



# EBS Law School FAQ for Incoming Students



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## 1. Nomination

### 1.1 When is the nomination deadline?

**Fall Term:** 15 April

**Spring Term:** 20 September

### 1.2 What is the nomination procedure?

Your home university coordinator must officially nominate each student via our nomination portal. All partner universities are notified of the nomination period in advance.

## 2. Application

### 2.1 How can I apply to EBS?

Once you have been nominated by your home university, the EBS International Office will provide login details for the application portal, along with detailed instructions. All relevant documents can be uploaded online.

### 2.2 When is the application deadline?

**Fall Term:** 1 May

**Spring Term:** 1 October

### 2.3 What if I need more time for my application?

If you feel you may need more time, please contact EBS International Office to discuss your options.

### 2.4 What documents do I need to submit?

In addition to your personal information, we require a CV, your transcript or academic records, a copy of your passport, proof of English language proficiency and a signed copy of our student regulations.



## 2. Application

### 2.6 What requirements do I need to fulfil to apply?

Applicants must have:

- / A good academic record
- / Completed at least one year of a full-time undergraduate law programme, or at least one year at a graduate law school, by the start of the exchange semester at EBS (only law term applicants)
- / Proof of English language proficiency

### 2.7 What are the English language requirements?

- / TOEFL iBT: 90
- / IELTS: 6.5
- / TOEIC: 721
- / ESOL CAE: Grade A, B or C

The language requirement is waived for native speakers, for students whose degree program is taught entirely in English, or for those whose home universities have specific agreements with EBS.

### 2.8 When will I hear back from EBS after submitting my application?

Once the deadline has passed, all applications will be reviewed carefully. This process may take some time.

We understand that you are eager to hear from us and will get back to you as quickly as possible.



## 2. Application

### 2.9 Will I receive a letter of acceptance?

Yes. Once your application has been approved and you have been officially enrolled at EBS, you will receive a letter of acceptance.

For visa applicants, an additional German letter of acceptance will be issued, confirming that all courses are conducted in English. This exempts you from providing proof of German language proficiency for your visa application.

### 2.10 What happens after my application has been accepted?

You will receive a welcome email with your letter of acceptance and, if applicable, your visa information and housing letter, along with further information regarding your stay at EBS.

### 2.11 Do I need to sign a Learning Agreement?

This depends on your home university's requirements.

## 3. Enrolment

### 3.1 What are MyEBS / Canvas and CampusNet?

*MyEBS* and *Canvas* are platforms used to share general information about studying at EBS, including course materials, examination policies and procedures, programme structures and housing offers.

*CampusNet* is used for individual student matters such as course schedules and grades.

### 3.2 How can I access MyEBS and Canvas?

After enrolment, you will receive an email from our IT department containing your personal login details.



## 3. Enrolment

### 3.3 What courses can I take?

**Law Term:** The final curriculum is usually published in June or July. Apart from the compulsory introductory module, you may choose from all modules offered during the Law Term.

**LPE Term:** In the Spring Term, you may choose courses from semesters 2 and 4, whereas in the Fall Term, courses from semesters 1 and 3 are available. A spreadsheet detailing all available course options will be provided upon enrolment.

### 3.4 Where can I find a course overview?

**Law Term:** The curriculum from the previous year is available for download on our [website](#).

**LPE Term:** Please feel free to request a copy of the course catalogue at [law.international@ebs.edu](mailto:law.international@ebs.edu).

### 3.5 Is there an academic advisor who can assist with course selection?

**Law Term:** Please contact [law-term@ebs.edu](mailto:law-term@ebs.edu).

**LPE Term:** Please contact [law.international@ebs.edu](mailto:law.international@ebs.edu).

### 3.6 How many ECTS credits must I attain?

**Law Term:** Students may earn between 21 and 33 ECTS credits.

**LPE Term:** The standard workload is 30 ECTS credits per semester. The exact number of courses undertaken will depend on your home university's requirements.

### 3.7 Do you offer German language courses?

Yes, we generally seek to offer German language courses prior to the start of the semester, as well as a course running throughout the semester. Further information will be provided upon enrolment.



## 4. Visa

### 4.1 Do I need a visa to study in Germany?

German immigration law classifies all visitors into different categories based on country of origin. Please contact the nearest German embassy or consulate to determine the category applicable to your country.

