

## ACCOMMODATION REQUEST International Exchange Programs

**What you have to do:**

- 1) Fill in this application form on your computer
- 2) Print this application form
- 3) Sign this application form
- 4) Scan and save this application form
- 5) Upload this application form in the online application portal
- 6) Wait for information on completing the application for accommodation (will be given in the welcome e-mail)

**Erasmus+**

**Worldwide  
exchange  
programs /  
ISEP /  
USA Program**

<b>Surname:</b>		<b>First name(s):</b>	
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<b>I hereby apply for accommodation in the student dormitories.</b>	<b>From:</b> (Rooms can be booked only for full months!)	<b>Until:</b> (Rooms can be booked only for full months!)
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I do <b>NOT</b> apply for accommodation in the student dormitories.
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- The **deadlines for the application for accommodation are:**
  - **15<sup>th</sup> May** for the winter/fall semester (September/October to January/February) and
  - **15<sup>th</sup> November** for the summer/spring Semester (March/April to July/August)

**Important:**

*The **German Intensive Course** takes place in March and in September. Please consider that when making the reservation! Please contact your academic advisor at TU Dortmund University in order to find out when the **examination period** will end, so that you know how long you have to stay!*

- Most dormitories are close to the campus, others are a bit further away.
- The monthly **rent** will be up to 480 EUR (incl. incidental costs). The **deposit** will generally be 700 EUR.
- The rooms can only be reserved for **full months**.
- **The duration you indicate in this application form is binding.**  
You can cancel this application until 31 January if you arrive in March/April or until 31 July if you arrive in September/October. After that, three monthly rents will be charged if the room cannot be sublet. Also if you indicate in this application form that you will stay e.g. from March until July and you decide to move out in June, you still must pay the rent for July as well.
- Please let us know if you have special accommodation requirements due to a disability or if your partner will accompany you.
- Information concerning the dormitories (location or certain roommate) will be provided.
- The duration of the rental contract of Erasmus students is generally 12 months.
- In order to complete your reservation, you must transfer a **down payment** to the Studierendenwerk Dortmund after you have received your rental contract.
  - Erasmus and exchange students: 700 EUR (deposit) + first rent
  - ISEP students: 700 EUR (deposit)

**More information will be given in the welcome e-mail that you will receive after you have been admitted to your studies abroad at TU Dortmund University!**

If you have any questions, please contact:

[erasmus@tu-dortmund.de](mailto:erasmus@tu-dortmund.de) (Erasmus students) or [exchange-students@tu-dortmund.de](mailto:exchange-students@tu-dortmund.de) (all other exchange students).

By signing this document I certify that I have read, understood and accepted the terms of the reservation. Unsigned reservations for student housing will not be processed.

Date (dd.mm.yyyy)

Signature of Exchange Student