



ERASMUS+

EU-Programm für allgemeine und berufliche Bildung, Jugend und Sport

**Auslandsamt
International Relations**

29913-LA-1-2014-1-DE-E4AKA1-ECHE

EXCHANGE PARTNER INFORMATION SHEET

Name of Institution	FACHHOCHSCHULE FÜR ÖFFENTLICHE VERWALTUNG UND RECHTSPFLEGE IN BAYERN University of Applied Sciences for Public Administration and Legal Affairs in Bavaria (FHVR)
Erasmus Code	D MUNCHEN08
Profile	<p>The University of Applied Sciences for Public Administration and Legal Affairs in Bavaria (FHVR) is an internal university of Bavarian Administration. And it is the only one in Bavaria.</p> <p>The FHVR offers a three-year graduate programme in public administration for both state and municipal civil service. After having successfully graduated FHVR students get a diploma “Diplom-Verwaltungswirt (FH)”, which enables them to work at middle management level or in specialized jobs in public authorities.</p> <p>Students have the status of civil servants of the Free State of Bavaria or of different local authorities. For that reason the number of students varies every year depending on the requirements of the public employers. In 2012 there have been 360 beginners and the number of students has been 1.200 in all.</p> <p>Besides FHVR offers further education seminars for experienced public state officials in subjects like management, business affairs and personnel management. Thus graduates of the FHVR get familiar with new developments in the public sector.</p> <p>The faculty “Fachbereich Allgemeine Innere Verwaltung” at Hof participates already for a lot of years in ERASMUS and offers possibilities to study at its partner universities. Other faculties (for example the “Fachbereich Polizei”) are engaged in special European programmes.</p>

	<p>The faculties are situated all over Bavaria:</p> <ul style="list-style-type: none"> - Allgemeine Innere Verwaltung: Hof - Polizei: Fürstenfeldbruck - Finanzwesen: Herrsching - Sozialverwaltung: Wasserburg - Archiv- und Bibliothekswesen: München - Rechtspflege: Starnberg <p>The central administration of the university is in Munich (München).</p>
University President	<p>Präsident Hermann Vogelgsang Mail: Poststelle@fhvr-zv.bayern.de</p>
Head of International Relations	<p>Karl Georg Haubelt Responsible for International Relations and ERASMUS-Coordinator Mail: K.Haubelt@fhvr-aiv.e +49 9281 409 267</p>
International Relations Office	<p>Rüdiger Neubauer Vice-Responsible for International Relations Mail: R.Neubauer@fhvr-aiv.de +49 9281 409 149</p> <p>Simone Hohberger Secretary Mail: international@fhvr-aiv.de +49 9281 409 103</p>
Homepage	<p>www.fhvr.bayern.de www.fhvr-aiv.de/de/startseite.html www.fhvr-aiv.de/international</p>
Address	<p>Fachhochschule für öffentliche Verwaltung und Rechtspflege in Bayern Fachbereich Allgemeine Innere Verwaltung Auslandsamt Wirthstr. 51 95028 Hof Germany</p>
Language of Instruction	<p>The courses are regularly taught in German. Exchange students must have a good level of German (Minimum B1).</p>
Accommodation, Insurance	<p>http://www.fhvr-aiv.de/en/international/study-in-hof.html Incoming students have the possibility to get a room at the campus at Hof (please ask for the actual tax by mail). Further information by Mr Franz Jakob (f.jakob@fhvr-aiv.de).</p>
Exchange Application Deadlines	<p>30th June and 30th November</p>
Health Insurance	<p>Students from EU-countries don't need normally a German insurance. It is advised to join a supplement medical cover by a private insurance if needed.</p>

<p>Application Procedure</p>	<p>Students must download the application form on our web-side (http://www.fhvr-aiv.de/en/international/download-for-foreign-studies.html) and send the documents as pdf before the application deadlines to the following address: K.Haubelt@fhvr-aiv.de</p> <p>We need also in attachment the learning agreement signed and stamped by the home university and a copy of the passport or the identity card. Without the signature of the home institution applications will not be accepted.</p>
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