

FAQ's student dormitories from A – Z

Application

The application for a room in a dormitory is made exclusively via the [online application](#).

In principle, admission is made in the order in which applications are received.

Priority consideration: If a hardship exists, e.g. low income of parents, chronic illnesses or disabilities.

A case of hardship must be proven in writing together with the application (e.g. proof of parents' income, proof of disabilities, illnesses, etc.). For more details, see [the terms of use](#) („Benutzungsordnung“) and [the admission criteria](#).

You can apply even if you have not been admitted or matriculated; however, you must provide proof of matriculation no later than 4 weeks after moving in. Otherwise, you will not be eligible for housing, which will result in termination without notice.

Those who do not receive admission may withdraw from the application free of charge. If a reservation commitment has already been made, withdrawal is still possible for an administrative fee. If a rental agreement has already been concluded, a cancellation must be made. There is then a liability for the rent payment until the re-letting, but this usually takes place within 14 days at the beginning of the semester.

Application deadlines

There are no fixed application deadlines. However, applications should be received by July 15 for the winter semester and January 15 for the summer semester, because this is when room assignments and the mailing of rental contracts begin. Applications received later than this will have far fewer opportunities and choices.

Bed linen

Is not part of the room equipment; you have to bring it with you.

Cancellation

If you wish to terminate your lease before the end of the contract period, you must submit a [written notice of termination](#) to the residence hall administration. Please refer to the General Terms and Conditions of Lease, Section 14 for notice of termination. If you do not give notice of termination in a timely manner, you will be obligated to pay rent until reletting is secured.

Cash desk

In our main cashier's office in Marstallhof 1, 1st floor, left, room 101, you can make your cash deposits (e.g. the rent). Also, in certain cases, the deposit to international students is paid in cash here. The main cashier's office is open: Mon, Tues, Thurs & Fri 09:00 - 12:00 and Wed 09:00 - 11:00 and 12:30 - 15:30.

Broadcasting fees (formerly GEZ)

Broadcasting fees are not included in the rent. In principle, all residents are liable to pay the fee - regardless of whether they own a radio or television set or not. In a WG, all WG residents are [jointly](#) liable for the contribution, i.e. the broadcasting contribution is divided by the number of WG residents. Further information is available [here](#). Students with low financial means (e.g. BAföG - recipients) can apply for a fee exemption.

Contact persons

For each dormitory, there is a clerk who is responsible for all students living there - from the confirmation of reservation to the termination of the lease. Clerks are responsible for everything related

to the rental contract, renewals, moves, but also if there are problems with roommates. You can find the contact details of your clerk on the bulletin board in your dormitory.

A janitor is responsible for all technical matters in the room or dormitory, as well as for move-ins and move-outs.

Damage report

Damages in the room or in other rooms, to installation equipment or to the inventory must be reported to us as soon as possible so that no even greater consequential damages occur.

Please use the following link to report damage, defects or unhygienic conditions upon moving in or during your tenancy: [damage report](#)

Deposit

At the beginning of the contract a deposit has to be paid, which remains non-interest bearing after the end of the contract according to § 551 Abs. 3 Satz 3 BGB. As a rule, the deposit will be returned to the bank account known to us within 3 months after the end of the contract, if there are no rent debts or other claims by the Studierendenwerk. In certain cases, a cash payment is also possible for international students.

Europahaeuser

50% German students and 50% foreign exchange students (short-term students) live in the „Europahaeuser“ Houses. German residents are expected to show a special level of commitment to helping and supporting foreign students. Foreign students cannot apply directly for the Europahaeuser. Rooms for exchange students are allocated by the respective university within the framework of a quota agreement.

Exchange/Program students (short-term students)

Each semester, the universities are provided with a certain number of rooms for foreign exchange and program students. The rooms are allocated by the respective university. The Studierendenwerk has no influence on this. The application for a room is made together with the application for admission directly through the university.

Floor

Most rooms have linoleum floors, which can be wet cleaned and are therefore well suited for allergy sufferers.

Floor room

Classic residence hall room: single room on a floor community with approximately 13-15 residents; shared kitchen and -shared showers/toilets. Many bunk rooms have a private sink in the room.

