultural festivals: In winter, the international Max-Ophüls festival for German-language movies is hosted here and in the summer, the city organizes the French-German “Perspectives festival” for theatre, dance and music. As Saarbrücken is located in the three-border triangle close to France and Luxembourg, many of the concerts and shows are offered in a cross-cultural context in cities such as Metz, Forbach (France) or Luxemburg city. In general, travelling is easy in Europe and Saarbrücken has proven to be a very good starting point.

In only two hours, you can reach Paris, Luxemburg city, Brussels, Frankfurt and many other German cities and you can even get to the international low-cost airport of Frankfurt Hahn within an hour and a half.

## Registration in Saarbrücken

During your stay, you must be registered at the Bürgeramt of Saarbrücken, which is located in the city centre near the department store “Karstadt”. You need to register there once you have found an accommodation. You have to bring your passport and the rental contract. Please note: if you move to a new address during your stay in Saarbrücken, you have to notify the Bürgeramt within a week.

After your arrival in Saarbrücken, you will be asked to provide proof of residence and proof that you have enrolled at the university. In registering with the immigration office (“Ausländerbehörde“) you will be required to bring the following documents with you:

### Documents from home:

- Your passport
- Proof of financial assistance (“Sperrkonto”) (only for non-scholarship-holders)
- passport sized biometric photos
- Certificate of admission (“Zulassungsbestätigung”)

### Documents from Saarbrücken:

- Proof that you have paid for your semester ticket (upon arrival)
- Copy of your registration at local government (“Bürgeramt”)

#### Bürgeramt City/ Einwohnermeldeamt Saarbrücken:

Gerberstraße 4

66111 Saarbrücken

Phone: +49 681 905-0

Mail: buergeramt@saarbruecken.de

#### Opening Hours:

Mo.	07.30 -15.00
Di.	07.30 -15.00
Mi.	07.30 -12.00
Do.	07.30-18.00
Fr.	07.30-12.00

Föbundsrepubliken Tysklands ambassad  
Box 27832, 115 93 Stockholm, Schweden.  
Phone: +46 8 670 15 00  
Email: [info@stockholm.diplo.de](mailto:info@stockholm.diplo.de)  
Homepage: <http://www.stockholm.diplo.de>

d'Allemagne  
Section juridique et consulaire  
28 rue Marbeau  
75116 Paris, France  
Phone: +33 1 53 64 76 70

**Coming from UPC to UdS:**  
**Consulado General de Alemania**  
Torre Mapfre  
Calle de la Marina, 16-18, 30a.  
08005 Barcelona  
Email: [consalem\\_bcn@inicia.es](mailto:consalem_bcn@inicia.es)

## Insurance

For your registration at the Saarland University and in order to get a visa, you need a proof of public insurance. If you want to take out a private insurance, you need a certificate which states that you are exempted from the obligatory public insurance (see paragraphs below). Every student can take out the private insurance suggested by AMASE or take out a different German insurance (public/private). (See: Insurance p. **101**) Due to the expectable reimbursement amounts, we recommend choosing a German insurance if you suffer from chronic diseases or other recurring medical issues.

### EU students

EU students have the possibility to keep their pre-existing public insurance from their home country. In this case, they need to obtain an EHIC chip card from the insurance company in their home country and present it at any public insurance company in order to obtain the Suspension of student's public health insurance obligation (see paragraph below).

### Suspension of student's public health insurance obligation

In order to obtain the certificate of exemption, you have to present your insurance certificate at any German public insurance company (AOK, Barmer-GEK, Techniker Krankenkasse, etc.). You can find the AOK and IKK offices on our campus.

## Bank account and money

There are a lot of different banks where you can open an account for free or for very little charges (Sparkasse, Bank 1 Saar, Deutsche Bank, Commerz Bank AG, Santander etc.). Credit cards such as Master Card, VISA, Diners Club and American Express are also widely accepted in Germany.

## Accommodation

There are two options for all exchange students: You can either rent a room in a student residence or you can find your own private accommodation. Student dormitories consist either of fully-furnished rooms with shared bathrooms and kitchens or of single/shared apartments with a bathroom and a small kitchenette.

### Student Residence

If you intend to apply for a dorm in a student residence, please make sure that you send back the filled form by the due date.

**“Kaution”**  
When you sign the contract you will be expected to pay the first month’s rent in advance plus a security deposit (“Kaution”). You will get the “Kaution” back in case you leave the room as it was.

<b>Application Deadline</b>	
- Winter term	15 <sup>th</sup> July
- Summer Term	15 <sup>th</sup> December
<b>Price Range</b>	232€ - 301€
<b>Security Deposit “Kaution”</b>	The amount of the deposit is usually one month’s rent.

Please note: These rooms fill up very fast. We recommend sending back your application early so that you may have a better chance of getting a room.

### Private Dorm

These dorms are not administered by the university but by a private provider. That’s why the interior size and furnishing is usually quite similar. Popular providers are e. g. SBT Immobilien Gruppe, Cusanus Haus, Immobilien Gruppe Saarbrücken.



## Flat-Share: “Wohngemeinschaft” (WG)

People live together in one flat in order to reduce costs. Finding a suitable flat share will depend a lot on you, as the residents often have little “interviews” to find out if the person will fit in. You will need to contact them personally. The prices for private accommodation in Saarbrücken may range between 200€ – 450€ per month, depending on how close you live to the city centre and on the number of roommates you have.

## Youth Hostel

If you don’t find a room before coming to Saarbrücken, you can stay at Saarbrücken’s youth hostel. This gives you some time to search for accommodation on-site and e.g. introduce yourself in shared flats.

## Links for accommodation

### Student Residences:

Studentenwerk: [www.studentenwerk-saarland.de](http://www.studentenwerk-saarland.de)

Waldhaus: [www.waldhausweg7.de](http://www.waldhausweg7.de)

### Other:

SBT Immobilien Gruppe:

<http://www.studentenwohnungen-saarbruecken.de/>

Immobilien Gruppe Saarbrücken

<http://www.sib-saarbruecken.de/wohnen/wohngemeinschaften>

Cusanus Haus

<http://cusanustreff.de/>

### Private accommodation offers:

WG-Welt: [www.wg-welt.de](http://www.wg-welt.de)

WG-Gesucht: [www.wg-gesucht.de](http://www.wg-gesucht.de)

Studenten WG: [www.studenten-wg.de](http://www.studenten-wg.de)

Ebay- Kleinanzeigen:

<https://www.ebay-kleinanzeigen.de/>

### Youth hostel in Saarbrücken:

Europa Jugendherberge Saarbrücken:

[www.diejugendherbergen.de](http://www.diejugendherbergen.de)

## Monthly living expenses

Depending on personal lifestyles, you will need **approximately 700€-750€/month** in Saarbrücken.

- Accommodation: Approx. 200 – 450€

- Food: Grocery shopping is relatively cheap in Germany, given the high amount of discount supermarkets, approx. 100 – 150€.
  - Lunch at university: 2,30€ - 4,00€
  - Eating out (Main course): < 10€ for fast food/bistro, 7 – max. 20€ regular restaurant.
  - There is an obligatory TV license fee (“Rundfunkbeitrag”) in Germany which is paid per residence. It’s currently 17,50€/month.
- Transport: A semester ticket for public transport within the Saarland is included in your registration fee.
- Leisure: about 100€ (cinema, going out, sports)
- Nightclub admission: 5-12€
- Don’t forget to include the costs of personal expenses such as cosmetics, clothes, phone, books etc.

