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## STUDENT EXCHANGE - Information about the application procedure for In-comings

Necessary application document:

- HGB application form
- letter of motivation
- Curriculum vitae (incl. German/English language skills, education and exhibitions)
- Portfolio
- 1 personal photograph.

The complete application needs to be uploaded (only PDF format, no bigger than 20 MB unless it includes film/video) and titled with the student's full name under the link of the ONE course of study the student is applying for:

- Media Art: <https://box.hgb-leipzig.de/index.php/s/XtMcjeN6kqMYnwr>
- Photography: <https://box.hgb-leipzig.de/index.php/s/DcgZEcNL3P8wEfk>
- Painting/Printmaking: <https://box.hgb-leipzig.de/index.php/s/EjaBcaxFjX3afaK>
- Book Design/Graphic Design: <https://box.hgb-leipzig.de/index.php/s/Erk9pZYBYozmMsF>

Application deadline:

- 15 May for the Winter semester (October - January)
- 15 November for the Summer semester (April- July).

Course catalogue (in German only): [www.hgb-leipzig.de/studium/vorlesungsverzeichnis/](http://www.hgb-leipzig.de/studium/vorlesungsverzeichnis/)

Academic calendar: [www.hgb-leipzig.de/studium/akademischerkalender/](http://www.hgb-leipzig.de/studium/akademischerkalender/)

Study programmes with classes: [www.hgb-leipzig.de/studium/studienangebot/](http://www.hgb-leipzig.de/studium/studienangebot/)

Exchange students will initially only be accepted for ONE semester. Extension of stay for a 2<sup>nd</sup> semester is possible if the mentoring professor agrees.

If the student is accepted he/she is obligated to be part of one class led by a professor in their chosen course of study. For the overall work done in one semester he/she will receive 30 ECTS credits.

It is usually not possible to participate in the 1<sup>st</sup> and 2<sup>nd</sup> year study programme (incl. beginner courses in the printing workshops!), the MA programme "Cultures of the Curatorial" and the Meisterschüler programme.

Teaching language is German. In exceptional cases it is possible for exchange students to participate with limited/no German language skills if they have a very good grasp of English and the head of class approves.

All students (including ERASMUS and other exchange students) have to pay a semester contribution (currently 221,50 EUR per Semester) - charged by the student services organisation "Studentenwerk Leipzig" for social services for all students. It includes a pass for complete local public transport. More detailed information will be given after the application is approved.

Due to the high number of applications we receive every semester, we are unfortunately not able to accept all nominated students. As receiving institution it is necessary for us to have the final say about accepting exchange students.