Forms

You can find all relevant forms for downloading and printing under [Downloads – Student Living](#)

Forms of living

- Single room with washbasin and shared shower/toilet/kitchen (approx. 10-15 persons on one floor)
- Single room in shared flat (WGs) (2 to 6-person flat, single room, shared kitchen, shared shower/WC)
- single apartments with own shower/WC and pantry kitchen
- Family apartments with 2-4 rooms for single parents or families
- Handicapped friendly rooms in double apartments or shared flats

Furnishing

See room equipment

Housing eligibility

Students of Heidelberg University (*Universitaet Heidelberg*), Heidelberg University of Education (*Paedagogische Hochschule*), University of Church Music (*Hochschule für Kirchenmusik*), Heidelberg University of Jewish Studies (*Hochschule fuer Juedische Studien*), Heilbronn University of Applied Sciences (*Hochschule Heilbronn*), Duale Hochschule, Mosbach, Duale Hochschule, Heilbronn, DHBW CAS, and Hochschule für Rechtspflege, Schwetzingen are eligible for housing. For more details, please refer to [the terms of use](#) (Benutzungsordnung) for the dormitories of the Studierendenwerk Heidelberg.

International students

In the dormitories live about 30 - 50% international students, depending on the dormitory. Proof of funding must be submitted with the dormitory application. Exchange/program students receive a room under a contingent agreement through the respective university. Further information for international students is available [here](#).

Internet connection

Internet access is generally available in all dormitories. Some dormitories are equipped with direct Internet access in the room (mostly LAN, sometimes also W-LAN), for which no further costs are incurred. In other dormitories there is no direct internet access. In this case, the tenants must order the Internet connection themselves from a private Internet provider.

The use of the internet is for study purposes only. You can find out which dormitories have direct Internet access in the room [here](#).

Janitor

Not every residence hall has its own janitor - many janitors look after several residence halls, so they are not on site all the time. There are fixed office hours and availability via mobile phone. The office hours and telephone number of your janitor can be found on the notice board in your residence hall.

Janitors are responsible for move-ins and move-outs, take care of repairs, maintain the grounds, supervise cleaning companies and much more. If something is not working, there is a defect or damage, please file an [online damage report](#) with us immediately. The janitor will then take care of the damage repair as soon as possible.

Living duration

The minimum rental period is one semester. Shorter contract periods are not possible. So that as many as possible can live inexpensively, the duration of living is limited; all rental contracts are limited in time, the basic period of residence is 6 semesters; contract extensions of up to a further 6 semesters (a total of 12 semesters of residence) are possible in the following cases:

- with appropriate commitment in the residence hall (see special assignments)
- for disabled or chronically ill students
- for student families

General housing shortages or financial problems are no reasons for an extension.

Living space

The living space includes not only the respective room, but also all other areas available for joint use, e.g. bathroom, kitchen, hallway, balcony (proportionally), storage room in the apartment, etc. A rental unit with 18 square meters of living space can therefore consist of a 12 square meter room in a 2-person shared apartment, in which another 12 square meters are available for joint use by the two residents.

Moving in

Moving in is only possible from the start of the contract and only during the janitor's office hours (Mon-Fri). Please come to the respective janitor's office hours or make an appointment in advance by telephone with the responsible janitor's office. If the start of the contract is a Saturday, Sunday or public holiday, it is not possible to move in until [the following working day](#). At the beginning of the winter

semester, up to 900 move-ins and move-outs take place. Waiting times may occur during peak periods.
Tip: If you do not necessarily move in on the first of the month, but a few days later, you will save yourself a lot of stress.

Moving out

Your room must be handed over by 12:00 noon on the day of the end of the contract at the latest. If this is a Saturday, a Sunday or a public holiday, the handover must take place by 12:00 noon on the preceding working day (General Terms and Conditions of Lease, item 15). Move-outs are only possible during the janitor's office hours (Mon-Fri). Please arrange a handover appointment with your janitor at least 14 days before you plan to move out. Your room will be checked for damage and cleanliness on this date and a move-out protocol will be drawn up. All keys must be returned. The room can no longer be entered after you have moved out and returned the keys.

Moving back

Students who interrupt their stay in Heidelberg for study reasons (e.g. study abroad or internship) will be given priority for a dormitory room upon their return without having to reapply. Of course, this is only the case if there is still remaining time to live in the dormitory. In order to receive a room in the dormitory again after your return, you should submit an (informal) application for re-admission to your clerk together with written proof of the interruption in your studies (e.g. proof of internship, notice of admission from a foreign university, etc.) before you leave Heidelberg. Please note that there is no entitlement to the same dormitory or even same room.

PhD students

Doctoral students are eligible to live in the residence halls as long as they are enrolled. For doctoral students, there are certain residence halls that give preference to doctoral students and students in advanced semesters. Please refer to the respective [residence hall information](#) to find out which residence halls these are.

Pillows/blankets

Do not belong to the equipment of the rooms, you have to bring them with you.