#### Visa Waiver Countries:

Citizens of visa waiver countries may enter Germany without a visa and either apply for a residence permit upon arrival or obtain a visa covering the entire duration of their stay in advance.

#### Visa Waiver Countries – Touristic Purposes:

For touristic stays, citizens of these countries are generally permitted to stay for a maximum of 90 days. Exchange students, who typically remain in Germany for longer than 90 days, must therefore apply for a **D-Visa** prior to arrival.

#### Visa Countries:

Citizens of all other countries must obtain a visa prior to entering Germany. Upon arrival, you may apply for a residence permit, or alternatively, attempt to secure a visa covering the entire duration of your stay.

Further, more detailed information will be provided once your application has been accepted.

### 4.2 What documents do I need to apply for the visa?

You will need to provide the following documents:

- / EBS Letter of Acceptance (in German)
- / Housing Letter, confirming that EBS will assist with your search for accommodation (in German)
- / Proof of sufficient health insurance coverage in Germany
- / Proof of financial support



## 4. Visa

### 4.3 How long am I allowed to stay in Germany?

You may stay at EBS for the Fall Term (August–December), the Spring Term (January–July) or both, depending on your academic programme.

### 4.4 How do I apply for my visa?

- Step 1: Make an appointment at the nearest embassy or consulate.
- Step 2: Prepare all required visa documents.
- Step 3: Submit your application documents.
- Step 4: Once the German Immigration Office approves your visa application, the embassy will notify you when and where you may collect your visa.

## 5. Health Insurance

### 5.1 Do I need health insurance to study at EBS?

Yes. All students must have valid health insurance. Proof of sufficient coverage is required to enrol at EBS and/or to apply for a student visa, as mandated by German law.

### 5.2 How much does health insurance cost?

All public German insurance providers offer comparable comprehensive services at a similar cost, approximately € 130 per month.



## 5. Health Insurance

### 5.3 Do I need to submit proof of my health insurance to EBS?

You do not need to send us your insurance policy.

However, for enrolment, you must provide a digital insurance notification from a statutory health insurance fund confirming that you are, or are expected to be, insured as a member or family member at the start of your studies.

#### Public health insurance:

The statutory health insurance fund will send EBS a digital insurance notification (M10) confirming that you are insured.

#### Private health insurance:

If you have private German health insurance and wish to remain privately insured at the start of your studies, you must obtain an exemption from the statutory health insurance requirement. To do this, contact any statutory health insurance company in Germany, which will issue the exemption after verification and forward a digital insurance notification to EBS.

More information will be provided after enrolment.



## 6. Money & Finance

### 6.1 Do I need to open a bank account?

If you need to apply for a visa, you may open a **blocked bank account** to provide proof of sufficient financial support.

A blocked bank account is a special type of German bank account that allows you to withdraw only a fixed, pre-agreed amount per month, regardless of the total funds deposited.

For your daily expenses, you can use your credit card from home. Make sure to inform your bank about your stay abroad and check for any applicable fees.

Alternatively, the most common type of bank account in Germany is a **Giro account** (checking/current account). To open one, banks usually require an address registration certificate, your student ID card, your passport and your German tax ID number.

### 6.2 How can I pay in Germany?

We recommend bringing some cash to cover expenses during your first few days in Germany, such as food, a possible deposit for your accommodation and other necessities. Your semester ticket/student ID card will also need to be paid for in cash.

You can exchange your foreign currency for euros at currency exchange offices, for example at the airport.

Most shops and restaurants accept debit cards. Credit cards may not always be accepted. Cash, however, is universally accepted.

Please note that smaller shops may not accept large banknotes (€ 200 and € 500).



## 6. Money & Finance

### 6.3 How high are the expected living costs in Germany?

Estimated living costs (in euros):

- / Total : approx. € 880 – € 1190 per month
- / Accommodation: € 400 – € 600 per month
- / Food: € 250 per month
- / Health Insurance (non-EU): approx. € 110 per month
- / Transportation (semester ticket for public transport in the Rhein-Main region): € 150.88
- / Excursions (optional): € 80

## 7. Housing

### 7.1 Does EBS offer on-campus housing or have a housing office?

No, EBS does not currently offer on-campus housing and does not have a housing office.

### 7.2 How and where can I find accommodation?

Housing offers from local landlords, as well as flats or rooms sublet by current EBS students, are listed on our housing website: [Housing EBS](#).