## Registration at Saarland University (UdS)

### Online registration

After having received your letter of admission, you can register online at [www.uni-saarland.de/immatrikulation](http://www.uni-saarland.de/immatrikulation). There is a guide to help you with this.

### Proof of financial support (“Sperrkonto”)

For non-scholarship holders, we recommend you open a blocked account which you may easily use as proof of financial support. This is needed to obtain the visa for Germany. There is no need to send the bank account details in advance. For further information, please check:

[https://www.study-in.de/en/plan-your-studies/requirements/8000-euros-for-one-year\\_27533.php](https://www.study-in.de/en/plan-your-studies/requirements/8000-euros-for-one-year_27533.php)

For your registration at UdS you will be asked to pay a registration fee for each semester. The registration fee will be 227€ for the winter semester 2019 at UdS. A ticket for all public transportation in Saarland is always included. Please be aware that the fee varies each semester. You can inform yourself on the website of the university (<http://www.uni-saarland.de/en/campus/study/application-and-enrolment/semester-fees.html>) or contact us.

Please wait five days after your payment and then present yourself at the International Office with the following documents:

1. A certified copy of your last diploma (in German, English, French or Spanish)
2. Proof of public insurance in Germany or a certificate of exemption
3. *Zulassungsbescheid* (Admission Letter from UdS)
4. Copy of transfer of participation and registration fees

## Double Registration in 3<sup>rd</sup> Semester

During their studies at the Second University of the consortium, AMASE students (EU and non-EU students) who studied the first year in Saarbrücken will automatically stay registered in Saarbrücken during the 3<sup>rd</sup> semester (but do not need to pay the UdS semester fee). This is advantageous as the student will receive a certificate of registration from the International Office that allows her/him to keep the German bank account for free, as well as the public insurance in Germany (if applicable). However, please be aware that you have to register at your 2<sup>nd</sup> university.

Students who came back to Saarbrücken in January or February can use their UdS Card as a bus ticket until 31<sup>st</sup> March, if they paid the semester fees for that term. These semester fees will not be reimbursed by AMASE, but you can ask the students' union executive committee ("AStA") for a partial reimbursement because you didn't study at UdS for the whole semester.

Check: <https://asta.uni-saarland.de/index.php/semesterticket-rueckerstattung>

## The academic year

The academic year consists of two terms: winter and summer semester. The winter term starts on 1<sup>st</sup> October and ends on 31<sup>st</sup> March. The Summer term starts on 1<sup>st</sup> April and ends on 30<sup>th</sup> September. On the homepage of the Saarland University you can find more information on the dates:

<http://www.uni-saarland.de/en/campus/study/administrative-information/semester-dates.html>

## Introductory Meeting at Saarland University (UdS)

An introductory meeting will take place in the beginning of October during which you will be informed in detail about your studies, enrolment, etc. We will communicate the exact date in the near future. There, we will provide general information about the university, the courses and events. You will get to know the professors and tutors, and you can get some help putting together your timetable.

## German and other language courses

Every student who spends the first year or part of the second year at the Saarland University **has to achieve the German Language Certificate equivalent to the European Level B2** before starting the master's thesis.

The following certificates are accepted:

- DSH 2
- TestDaf (level 3/3/3 sufficient)

- The B2-Exam, which is offered twice a year (17<sup>th</sup> September and March) by the International Office
- Goethe-Zertifikat B2, C1, KDS, GDS, ZOP
- Telc-Zertifikate B2, C1 and higher
- DSD II

### Intensive German Language Courses

Intensive **German Language Courses** can be attended before each semester in August and September at the **International Office**. The course offers various lessons and diverse free time activities. Please be aware of the application deadlines. It's also possible to attend **German Language Courses** during the semester at the international office.

You can attend language courses at the international office and at the Language Centre. You can pass your DSH exam at the ISZ Saar.

For students who are coming to Saarbrücken in the second year, it's possible to get a reimbursement for the intensive German language course offered by the international office in August and September (only one course, no housing and only for self-financing students). Therefore, you have to submit the reimbursement form including a proof of payment (for your language course) at the EUSMAT-Secretary.

The DSH 2 certificate can be achieved at the **Studienkolleg** at the Saarland University. A fee will be charged for the exam.

At the **Sprachenzentrum** students have the possibility to attend all kinds of language courses during the semester. The following languages are free of charge for AMASE students as they are part of the required Credit Points: **English, French, Catalan, Spanish and Swedish**. Students who already have basic knowledge in these languages have to pass an entry-level test (*Einstufungstest*) before registration. Please be aware of the registration dates.

Find more information about the Sprachenzentrum: <https://www.szsb.uni-saarland.de/>

UdS also offers a free Tandem programme so you can improve your language skills and cultural knowledge:

<http://www.uni-saarland.de/en/international/in/german-courses/tandem.html>

### Study regulations at UdS

You can find all the necessary information about exam and study regulations in the “Prüfungsordnung” (AMASE homepage, section downloads or link below). The following table gives you an overview on the regulations in the “Prüfungsordnung”

	<b>Technical Courses</b>		<b>Language courses and intercultural skills</b>	<b>Graded</b>
<b>1. Semester</b>	<b>At least 25 CP</b> - Structure and Properties of Materials (12- 15 CP) - Materials Characterization (5 - 8 CP) - Materials Engineering and Processing Technologies (5 - 8 CP)	<b>1. Year</b>	<b>7 – 9 CP</b>	<b>At least 40 CP</b>
<b>2. Semester</b>	<b>At least 53 CP in 1 of the 5 Tracks</b> Track 1: Advanced metallic materials Track 2: Polymers and composites Track 3: High performing surfaces	<b>2. Year</b>	<b>3 – 5 CP</b>	<b>At least 20 CP</b>
<b>3. Semester</b>	Track 4: Materials engineering and manufacturing technologies Track 5: Bio/Nano materials			
<b>4. Semester</b>	<b>30 CP for the Master thesis</b>			

## Master’s Thesis

In general you have 6 months to work on your Master’s Thesis and you get 30CP for it. If you are sick and you hand in a sick note at the Prüfungssekretariat, you will receive more time. In special cases, you can extend the period by up to two months. Once you have finished your Master’s Thesis you have to hand in four copies of it, including a declaration that you worked on your own and didn’t use any other aids other than the ones indicated. You can find the detailed information in the “Prüfungsordnung” §21.

## Other useful information

### Reimbursement of Semester Fees

In order to enrol at UdS, you will have to pay the semester fees. The money has to be transferred (separately from the participation fees) to the bank account of the university (You can find the bank details here: <http://www.uni-saarland.de/en/campus/study/application-and-enrolment/semester-fees.html>). However, the participation fees for AMASE include the semester fees at UdS. You will therefore be reimbursed if you submit the reimbursement form including a proof of payment (of the semester fees) to EUSMAT Office. These costs can only be reimbursed for self-financing students.