Proof of financing

A proof of financing is a document that must be submitted together with the dormitory application by international students. The proof must show how you will finance your studies in Germany. Often such proof is also required when applying for a visa. Examples of such proof can be: Declaration of guarantee (e.g. by parents), proof of a scholarship, proof of a bank account (e.g. blocked account).

Proof of income

Applicants who can prove financial hardship will be given priority for admission. For priority admission, proof of income must be submitted with the application (e.g. copy of parents' monthly pay slip, tax statement, or BAföG notice).

Relocation

Relocations are only possible upon [written application](#) in justified exceptional cases and only at the beginning of the semester (General Terms of Tenancy, Section 6). The following applies to relocation applications for individual apartments: Students with disabilities and seriously ill new applicants and residents, as well as those preparing for final examinations, have priority. Otherwise, applications will be considered in the order in which they are received.

The application must be received by the housing administration by June 1st for the following winter semester and by December 1st for the following summer semester at the latest. You will be charged a fee for moving, the amount of which can be found in the fee schedule in the General Terms and Conditions of Tenancy. In addition, the tenancy agreement for your previous room will continue to run

until the 15th of the following month. At the same time, the tenancy agreement for the new room begins on the 1st of the respective month. This means that you have to pay half the rent twice.

Rent

Rents are "all-inclusive" rents, all costs are included in the rent, there are no service charge statements.

Rent is paid monthly by SEPA direct debit. This requires a German or a European bank account that participates in the SEPA direct debit scheme. Cash payment of the rent is possible in exceptional cases. Cash payment is possible either at the ServiceCenter am Uniplatz, InfoCafé International in the Zentralmensa or at the main cash desk in the Marstallhof.

Room equipment

There are furnished and unfurnished rooms and apartments, details can be found [here](#).

- Furnished rooms: closet, bed with mattress (size: approx. 90 x 190/200 cm), desk, desk chair, shelf.
- Unfurnished rooms: closet
- Apartments (furnished and unfurnished): Kitchenette with hotplate, refrigerator, wall unit.
- Ceiling lamp is always available, desk and other lamps must be brought; bulbs must be replaced by the tenants.
- Pillows, blankets and bed linen are not included in the equipment.
- Kitchen utensils (pots, plates, dishes, etc.) are not part of the equipment; please note that there are induction hobs in some dormitories, for which special pots and pans are needed; please inform yourself in advance!

Shared flats

Smaller residential unit with 2 - 9 single rooms (room size approx. 11 - 13 sqm), one to two bathrooms (shower/WC), shared kitchen

Single apartment

Approx. 18 - 25 sqm, with own bathroom and kitchenette. They are mainly given to exam candidates or chronically seriously ill or handicapped students. Freshmen and short-term students are given a single apartment only in exceptional cases.

Single room

Room for one person, either on a floor with shared facilities or within a residential group (WG).

Size of the rooms

The size of the rooms varies greatly, especially in the old buildings of the Altstadt. Most single rooms in a WG are between approx. 11 - 14 sqm in size. Single apartments incl. bathroom and pantry - kitchen about 18 - 25 sqm.

Special assignments

The basic term of residence is 6 semesters. In addition, you may extend your lease by taking on special assignments in your residence hall. A special assignment is approximately 26 hours of work time per semester. Special assignments are varied and range from being a dorm speaker, to assisting foreign students, to taking out trash, sweeping paths, etc. For each special assignment completed, you will receive an additional semester of residence time, which may be extended upon request.

Start/end of contract

Rental contracts generally begin and end at the beginning and end of the administrative semester of the respective university. Heidelberg: 01 April - 30 September and 01 October - 31 March; Heilbronn: 01 March - 31 August and 01 September - 28/29 February. A different start date is only possible if rooms are available at the desired time. Please note this explicitly in your application.

An early end of the rental contract is only possible if the room can be re-rented.

Subletting

You may sublet your dormitory room for a maximum of one semester or 6 consecutive months. Written permission from the Studierendennwerk is required for this. Otherwise the subtenancy is illegal and you risk the immediate housing contract termination without notice.

During the lecture period, subletting is only permitted to persons who are authorized to live in the dormitory according to § 1 of [the terms of use](#) (*Benutzungsordnung*). During the non-lecture period, you may also sublet to another group of persons (e.g. interns, visiting scholars, etc.)

The subletting must be for study-related reasons. As the main tenant, you are liable for any damages your subtenant may cause and you are liable for all rent payments during your subtenancy.

The keys are handed over directly between the main tenant and the subtenant. Do not return the keys to the janitor!

We advise you to sign a written lease agreement with your subtenant.

You can find an application for subletting [here](#).

Vacation rentals

see subletting

Washing machines

Washing machines and dryers are available in all houses. Payment is cashless either with the student ID or with the Campus Card.

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