You will be able to log in after enrolment. A housing guide, along with a link to a WhatsApp housing group for new EBS students, will also be provided at that time.

We also try to match incoming students with outgoing students who will be abroad during your studies and are looking to sublet their apartment or room.



## 7. Housing

### 7.3 How much does it cost to rent a room or apartment in Germany?

Costs vary depending on the area and the size of the apartment or room. You can expect to pay between € 400 and € 600 per month.

### 7.4 Where is the campus, and can I reach it via public transport?

Our campus is located in Oestrich-Winkel, with a bus and train station nearby. You can check [www.rmv.de](http://www.rmv.de) for the best connections.

## 8. Arrival

### 8.1 Does EBS provide a pick-up service?

No, EBS does not currently provide a pick-up service from the airport or train station. Upon arrival, you can reach the campus by bus, train or taxi (at your own expense).

### 8.2 Where is the campus and how do I get there?

Our campus is located in Oestrich-Winkel and is easily accessible by public transport. A bus stop (*Oestrich EBS Schloss*) and a train station (*Bahnhof Hattenheim*) are located nearby.

### 8.3 When and where can I collect my student ID card and public transportation ticket?

You may collect your student ID card at our Student Service Point.

The RMV transportation ticket can be downloaded using a link that will be provided after enrolment.



## 8. Arrival

### 8.4 How do I know what to do upon arrival?

During our Induction Days, you will receive all the information you need for your start and stay at EBS.

### 8.5 Do I have to attend the Induction Days?

Yes, attendance at the Induction Days is mandatory for all international students.

## 9. Academic Matters

### 9.1 Where can I find the academic calendar?

All course materials, announcements and related information will be published on Canvas. You will receive your login details once you are enrolled.

### 9.2 How do I register for classes?

**Law Term:** The curriculum will be published around June/July. Course registration will be possible (at the latest) during the Induction Days.

**LPE Term:** Course information will be provided after enrolment. To register, please email your course preferences to the International Office.

### 9.3 What is the form of examination?

This depends on the course. The most common examination formats are written exams, take-home essays, presentations and class participation.

### 9.4 Who can provide academic guidance?

**Law Term:** For guidance, please contact [law-term@ebs.edu](mailto:law-term@ebs.edu).

**LPE Term:** Please contact [law.international@ebs.edu](mailto:law.international@ebs.edu).



## 9. Academic Matters

### 9.5 Is there a semester break?

No, there is no semester break in either the Spring or Fall Term.

**Spring Term:** Easter public holidays (March/April) and Labor Day (1 May)

**Fall Term:** Day of German Unity (3 October)

## 10. Activities

### 10.1 Are there any activities for international students?

Yes, we organise a variety of activities and excursions for our international students each year. Further details will be provided after enrolment, once all arrangements for the semester have been finalised.

### 10.2 What student services does EBS provide?

- / International Office
- / Student Buddy Service
- / Learning Centre and Library / eLibrary
- / Individual IT Support
- / Workstations, Free Wi-Fi, Printers, Copy Rooms
- / Cafeteria and Café
- / Academic Counselling
- / Coaching Service
- / Career Service Centre

### 10.3 How can I connect with German students?

You will be paired with a German buddy (an EBS student) who will help you settle in when you arrive. You will also have plenty of opportunities to meet German students on campus and at our events.



## 10. Activities

### 10.4 What is there to do in Oestrich-Winkel?

Oestrich-Winkel is located in the picturesque Rheingau region, famous for its wine production. The area is idyllic, offering opportunities for hiking, boat excursions and wine tastings.

It is also well connected to larger cities such as Wiesbaden, Mainz and Frankfurt, where you can enjoy a wide range of activities such as shopping, museums, cinemas, restaurants, bars and clubs.

### 10.5 What is the buddy programme and how does it work?

We are running a buddy programme pairing each international student with a German EBS student to help you settle in and make the most of your time at EBS.

You will receive your buddy's contact details by email before the semester begins.

## 11. Bureaucracy

### 11.1 How do I register my address?

By German law, you must register your address within two weeks of arrival. You need to register at your local *Bürgerbüro*, usually by booking an appointment online.

For registration, please bring:

- / Your passport
- / The *Wohnungsgeberbestätigung* (a housing confirmation form), completed by your landlord in advance



## 11. Bureaucracy

### 11.2 How can I apply for a residence permit?

You must apply for a **German Residence Permit** at the relevant Immigration Office.