You can download the reimbursement form on our website: [www.amase-master.net](http://www.amase-master.net)

## Marking System

	Insufficient; failure	Sufficient	Satisfactory	Good	Very Good	Excellent
General	< 4-	4-, 4, 4+	3-, 3, 3+	2-, 2, 2+	1-	1
	< 4	4, 5, 6,	7, 8, 9	10, 11, 12,	13, 14	15
Business	< 4	4; 3,7	3.3; 3; 2.7	2.3; 2, 1,7	1.3	1.0

## ZiS - Centre for international students

The ZiS is a centre for all international students attending UdS. It organizes a wide range of events like excursions, city tours, cultural and culinary focus days in the Mensa, cultural evenings in the student halls of residence, informal get-togethers and cultural events. You can find all the events in the ZiS Calendar of Events (see website below). You can register or apply for any of these events in A4 4, Room 2.37 each weekday between 11 a.m. and 1 p.m.

<http://www.uni-saarland.de/global/welcome-center/interkulturelles-angebot/zis.html>

You might also be interested in joining the \*you & me\* buddy programme:

<http://www.uni-saarland.de/en/global/welcome-center/intercultural-life/you-me.html>

Handbook for overseas students (UdS):

[http://www.uni-saarland.de/fileadmin/user\\_upload/global/weltweit/in/handbook.pdf](http://www.uni-saarland.de/fileadmin/user_upload/global/weltweit/in/handbook.pdf)

## Sports

The university offers a range of sporting opportunities throughout the week:

<http://www.uni-saarland.de/hochschulsport>

You have the opportunity to join group fitness activities for free (for example ZUMBA) or pay a semester fee of approximately 28 € per course for any other courses. You also have the possibility to use the fitness centre with contract conditions of 3 months, 6 months or a year.

## Contacts

Local Coordinator

Office

**Flavio Soldera**

Phone: +49 681 302 70511

Email: [f.soldera@matsci.uni-sb.de](mailto:f.soldera@matsci.uni-sb.de)

**Claudia Heß, Christine Danzer, Johannes Bernhard**

Phone: +49 681 302 70507

Email: [office@eusmat.net](mailto:office@eusmat.net)

## STUDYING IN LULEÅ

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### **Guide for international Students:**

<http://www.ltu.se/edu/Exchange-Studies/Practical-Guide-for-Exchange-Students?l=en>

### **The City**

Luleå is the seat of the Norrbotten County Administration and has a population of about 72.000. The city centre is on a peninsula, so water plays an important part in the lives of Luleå's inhabitants. The Luleå archipelago has over 500 islands. The city has developed into a

technological centre in the North of Sweden. The most important corner-stones of this development are metallurgy, education and research, as well as good communications, where Luleå University of Technology has played an important role. The city of Luleå is home to the main campus of Luleå University of Technology – LTU.

## Visa Issues and Residence Permit

If you would like to apply for a visa for Sweden in your home country, please have a look at the internet for the legal Swedish representation (Swedish embassy / consulate) in your country.

The application for the Swedish residence permit costs 110€. **For the second year (third semester) in Sweden, you can find the embassy addresses below:**

from UdS to LTU:	from UL to LTU:	from UPC to LTU:
<b>Schwedisches Honorarkonsulat Frankfurt am Main</b> Bockenheimer Landstr. 51-53 60325 Frankfurt am Main, Germany <b>Phone:</b> +49 69 794 026 15 <b>Mail</b> <b>konsulat@msa.se</b>	<b>Consulat Suédois, Strasbourg</b> 11, rue du Canal 67400 Illkirch- Graffenstaden, France <b>Phone:</b> +33 3 88 39 06 06 <b>Mail:</b> <b>consulat.suede.strasbourg</b> <b>@wanadoo.fr</b>	<b>Consulado General de Suecia</b> Calle Mallorca 279, 4-3a 08037 Barcelona Spain <b>Phone:</b> +34 93 488 3505 <b>Mail:</b> <b>gkbarcelona@terra.es</b>

All Non-EU students are advised to apply directly for a **one-year Residence Permit** even if you are not planning on staying that long.

## Insurance

It is **obligatory** to obtain sufficient health insurance (dental care included) in your home country because you **will not be able to do this in Sweden**.

**EU/EEA citizens** and citizens from certain countries, which have a mutual health insurance agreement with Sweden, do have the right to the same medical benefits, even though they are non-residents in Sweden. In order to be eligible you must be registered at a social insurance office in your home country and have the European health insurance card (EHIC-card).

## Bank account and money

Currently, only Nordea Bank agrees to open bank accounts for international students. Therefore, getting an appointment at the bank and opening an account can take some time (costs: 5€/month). Please be aware of this fact and bring enough money with you for your first stay in order to avoid payment problems.



When arriving in Luleå, it is important to own a Visa or Master card with pin or chip, because paying in cash is not always possible (e.g. traveling by bus).

## Accommodation

Finding a suitable accommodation is one of the major concerns for international students travelling abroad. In the case of Luleå it can be quite challenging to find a suitable place. That is why we recommend you sign up and apply as early as possible. To obtain housing you need to be accepted as a student at the university, but you can register and put yourself in line years in advance. Once you have been accepted you can start actively applying for accommodation.

It is also possible to sublease an apartment. You can find such offerings at [Blocket.se](#) and [Mystudentstore.se](#). These websites are in Swedish, but you can use Google Translate to read them.

Another recommendation is Fastigheter Lina, a landlord that specializes in furnished apartments for short term stays. See their website for more details: Lägenhetshotell - Fastigheter Lina.

More websites that list landlords and available apartments in Luleå:

[Hyrabostad.se](#)

[Lägenhet.se](#)

[Kvalster.se](#)

<http://gammelstadsgasthem.se/>

<https://www.ltu.se/edu/Exchange-Studies/Bostad/Housing-information-for-Erasmus-Mundus-1.145808?l=en>

In Sweden it is hard to find housing in July or August due to the long summer vacations, so you should start looking as soon as possible.

## Monthly living expenses

Count on using **approximately 7.600 – 8000 SEK per month**. But remember, personal lifestyles cause this to vary.

- Accommodation: Approx. 3.000 SEK
- Food: Grocery shopping is more expensive in Sweden. Keep in mind that eating out, even at fast food restaurants, is expensive. Approx. 2.500 SEK (less, if you eat lunch at home)
- Books: Approx. 400-600 SEK
- Leisure: 600 SEK and up
- Personal expenses: Don't forget to include the costs of personal expenses such as shampoo, tooth paste, etc.
- Telephone, TV, newspaper: Depends on the individual's use.

## Studentbostadsservice

Studentbostadsservice offers student housing in single apartments (some of these have furniture) or two-room apartments (doublet with furniture and shared kitchen and bathroom).

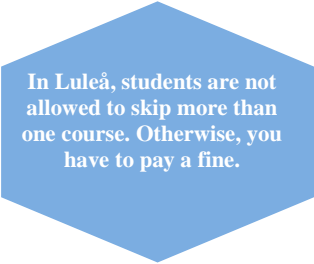
To sign up for Studentbostadsservice, please fill in the application form on the web: <https://www.studentbostadsservice.se/registrera/>

**Student housing areas in Luleå, for both Lulebo and Studentbostadsservice:** Porsön, Björkskatan. In all cases, you will have to bring or buy your own bed linen. The cost of an apartment or dorm room is approximately the same. Heating and water are included in the rent, sometimes also the electricity.

**Please note that some housing agencies require the rent to be paid for the entire period at the beginning of the Semester.**

## Registration at LTU

Upon arrival you will get information on the registration procedure. Information about the registration procedure will be given by the International Office at the introductory meeting.



