

General Checklist for Your Stay Abroad



First Steps

- Consult the International Student Office (ISO)
- Choose a country and a university
- Check courses offered abroad
- Sort out admission and language requirements (if necessary, attend a language course at the University of Oldenburg)
- Hand in your documents in time (for Erasmus+ at your Departmental Coordinator/ outside Europe at the ISO)
- In case of acceptance for Erasmus+: hand in the application at the host university in time (please see our Erasmus+ Checklist for further steps)
- In case of acceptance for an exchange outside Europe: hand in the required documents for the host university at the ISO in time
- In case you are a „Free Mover“: enquire about application process and documents at your host institution/organisation
- Find out if the credits earned abroad will be approved by the University of Oldenburg (please get in contact with your „Fachvertreter für Anrechnungsangelegenheiten“)

In Case of Successful Application

- Receive documents/confirmation from the host institution
- (Optional) Apply for language course at host institution
- Sort out accommodation abroad (wherever possible)
- Decide what to do with your flat in Oldenburg (subleasing, cancelling, letting friends take care of it, using the Private Accommodation Database for International Students of the „Studentenwerk Oldenburg“, ...)
- Purchase health insurance plan for your stay abroad (if applicable)
- Sort out other possible insurances (travel accident, travel cancellation and baggage insurance)
- Sort out required vaccinations and/or certificate of blood group
- Apply for academic leave of absence at the University of Oldenburg (registrar's office)
- Sort out requirements for entering and staying in the country (maybe visa)
- Determine date of departure
- Inform the ISO about your study abroad (this applies to all who are spending time studying abroad)
- If applicable: apply for an international student identity card (obtainable e.g. at the „Studentenwerk Oldenburg“)

Costs and Finances

- Sort out costs for tuition and fees and required payment methods
- Find out about living costs (room and board, going out, excursions)
- Sort out/apply for grants or funds (scholarships, Auslands-BAföG, student loan)
- Get your money changed
- Buy tickets
- Check possibilities of working abroad

Upon Your Return

- Sort out credit transfer with the Examination Office of the University of Oldenburg
- Hand in experience report at the ISO