



# FACT SHEET FOR EXCHANGE STUDENTS



## Learn more

➔ [www.fs.de/international-office](http://www.fs.de/international-office)

## University

**Name:** Frankfurt School of Finance & Management  
**Location:** Frankfurt am Main, Germany

**About:** Frankfurt School of Finance & Management is a research-led business school accredited by AACSB, AMBA and EQUIS. Frankfurt School offers a wide variety of academic and educational programmes in finance, economics and management. This includes bachelor's and master's degrees, various MBAs, a doctoral programme, executive education, study tours and international modules as well as summer schools.

The faculty's research explores prevalent topics in business, management, banking and finance. Frankfurt School experts also manage advisory and training projects in emerging markets and developing countries, especially those related to microfinance and renewable energy finance.

Frankfurt School's Master of Finance programme is the only German master's degree in Finance to appear in the Financial Times (FT Ranking), and is globally ranked 31st. The FT ranks Frankfurt School's Master in Management 36th worldwide in 2019.

## FS Departments:

- Finance
- Management
- Economics
- Philosophy & Law
- Accounting



## Academic calendar

	Bachelor	Master
<b>Winter semester 2020/2021</b>	01 Sept. 2020 - 31 Jan. 2021	01 Sept. 2020 - 31 Jan. 2021
Lectures begin .....	31 August 2020	24 August 2020
Examination period I .....	17 - 24 October 2020	26 - 31 October 2020
Lectures End .....	12 December 2020	12 December 2020
Examination period II .....	12 - 19 December 2020	14 - 19 December 2020
<b>Summer semester 2021</b>	01 Feb. 2021 – 31 Aug. 2021	01 Feb. 2021 – 31 Aug. 2021
Lectures begin .....	08 February 2021	25 January 2021
Examination period I .....	27 - 03 April 2021	22 - 27 March 2021
Lectures End .....	28 May 2021	22 May 2021
Examination period II .....	29 May - 05 June 2021	24 - 29 May 2021

## Frankfurt

Ranked #7 in the world for quality of life, Frankfurt is a bustling international city filled with rising industry, swanky night life, and rich culture. With one of Europe's largest airports located in its backyard, a central train station with connections to every major city in Europe, Frankfurt is the perfect location to not only experience Germany but Europe as a whole.

## Orientation

The International Office offers an "International Student Orientation" where students are provided with useful information concerning the study programmes, taken on a tour of Frankfurt School's campus, shown the Online Campus system, and informed of other important things they need to know during their study period at FS. Please note that the orientation is mandatory for all bachelor and master exchange students.

## Dates:

Winter semester 2020/21: 20 / 21 August 2020  
Summer semester 2021: 27 January 2021 (MSc)  
02/03 February 2021 (BSc)



# FACT SHEET FOR EXCHANGE STUDENTS



## Nomination & deadlines

### Summer semester

Nomination deadline .....	01 October
Application deadline .....	01 November

### Winter semester

Nomination deadline .....	15 April
Application deadline .....	15 May

## Academic requirements

Students should have studied for at least two years in a business or economics related programme to enrol in our bachelor programme. To enrol in our master programmes, students need to have finished their undergraduate studies and should have studied at least one semester at graduate level.

## Application documents

- Proof of English proficiency and/or proof of German proficiency (see requirements below)
- Transcript of Records (official, stamped and signed)
- Bachelor degree (for master students only)
- Passport copy (valid for the full semester)
- Biometric photograph (passport style)
- Proof of international health insurance (see requirements below)

All documents have to be submitted in the online application. The link will be sent out by the International Office after the student has been nominated.

## Language requirements

- TOEFL IBT 90, IELTS 7.0 or equivalent
- If the study programme at the home university is taught completely in English, a confirmation from the study advisory is also accepted.
- Students only need to provide proof of a B2 German proficiency level if they want to enrol in German-taught modules.

## German language courses

- Frankfurt School offers optional German language classes during the semester to all international students. Students receive 6 ECTS for successful participation. If a student wishes to sign up, a language test will be sent out before the beginning of the semester. Based on the results and availability, students will be placed in the level of German that meets their language proficiency.
- Frankfurt School also offers a one month intensive German language class in August, before the start of the winter semester (please inquire for exact dates and fees beforehand).

## Modules

### Bachelor programme:

All modules from the 6th and 7th semester of the bachelor programme are eligible for exchange students. Most of these modules are taught in English. The module catalogue is available at the International Office before the start of the selection period in July / December. If students wish to take German-taught modules, they might consider choosing modules from the first four semesters of the bachelor programme.

### Master programmes:

Most of the master modules are open to exchange students (subject to availability, no guarantees may be given). The module catalogue is available at the International Office before the start of the selection period (July / November). Please note that the master programmes are completely taught in English.

## Module selection

Module selection is done via the FS Online Campus before the start of the semester. Students will be invited via email for the course selection period. Add/drop is possible before the start of classes.

## Academic workload:

Every module at Frankfurt School is worth 6 ECTS. Exchange students can take a workload of up to five modules (30 ECTS) per semester (including a German language course if selected). The minimum workload is one module.

## Transcripts

The transcript of records is available online for the students and can be downloaded any time. It will only be sent to the International Office of the home university upon request.

# FACT SHEET FOR EXCHANGE STUDENTS



Frankfurt School

## Additional information

### Student Visa (compulsory for non-EU students):

- Dependent on requirements from the German embassy of the student's home country. Students need to contact their local German embassy.
- The visa must also be valid for the orientation days before the start of the semester.

### Insurance (compulsory):

Students must obtain a health insurance that equates to German public health insurance. The amount covered by the insurance cannot be limited and has to cover the entire official semester period. Travel insurances are not accepted in any case. During the International Student Orientation a mandatory insurance check is done. If the insurance is not sufficient (please refer to the health insurance info sheet for details), the student must sign up for a German insurance (approx. 105 EUR per month).

### Housing:

Frankfurt School has its own student dormitories next to the campus. Due to limited availability, not all students can be guaranteed a room in the FS Dorms.

For further information, please check our website:

➔ [www.fs.de/dorms](http://www.fs.de/dorms)

### RMV ticket:

All students enrolled at FS need to purchase the RMV public transport ticket (approx. 215 EUR per semester).

## International Office contact information

Frankfurt School of Finance & Management gGmbH  
International Office  
Adickesallee 32-34  
60322 Frankfurt am Main  
Germany

### Office hours:

Monday - Friday, 9am - 4pm.



### Joana Rosenkranz

Head of International Office  
+49 69 154008-578  
j.rosenkranz@fs.de



### Alexandra Ciftci

Erasmus Coordinator  
+49 69 154008-738  
a.ciftci@fs.de



### Hanna Halstrick

Incoming Students,  
Outgoing Master students  
+49 69 154008-262  
h.halstrick@fs.de



### Hannah Mattia

Project Coordinator, Visa  
+49 69 154008-865  
h.mattia@fs.de



### Edda von Sommerfeld

Outgoing Bachelor students  
+49 69 154008-160  
e.sommerfeld@fs.de