**In Luleå, students are not allowed to skip more than one course. Otherwise, you have to pay a fine.**

## Introductory Meeting

**In September, there will be an official welcome meeting for new Master students.**

Upon arrival you will receive the programme. At the International Office you will also get practical information about registration, how to use the LTU-web, how to find timetables, etc.

The **orientation period** for international students takes place at the beginning of the autumn semester. You can find more information here: <http://www.ltu.se/edu/nystudent/vecka1?l=en>

## Swedish and other language courses

LTU offers language courses. The International Office will inform you about how to apply, fees, etc. at the introductory meeting.

## Contacts:

Local Coordinator:	Student Counsellor:
<b>Lennart Wallström</b> Phone: +46(0)920493367 Email: <a href="mailto:Lennart.Wallstrom@ltu.se">Lennart.Wallstrom@ltu.se</a>	<b>Tove-Heidi Mortensen</b> (for general questions about the studies and courses) Email: <a href="mailto:Tove-Heidi.mortensen@ltu.se">Tove-Heidi.mortensen@ltu.se</a>
International Office:	Admission Office:
Email: <a href="mailto:international.office@ltu.se">international.office@ltu.se</a>	<b>Elisabeth Nyström</b> Email: <a href="mailto:Elisabeth.Nystrom@ltu.se">Elisabeth.Nystrom@ltu.se</a>

# STUDYING IN NANCY

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## The City

Nancy is a city of about 105.000 inhabitants in the old town and city centre and about 400.000 inhabitants in the urban area. More than 1 out of 5 inhabitants is a student, which makes Nancy the 5<sup>th</sup> largest city in France for student life. Although its roots lie in the 11<sup>th</sup> century, the city is full of liveliness and youthful spirit. Those seeking an interesting combination of student activities and cultural activities will enjoy visiting Nancy.

With its opera, museums, theatres, several famous music festivals (Nancy Jazz Pulsation, Au fond du jardin du Michel, Les nuits de stan ...), many houses for culture and youth presenting a large variety of activities, Nancy is ranked the best city in France (of 250.000 to 500.000 citizens) for cultural attractions.

Architecture is a striking feature of Nancy. Duke Stanislas redeveloped the area linking the old and new towns of Nancy, building his three famous squares ("places" in French) on the esplanade that had replaced part of the city's ramparts. From north to south they are the Place de la Carrière, Place Royale (today's Place Stanislas) and Place d'Alliance, the last two being raised in honour of King Louis XV, the son-in-law of Duke Stanislas, former King of Poland. The magnificent 18<sup>th</sup> century group of buildings in Nancy has been on the list of UNESCO World Heritage since December 1983 when it was chosen as being of "truly outstanding interest and representing universal values". In the late 19<sup>th</sup> and early 20<sup>th</sup> centuries Nancy developed the most beautiful ensemble of "art nouveau" and the style "École de Nancy" was recognised worldwide. The city is still profoundly influenced by this period which can be appreciated in the surroundings of the School of Mines.

## Visa issues

If you would like to apply for a French visa in your home country, please have a look at the homepage of the legal French representation (French embassy / consulate) in your country.

**For the second year (third semester) in France, you can find the embassy addresses below:**

### Coming from LTU to UL:

#### Embassy of France in Sweden

Kommendörsgatan 13

Po.Box 5135

10243 Stockholm, Sweden

+46 8 45 95 300

Homepage: <http://www.ambafrance-se.org/Contact-7268>

### Coming from UdS to UL:

#### French Consulate in Saarbrücken

Am Ludwigsplatz 10

D - 66117 Saarbrücken

+49 681 92799860

E-Mail: [info@consulfrance-sarrebruck.org](mailto:info@consulfrance-sarrebruck.org)

### Coming from UPC to UL:

#### French Consulate in Barcelona

Ronda Universitat, 22 Bis, 4

08007 Barcelona, Spain

+34 932 703 000

Homepage : <http://www.consulfrance-barcelone.org/Consulat>

## Insurance

Health insurance is compulsory and must be proven when registering at the university. Upon registration at the university, you will be offered the possibility to take out a French student health insurance. In general, you can choose between 2 student health organizations: Mutuelle Générale des Étudiants de L'Est (MGEL) and Mutuelle des Étudiants (LMDE). Your choice may, however, depend on the profession of your parents or partner/spouse. The cost average of the health insurance is about 200 €/year. The University Service of Preventative Medicine and Health Promotion (SUMPPS) is at your disposal for any medical issues: consultations, vaccinations, etc. A social worker is also at your disposal.

It is **highly recommended to choose** the French student health insurance which has several advantages:

- In most cases you will not need to pay health expenses in advance.
- You will be registered at a national level and will be acknowledged by social institutions like Caisse d'Allocations Familiales or others more easily.

If you take out the French student health insurance and it is free for you, we cannot reimburse the costs for the AMASE insurance included in the participation fees. The reason being that we need

a proof of payment with an amount paid to reimburse funds. A free insurance does not provide this information. If the insurance costs you money, we can reimburse it up to 171€.

Nevertheless; EU-students can choose to keep their pre-existing public insurance or students can take out the AMASE insurance.

For more detailed information see

Students coming to UdS at any time during their studies will be required to enrol at UdS for the entire duration of the programme. This means that you will have to pay the semester fees each time. However, you are eligible for reimbursement of those fees for semesters during which you aren't at UdS. Simply fill out the reimbursement form that can be found on the website and attach a proof of payment when sending it to EUSMAT: [https://www.eusmat.net/wp-content/uploads/2018/10/Reimbursement\\_2018.pdf](https://www.eusmat.net/wp-content/uploads/2018/10/Reimbursement_2018.pdf)

The reasoning behind this is that, by being enrolled the whole time, you are eligible for a full degree from UdS as well as the other university degree.

Insurance, p. 10.

## Bank account and money

In order to rent a flat in France, normally a French bank account is required. A lot of different banks offer accounts for free or for little charge (BNP, Crédit Lyonnais, Crédit mutuel, etc.).

## Registration in Nancy

Upon arrival, the University of Lorraine provides an office to guide you in your administrative tasks. This office is called the “guichet unique”. The guichet unique is located in the city centre at **34, cours Léopold, 54000 Nancy**. It is recommended that you visit the website, which is a sub-section of the website of the University of Lorraine:

<http://welcome.univ-lorraine.fr/fr/formations/accueil-des-etudiants>

Since the 1<sup>st</sup> of June 2009, the “visa de long séjour” (long-term resident’s visa) for students acts as a “titre de séjour” (residence permit) for the duration of validity of that visa.

### When entering France:

After your arrival in France all non-European students have to submit the “Déclaration d’Entrée sur le Territoire” (DET) at the airport, the train station or the first police station in France.

### Within the first three months after your arrival:

You must send, by letter and with notice of receipt (“accusé de réception”), the form “demande d’attestation OFII”, that was given to you by the consulate/embassy that issued your visa, to the following address:

## L'Office Français de l'immigration et de l'intégration

Direction Territoriale de l'OFII  
2, rue Lafayette  
57000 Metz

Upon receiving these documents, the “direction territoriale de l'OFII” will send you a certificate of receipt of the form by ordinary letter within 3 months, you will be summoned by the OFII for the validation of your visa and a medical check-up, if you did not have one before arriving in France.