**Required documents/items:**

1. Completed application form
2. € 100 application fee
3. EBS letter of acceptance (in German)
4. Original passport (not a copy!)
5. Digital biometric photo
6. Proof of health insurance covering your entire stay in Germany
7. Rental contract in Germany
8. Proof of financial support, e.g., blocked account, scholarship statement, or *Verpflichtungserklärung* (formal obligation)
9. Confirmation of address registration – issues by your local *Bürgerbüro*

## 12. Living in Germany

### 12.1 How do I use public transport?

All EBS students receive a ticket for unlimited regional train and bus travel within the Rhein-Main metropolitan transport area (RMV). The cost is € 150.88 per semester per student.

The easiest way to check RMV bus and train connections and timetables is online: visit <https://www.rmv.de/en/>, select English, click “Individual Enquiry” and enter your travel details (date, departure, destination).



## 12. Living in Germany

### 12.2 "I have received a letter from the *ARD ZDF Deutschlandradio Beitragsservice*. Do I have to pay the broadcasting fee?"

Yes. The German radio and television broadcasting fee (*GEZ/Gebühr*) is a mandatory fee required by law for everyone in Germany. It costs approximately. € 20 per month per household.

### 12.3 Is there a cafeteria on campus?

Yes, there is a cafeteria on campus. Meal prices are based on weight, with 100 g costing around € 1.40. You can pay by debit or credit card.

### 12.4 Who can I contact if I have any questions or issues?

**Academic questions:** Contact your professors directly or [law-term@ebs.edu](mailto:law-term@ebs.edu) (Law Term students only).

**General questions:** Contact the International Office at [law.international@ebs.edu](mailto:law.international@ebs.edu).

**Mental wellbeing:** Contact our psychological counselling services at [coachinguser@ebs.edu](mailto:coachinguser@ebs.edu).

### 12.5 Where can I seek medical assistance?

You can visit general practitioners as well as specialist doctors in the area. In most cases you will need to schedule an appointment; however, in the event of acute pain or urgent medical needs, patients may be seen immediately.

### 12.6 Where can I go shopping?

In Oestrich-Winkel, you can find several grocery stores, including *Rewe*, *Netto* and *Aldi*.

In nearby cities such as Wiesbaden and Mainz, a wide variety of shops is available, offering clothing, electronics and more.



## 12. Living in Germany

### 12.7 What phone providers do you recommend?

Prepaid SIM cards are available at supermarkets and kiosks. Most providers offer similar rates. Popular options include *Vodafone*, *Telekom*, *Aldi Talk*, *Lidl Connect* and *Rewe Ja Mobil*.

## 13. Departure / Final Steps

### 13.1 Do I need to de-register from the city?

Yes, it is mandatory to de-register when you leave Germany.

To do so, please visit your local *Bürgerbüro* (an appointment may need to be scheduled in advance), or, if available, use the online de-registration service.

### 13.2 Do I have to close my bank account?

Yes, you should close your bank account before leaving. Please contact your bank to determine the necessary steps.

Students with a blocked account must unblock it before it can be closed.

### 13.3 Do I have to de-register from the GEZ?

Yes, your personal reference number must be de-registered before leaving Germany. You will receive instructions on how to complete this process prior to your departure.

### 13.4 When will I receive my accommodation deposit?

The landlord is entitled to retain the deposit for up to one year. Therefore, it may take some time before the funds are returned, depending on the settlement of any outstanding charges or damages.



## 13. Departure / Final Steps

### 13.5 When will I receive my transcript?

One official transcript of records will be issued by the EBS Examinations Office once all grades are available, usually by March. You may check the status of your grades at any time via *CampusNet*.

The transcript will then be sent to your home university, typically by email, unless a hard copy is requested.

### 13.6 I need some documents signed by EBS...

If you require any documents to be signed by EBS, please contact the International Office at [law.international@ebs.edu](mailto:law.international@ebs.edu) well in advance of your departure. Please do not wait until your last day at EBS!

#### Erasmus+ students:

Many Erasmus+ partner universities require an "Erasmus+ Confirmation of Departure" to release the final installment, or the full Erasmus+ grant. This document must be signed by the exchange coordinator abroad.

Please email any documents requiring signatures to [law.international@ebs.edu](mailto:law.international@ebs.edu) before leaving Germany!