



Hochschule für den
öffentlichen Dienst
in Bayern

Fachbereich
Allgemeine Innere Verwaltung

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	HOCHSCHULE FÜR DEN ÖFFENTLICHEN DIENST IN BAYERN University of Applied Sciences for Public Service in Bavaria (HföD)
Erasmus Code	D MUNCHEN08
Profile	<p>The University of Applied Sciences for Public Service in Bavaria (HföD) is an internal university of Bavarian Administration. And it is the only one in Bavaria.</p> <p>The HföD offers a three-year graduate programme in public administration for both state and municipal civil service. After having successfully graduated HföD 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 HföD offers further education seminars for experienced public state officials in subjects like management, business affairs and personnel management. Thus graduates of the HföD 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

	<ul style="list-style-type: none"> - Polizei: Fürstfeldbruck - Finanzwesen: Herrsching - Sozialverwaltung: Wasserburg - Archiv- und Bibliothekswesen: München - Rechtspflege: Starnberg <p>The central administration of the university is in Munich (München).</p>
University President	Präsident Dr. Wernher Braun Mail: poststelle@hfoed.bayern.de
Head of International Relations	Karl Georg Haubelt Responsible for International Relations and ERASMUS-Coordinator Mail: karlgeorg.haubelt@aiv.hfoed.de +49 9281 409 267
International Relations Office	Simone Hohberger Secretary Mail: international@aiv.hfoed.de +49 9281 409 103
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Address	Hochschule für den öffentlichen Dienst in Bayern Fachbereich Allgemeine Innere Verwaltung Auslandsamt Wirthstr. 51 95028 Hof Germany
Language of Instruction	The courses are regularly taught in German. Exchange students must have a good level of German (Minimum B1).
Accommodation, Insurance	http://www.aiv.hfoed.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 informations by Mr Franz Jakob (franz.jakob@aiv.hfoed.de).
Exchange Application Deadlines	30 th June and 30 th November
Health Insurance	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.
Application Procedure	Students must download the application form on our website (http://www.aiv.hfoed.de/en/international/download-for-foreign-studies.html) and send the documents as pdf before the application deadlines to the following address: karlgeorg.haubelt@aiv.hfoed.de 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.