### **You have to provide:**

- Your passport and a photocopy of the pages containing your personal information, the dated stamp of your entry into France and your visa
- Proof of address (rental contract, gas/water/electricity bill with your name on it, or certificate of accommodation)
- 3 ID photos of yourself, facing forward and with nothing covering your head;
- The medical certificate delivered by a doctor approved of the OFII- (if you had your check-up performed before travelling to France)
- 55 € of OFII stamps (having the name ANAEM or OMI) which is the fee for the first delivery of your “carte de séjour”
- Your certificate of enrolment at university
- Proof of your financial resources

- **If you lose your passport**

You must contact the consulate/embassy of your country of origin so that they can issue a replacement passport. Then, you have to go to the “préfecture” (French national police) to get your “carte de séjour”.

- **If your address changes within the département (within Meurthe-et-Moselle)**

You must notify the “préfecture” of your change of address.

- **If your address changes to somewhere outside the département (no longer Meurthe-et-Moselle)**

You must notify the “préfecture” of your new département of your change of address.

- **When your long-term resident's visa expires**

Two months before your visa expires, you must fill out a request for a “titre de séjour” at the “guichet unique” of the University of Lorraine.

### **Monthly living expenses**

Count on using **approximately 650€ - 700€ in Nancy per month**. But remember, personal lifestyles cause this to vary.

- Accommodation: Approx. 200 – 350€ (with CAF 150€ - 300€)
- Food:
  - Grocery shopping approx. 200€
  - Lunch at university, Resto U: 3,20€
  - Eating out (Main course): <10€ for fast food, 10-15€ bistro, 10 – 30€ regular restaurant.
- Leisure: approx. 150€ (cinema, going out, sports), in France there are a lot of student discounts, e.g. for the train (Carte Jeune), sometimes museums are free.
- Don't forget to include the costs of personal expenses such as cosmetics, clothes, phone, books etc.

## Accommodation in Nancy

### CROUS student residences

CROUS is the “Centre Régional des Œuvres Universitaires et Scolaires”. CROUS student accommodation must be reserved as soon as possible.

The cheapest option is a “traditional room” but comfort standards are very basic. If you opt for this room, the “Saurupt” residence is the most convenient for easy access to the EEIGM by tramway. For students benefiting from Erasmus Mundus scholarships, only apartments from residences “Le Provençal” (T1 Bis) and “La battelière” (Studette) are available.

The students staying in Nancy for the whole academic year commit themselves to staying in the residence and pay rent for 10 months (from September 1st to June 30th): there is no possibility to change accommodation during the year.

List of CROUS Residences in Nancy:

<http://www.crous-lorraine.fr/logements/carte-des-logement/>

In France, just as in Sweden, it is hard to find housing in July or August due to the long summer vacations, so you should start looking as soon as possible.

### Private residences close to the EEIGM

There are 3 private residences close to the EEIGM:

- “Les Estudines Stanislas” (2 minute walk):  
48 avenue du XXième Corps in Nancy;  
average price : 500-600 € per month (furnished studios; all service charges included)
- Or  
„Les Estudines Saint Dizier“ (14 minute walk)  
11 rue St Jean in Nancy;



average price : 500-600 € per month (furnished studios; all service charges included)

<http://www.estudines.com/residence-logement-etudiant-nancy-9-28.html>

- “Les Grands Moulins” (10 minute walk):  
45, rue de Châteaux-Salins in Nancy;  
average price: 460 € all service charges including electricity and heating  
<http://www.mgellogement.fr/residences-etudiantes/detail-NANCY-2.php>
- “Le Major” (30 minute walk):  
92/94, Avenue du Général Leclerc in Nancy;  
Average price: 470€ + electricity (electric heaters)  
<https://www.mgellogement.fr/residences-etudiantes/detail-NANCY-1.php>
- “Carmes” (15 minute walk)  
3 rue des Carmes in Nancy  
Average price: 420€  
<https://www.mgellogement.fr/residences-etudiantes/detail-NANCY-25.php>
- “Espace 88” (5 minute walk):  
29, rue Henri Bazin in Nancy;  
average price: 340 € including service charges but heating is extra.

### **shared flats with seniors**

- "Untoit2générations" in Nancy  
[untoit2generations.fr](http://untoit2generations.fr)  
E-mail: [contact@untoit2generations.fr](mailto:contact@untoit2generations.fr)  
Maison de l'Habitat et du Développement Durable  
22-24Viaduc Kennedy-Esplanade Philippe Seguin-54000NANCY  
Tél: 03.54.50.20.40
- "Ensemble2Générations"-Nancy  
[www.ensemble2generations.fr](http://www.ensemble2generations.fr)  
E-mail: [nancy@ensemble2generations.fr](mailto:nancy@ensemble2generations.fr)  
Tél: 06.58.83.12.19

## Private rooms, studios or individual/shared flats

These types of accommodation are relatively easy to find in Nancy, however, reservations in advance are not possible. There are a number of websites where you can find available accommodation:

- <http://www.leboncoin.fr>
- [www.paruvenu.fr](http://www.paruvenu.fr)
- [www.colocation.fr](http://www.colocation.fr)
- [www.topannonces.fr](http://www.topannonces.fr)
- <https://fr-fr.roomlala.com/>
- <http://www.bedandschool.com/index.php/locataire-accueil>

If you wish to share a flat with French students, we will transmit your request to the EEIGM student's association, but we cannot guarantee a positive result.

**Please note: For a lot of types of accommodation, you will need a financial “guarantor”. The EEIGM can be the personal guarantor for non-EU students living in a CROUS residence.**

You can find an interactive map of Nancy and a special student accommodation page on: [www.toutnancy.com](http://www.toutnancy.com) or <https://www.nancy.fr/>.

## Caution

- Furnished apartment: maximum two monthly rents plus running costs
- unfurnished apartments: maximum one monthly rent plus running costs

## CAF – housing assistance

The **Caisse d'Allocations Familiales CAF** is responsible for housing assistance. You can apply online via the website <http://www.caf.fr/ma-caf/caf-de-meurthe-et-moselle/actualites> for financial aid for accommodation. To ensure you're receiving the maximum entitlement, you should apply as soon as you move in. However, be aware that the first month is not financed by CAF.

Students not benefiting from an Erasmus Mundus Scholarship can apply at the Caisse d'Allocations Familiales CAF for financial aid for accommodation. Please note that it is necessary to have the signed accommodation contract.

Find more information here: <http://www.caf.fr/ma-caf/caf-de-meurthe-et-moselle/actualites>

## Taxe d'habitation

The housing tax is a local tax to be paid, if you live in an apartment on January 1 of the current year. It is calculated according to income, location, accommodation, .... If you report your income, this relief is calculated from your personal income. It is to be paid in November.

## Important

- Do not to pay before signing a contrat de bail.

- You do not have to pay to visit an apartment, nor to access an offer, ...
- The owner does not have the right to ask you for additional guarantees other than the security deposit provided for in the contract. Students have been asked for "extra" and "illegal" guarantees for the simple reason that they are not French, for the guarantee of furniture.....
- Beware of landlords who ask you to pay cash.

## Free furniture

<https://www.toutdonner.com/dons/meubles/grand-est/meurthe-et-moselle/nancy/>

[http://www.recupe.net/recherche\\_dons.php?code\\_reg=LOR](http://www.recupe.net/recherche_dons.php?code_reg=LOR)

<https://donnons.org/annonces/Meurthe-et-Moselle>

<https://www.leboncoin.fr/> Rubrique Lorraine/Maison/ Trier par prix

## Introductory Meeting

The introductory meeting is held every year at EEIGM during the first or second week of September. Relevant information on EEIGM can be found at the following link:

<http://www.eeigm.univ-lorraine.fr/vie-etudiante/guide-pratique-pour-letudiant>

At the start of each academic year the University of Lorraine organises a welcome day dedicated to foreign students so that they can get acquainted with the city and university.

## Master's Thesis

Your master's thesis is going to be financed by the Nancy's laboratories (ca. 550€/month). You can find more information here:

<https://www.service-public.fr/professionnels-entreprises/vosdroits/F32131>

## French and other language courses

All scientific courses are given in French. As a European school, a specialty of EEIGM is being able to provide high-quality language courses in French, German and English. It is also possible to attend intensive French language courses in late August and early September.

## Other useful Information

### Registration at EEIGM

In France, AMASE is hosted by EEIGM, the École Européene d'Ingénieurs en Génie des Matériaux. The school is well-situated in the city centre, approximately 300 meters from "Place

Stanislas” and the city garden “La Pépinière” and just beside the school of architecture and Engineering school of industrial systems (ENSGSI). EEIGM is part of the newly founded University of Lorraine. The University of Lorraine (UL) is the result of the fusion of the following four universities:

Nancy-I, Nancy-II, Paul-Verlaine – Metz, and Institut National Polytechnique de Lorraine.

The registration occurs after the introductory meeting. You are invited to contact the local coordinator or the secretariat before your arrival. You don’t need to pay local registration fees, as these are directly transferred from the AMASE participation fees.

There is a university restaurant close to the EEIGM within 5 minutes walking distance (cost of a full meal: 3 €).

### **Student activities at EEIGM**

The “Bureau des Elèves” (BDE) of EEIGM is an association that groups all the different student clubs together. It organizes and promotes many actions like the Gala, 24 hours of Stan, Aquacities, the Cabaret Night, etc. No doubt you will find a club that fits your interests.

You can find more information in the *Guide pratique EEIGM*: <http://www.eeigm.univ-lorraine.fr/vie-etudiante/guide-pratique-pour-letudiant>

### **Sports**

Whether you are a sport lover or a seasoned athlete, numerous sporting activities are on offer.

- Service Inter-Universitaire des Activités Physiques (SIUAP) de Nancy
- Association sportive de l’INPL (AS INPL)
- Fédération Française du Sport Universitaire Nancy-Metz (FFSU)

### **Contacts**

Local coordinator	Secretary
<b>David Horwat</b> Phone: +33 3 83 58 42 52 Email: david.horwat@univ-lorraine.fr	<b>Dominique Stirnemann</b> Email: dominique.stirnemann@univ-lorraine.fr

# STUDYING IN BARCELONA

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## The City

Barcelona is the capital of Catalonia and with a population of about 1.620.000 citizens, the second largest city in Spain. Europe's largest metropolis on the Mediterranean coast is located between the mouths of the rivers Llobregat and Besòs and bounded to the west by the Serra de Collserola bridge.

Barcelona is a bilingual city: Catalan and Spanish are both official languages and widely spoken. Since the arrival of democracy, the Catalan culture (very much repressed during the dictatorship of Franco) has been promoted, both by artworks from the past and by stimulating the creation of new ones.

Barcelona has boomed since the early 1990s, when preparations for the Olympic Games wrenched it into modernity, and today it remains well in the vanguard of other Spanish cities. Nowadays, it is an important cultural centre and has a rich cultural heritage. Particularly renowned are architectural works of Antoni Gaudí (Sagrada Família, Parc Güell etc.) and Lluís Domènech i Montaner (Palau de la Música Catalana) that have been designated UNESCO World Heritage Sites.

Barcelona is the most popular tourist destination in Spain (with over 5 million tourists every year). In every way, Barcelona is worth staying for a while, as a tourist, a student or for work. It is a city full of interesting museums, expositions, beautiful architecture, venues for music and theatre as well as sports events. Especially in summer, life takes place outside, where creativity has no limits. As Barcelona is surrounded by beaches and mountains, there are many possibilities to spend some time outside the city and enjoy nature.

The Universitat Politècnica de Catalunya (UPC) is a university with a consolidated worldwide reputation and an international vision that generates technological innovation and attracts talent. The objectives of UPC are based on internationalization, as it is Spain's technical university with the highest number of international PhD students and the highest number of international Master's Degree students (more than 2.000 foreign students from all over the world enrolling each year).

An appealing range of educational programmes has positioned the University as a welcoming place for the exchange of knowledge: Science, technical fields, technology and architecture form the core of its personality.

## Visa issues

### Application for visa

Please contact your closest Spanish embassy or consulate and find out their requirements.

#### The following documents are usually requested:

- Document that states the AMASE Master participation fees
- Admission letter to the AMASE Master
- Criminal records certificate from your home country
- Some document stating that you have enough economic resources for your stay
- Some certificate or document about your health and/or travel insurance
- The address of your accommodation in Barcelona

Some of these might not be requested and others that are not in this list might be needed for your visa application. That is why we advise you to directly contact the Spanish embassy/consulate.

### Confirmations

After being in contact with the Spanish consulate or embassy, send the following information to Ms. Torné by e-mail:

- Have you already obtained your visa? ☐ Yes ☐ no

If your answer was no:

- 1) Did you already start the procedure to get your student visa? (yes/no)
- 2) When did you go to the Embassy to process it? (date)
- 3) Which is your visa application number? (reference number)

#### 4) When are you supposed to get your visa?

- When are you planning to come to Barcelona? Have you already booked your (flight?) ticket? (yes/no and date of arrival in Barcelona)

We kindly ask you to inform us REGULARLY after the different steps taken. This will help us know the status of your visa application. You can do so by e-mailing Ms Torné at: [mobilitat.eebe@upc.edu](mailto:mobilitat.eebe@upc.edu)

**For the second year (third semester) in Spain, you can find the embassy addresses below:**

##### **Coming from LTU to UPC:**

###### **Embassy of Spain in Stockholm**

Stockholm o/y Djurgårdsvägen, 21, Sweden

Phone: +46 8 522 808 00

E-Mail: embespse@mail.mae.es

##### **Coming from UL to UPC:**

###### **Consulate-General of Spain in**

###### **Strasbourg**

13, Quai Kléber

67000 Strasbourg, France

Phone: +33 3 8832 6727

E-Mail: cog.estrasburgo@mae.es

##### **Coming from UdS to UPC:**

###### **Consulate-General of Spain in Frankfurt**

Nibelungenplatz, 3

60318 Frankfurt am Main, Germany

Phone: +49 (0)69 959 1660

E-Mail: cog.frankfort@maec.es

## **Insurance**

Students must deliver a copy of the European Health Insurance Card or international medical insurance upon arrival.

## **Registration in Barcelona**

At the beginning of your stay at UPC it is extremely important that you complete some legal requirements. These will be needed for a visa extension.

To help you with this, the staff of UPC International Students Office (ISO) offers information sessions for international students that you must attend. In these sessions, apart from the explanation of the legal procedures that you must complete, they will provide you with practical information on language courses and different services offered by the university. The ISO (OMI in Catalan) will offer two sessions for non-European students scheduled in September. You can contact the ISO office to obtain more information.

Their address is the following:

## International Student Office

Campus Nord, Building C-3, Telecom Square  
Carrer Jordi Girona, 1-3  
08034 Barcelona  
Telephone: +34 934016937  
Email: oficina.mobilitat.international@upc.edu

## Accommodation in Barcelona

Accommodation is one of the key issues for international students travelling abroad. In the case of Barcelona, finding a suitable place in certain periods can be very hard. For most Spanish universities the academic year begins in September, so it becomes essential to book accommodation in advance.

**As far as long-term accommodation is concerned, there are two main options in Barcelona:**

- Staying at an on-campus residence hall.
- Staying in a shared flat with other students.

**Some considerations about both options:**

**Residence hall:**

- ☺ Advantage: Proximity and more comfortable
- ☹ Disadvantage: Less independent than an apartment, rare to find, quite expensive
- 👉 Price: a single room with a kitchen costs 600 - 750 € per month; a double room costs 800-950€ per month.

**Shared flats:**

- ☺ Advantage: you can benefit from the experience of being with other students from different areas in Catalonia or from other countries. The flat can be closer to the city centre (depending on the area where you choose your apartment) and may be a little bit cheaper.
- ☹ Disadvantage: It is not as easy as booking a room in a residence, because you have to look for it on your own. This can be done

Finding accommodation in Barcelona can be very hard in certain periods of the year, so please start your search as soon as possible.



through "Barcelona Housing Service for Students (BHSS)" (see contact details below).

- ☞ Price: depends on the area, flat conditions and the expenses that are included. The average price is around 400–600€ per month for a single room.

### **Here you can find a list of useful websites for both options:**

#### **Residence halls:**

- <https://xiordagonalbesos.es/> → residence hall on campus. Opened in 2019.
- [www.mestralmar.com](http://www.mestralmar.com)
- <http://cmsantjordi.ub.edu/eng>

#### **Shared flats:**

- Barcelona Housing Service for students
- [www.bcn-housing-students.com](http://www.bcn-housing-students.com)  
info@bcn-housing-students.com  
C/ Torrent de l'Olla, 219  
08012 Barcelona, Spain  
Phone: +34 93 238 90 72
- [www.uniplaces.com](http://www.uniplaces.com), [www.housinganywhere.com](http://www.housinganywhere.com), [www.beroomers.com](http://www.beroomers.com)

#### **Monthly living expenses**

Count on using **approximately 800–900€** in Barcelona per month. Remember, personal lifestyles cause this to vary.

- Accommodation: Approx. 400 – 600€ in a shared flat
- Food: Grocery shopping approx. 200€
  - Lunch at university: 8€
  - Lunch menu in the city centre: €12-20
- 10-trip bus and metro travel card: € 10 euro (1 zone)
- Cinema ticket: €9
- Don't forget to include the costs of personal expenses such as cosmetics, clothes, phone, books etc.

## Registration at UPC

UPC has three campuses in Barcelona. We are located at Campus Diagonal Besòs, opened in the 2016-2017 academic year in an area of growth between Barcelona and Sant Adrià de Besòs.

### UPC EEBE

Barcelona East School of Engineering. EEBE  
Av. de l'Eduard Maristany, 16. Building A  
08019 Barcelona

### How to get to the city centre from the airport:

- By taxi: The ride from the airport costs around 30 € and the trip takes 20 to 30 minutes
- By train or metro: Trains leave the airport every 1/2 hour. The train terminal is located at the airport (at T2). Train stops in Barcelona-Sants, Passeig de Gràcia, Barcelona Clot-Aragó. Coming to EEBE directly from the airport: take the train up to “Barcelona Clot-Aragó”, and then the tram (line T4) up to “Campus Diagonal Besòs”. Metro (Line 9) stops in Barcelona from the airport: Collblanc and Zona Universitària.
- By bus: You must take a blue bus called Aerobus right outside the terminal at the airport. Get off at Plaça de Catalunya (Catalonia Square).

### How to find us in the EEBE:

The Secretary of AMASE is located in the Administration Offices of EEBE on the right side of the main hall. The first thing you need to do at UPC is to register for the AMASE Programme. Please contact:

### UPC EEBE

Barcelona East School of Engineering EEBE  
International Relations Office  
Av. de l'Eduard Maristany, 16. Building A  
08019 Barcelona  
Email: [Mobilitat.eebe@upc.edu](mailto:Mobilitat.eebe@upc.edu)

The Department of Materials Science and Engineering is located at Building I.

## Introductory Meeting

The Introductory Meeting includes activities to help you become familiar with UPC-BarcelonaTech and the way of life in Catalonia. It includes the study structure, finding your way around the university and the answering of general questions.

This year the Introductory Meeting will take place the 13<sup>th</sup> of September 2019. You will be contacted again by the Department of Mobilitat EEBE.

## Spanish and other language courses

### Catalan language courses

#### Servei de Llengües i Terminologie

Campus Diagonal Nord, Edifici VX (Vèrtex), Pl. Eusebi Güell

6 08034 Barcelona

Phone +93 401 74 97

Homepage: <https://www.upc.edu/slt/en/contact>

These courses are provided by the Language and Terminology Service of UPC-BarcelonaTech. The aim is for students to quickly gain listening comprehension skills in Catalan so that they can follow lectures more easily. Students can later enrol in advanced level courses and obtain official certificates.

You can also learn Catalan via [parla.cat](http://www.parla.cat/pres_catalaenlinia/AppPHP/login/index.php), a collection of online resources for learning Catalan: [http://www.parla.cat/pres\\_catalaenlinia/AppPHP/login/index.php](http://www.parla.cat/pres_catalaenlinia/AppPHP/login/index.php)

Catalan Courses can also be done at **Consorci per a la Normalització Lingüística (CPNL)**: <http://www.cpnl.cat/>. The initial levels of Catalan are free, advanced language courses are not.

### Spanish language courses

It is possible to take Spanish courses at the university language schools. You will pay the same fees as their own members. There is also the possibility of preparing for official Spanish language examinations such as the DELE, which is awarded by the Spanish Ministry of Education.

#### Further information is available at:

#### Servei de Llengües i Terminologia

Campus Diagonal Nord, Edifici VX (Vèrtex), Pl. Eusebi Güell 6

08034 Barcelona

Phone: +34 93 401 74 97

Homepage: <https://www.upc.edu/slt/en/learn-spanish>

### Other language courses

Please find below a list of language schools that provide courses during your stay.

- Institut d'Estudis Nord-americans
- Institut Français
- British Institute
- Goethe Institut

## Other useful Information

### Sports

Many sports and cultural activities are organized by UNIVERS. Please look at the web

ESPORTS UPC	
C/ Jordi Girona, 3	E-Mail: <a href="mailto:info.esports@upc.edu">info.esports@upc.edu</a>
Building PE - Campus Nord	Homepage:
08034 Barcelona	<a href="http://www.upc.edu/esports">www.upc.edu/esports</a>
Phone: +34 93 401 17 16	

### Basic tourist information

If you arrive in Barcelona before the Welcome Day and you have booked your accommodation, the first thing we recommend you do is to check the area where you will be living. Getting familiar with your neighbourhood is important in order to learn basic things such as the location of the closest metro and bus stops, bakeries, supermarkets, pharmacies and so on.

Once this is clear, you should get yourself a metro travel card and start exploring the city. Now, there are different kinds of travel cards, which vary in features and price, and which can be bought at any metro station. These are the most frequently used within the city of Barcelona:

- Single Ticket: Valid for a one-way trip by metro or bus. It costs 2.20 €.
- T-10: Valid for ten trips by bus or metro. You can switch from any bus to a different one or from the metro to any bus within 1 hour and 15 minutes while only paying once. It costs 10 €.
- T-50/30: Valid for 50 trips by metro or bus within 30 consecutive days. You can switch from any bus to a different one or from the metro to any bus within 1 hour and 15 minutes while paying only once. It costs 43.50 €.
- T-Mes: Valid for an unlimited number of trips by metro or bus within 30 consecutive days. It costs 54 €.
- T-Jove: Valid for unlimited number of trips by metro and bus within 90 consecutive days. Only students under 25 may buy it. The cost is 105 €.

The Barcelona Transportation website offers other travel cards as well: [www.tmb.cat](http://www.tmb.cat). You can also find metro and bus maps on the same website.

## Contacts:

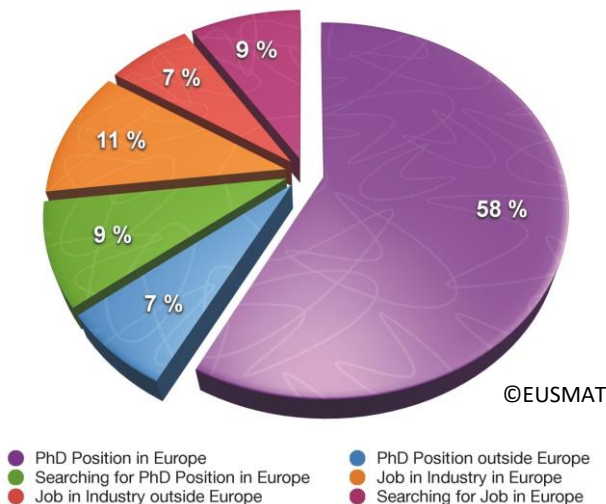
Local Coordinator:	Mobilitat EEBE
<b>Gemma Fargas Ribas</b> Phone: + 34 93 4137449 Email : gemma.fargas@upc.edu	<b>Mati Torné, Alba Mellado</b> Phone: +34934137407 / 345 Email: mobilitat.eebe@upc.edu

# YOUR FUTURE AFTER AMASE

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## Alumni statistics

The following diagram shows the broad spectrum of opportunities available to AMASE alumni in industry and university institutions. More than half of the alumni stay in Europe to complete a PhD.



## DocMASE

### European Joint Doctoral Programme in Materials Science and Engineering

The DocMASE Programme is the logical next step in the existing structures for international education in the framework of EUSMAT, and is jointly offered by:

- Universität des Saarlandes, Saarbrücken, Germany
- Université de Lorraine in Nancy, France
- Universitat Politècnica de Catalunya in Barcelona, Spain
- Luleå tekniska universitet in Luleå, Sweden
- Linköpings universitet in Linköping, Sweden.

Besides the five partners, 20 associated partners from academics, research and industry take part in the DocMASE programme.

DocMASE was selected in a very competitive process in the Erasmus Mundus programme. It was therefore able to deliver 37 Erasmus Mundus fellowships for the best applicants from EU and non-EU countries. However, as the Erasmus Mundus financing ran out, EUSMAT is currently searching for new scholarship possibilities.

The aim of DocMASE is to provide a high-level research structure for the best students from Europe and the rest of the world.

For further information, please visit our website: [www.docmase.net](http://www.docmase.net).

## **Alumni Association of Saarland University (Universitätsgesellschaft)**

AMASE is a program of the European School of Materials (EUSMAT) which aims to enhance contact and exchange between alumni and students currently enrolled in international study programs. EUSMAT is therefore part of the Chapter “Materials Science and Engineering” of the Alumni Association of Saarland University. This Association promotes joint activities such as conferences, trainings and recruitment measures and gives students, alumni and employees of materials science the possibility to expand their contacts.

All AMASE students are welcome to join this alumni association.

For further information please have a look on the official homepage:

<http://www.uni-saarland.de/page/unigesellschaft.html>

# **ANNEX**

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## **List of important documents**

Remember, always keep all your important personal documents with you. Do not put them into the luggage you check in at the airport. It might get lost on your journey. Instead, keep your documents in your hand luggage.

Please make sure that you have access to these documents e. g. you should save them on a USB drive or cloud server.

For more specific information please check the regulations for the universities you chose.

Here is a short list of documents you should bring with you:

- ☐ Passport
- ☐ Proof of your financial resources

- Your certificate of enrolment at university
- AMASE Admission Letter
- Proof of health insurance
- Proof of address (rental contract, gas/water/electricity bill with your name on it, or certificate of accommodation)
- Visa Documents
- passport sized biometric photos (e. g for visa, enrolment or other administrative purposes)

## Frequently Asked Questions (FAQ)

### ***May I learn the second language at my Entrance University?***

It is important that you start learning the language of your Second University as soon as possible, therefore you will have to organize yourself well. During the first year of the Master, we would highly recommend that you already participate in the language courses offered at your Entrance University which prepare you for your studies at the Second University. It might be necessary for you to participate in courses of the instruction language of the Entrance University as well.

### ***What about the Visa Procedures?***

European students do not need any visa. If you come from a non-EU-country (“third country student”), you will have to apply for a student visa.

### ***How long does a usual visa procedure take?***

The duration of the visa procedure depends on your home country and on the agreement between your country and the one you're going to study in. Some visa procedures can take up to six months in extreme cases. In our experience three to four months are quite common. Therefore, we advise you inform yourself about the visa procedure early on. That way, you will be ready to start the application as soon as you receive our documents.

### ***How often do I have to ask for a visa during my AMASE studies?***

At least twice: Once for your first trip to Europe and once more when you change to the Second University. If you choose to write your master’s thesis at your first university, you need a third visa to get back there. In any case, you will need a visa for two years from the beginning.

### ***What does this mean for my personal organization?***

Arriving at your first university, you have to find accommodation and organize your timetable. At the end of the first semester you should start applying for the visa for your next university. This gives you enough time to complete the procedure, should the embassies have any delays. Find more information about the Visa procedures, click here:

<http://www.auswaertiges-amt.de/EN/Infoservice/FAQ/VisumFuerD/08-Studentenvisum.html?nn=479790>Culture Shock



One can become homesick in a variety of ways. This includes struggling with:

- Adapting to a country with a different way of life
- Coping with a new language
- New food
- Trying to make new friends
- Dealing with extreme changes in the weather

To assist you in adapting to your new environment, here are just a few hints to make you feel more at home:

- Try and do the things you normally do, like watching TV, reading the newspaper; going to the gym or watching a movie.
- Try and meet people who are fluent in the language you need to learn, who also want to learn your native language. You can then pair up (tandem partners) and assist each other.
- Don't forget to contact home every once in a while to tell your friends and family what you have been doing.
- Talk to people about how you feel. Emotional support is important. Especially the first few months can be tough.
- Last, but not least have a positive attitude 😊



Advanced Materials Science  
and Engineering

The AMASE Master Programme is funded by the European Commission within Erasmus+  
Erasmus Mundus



Explore. Materials. Worldwide.

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