How to apply online for housing in one of the student dormitories
The Office of International Affairs would like to facilitate the online application for visiting program students and students of the International Master’s Programs. Please follow the steps according to our instructions:

1) You'll find the application form here:

https://www.studierendenwerk-stuttgart.de/en/onlinebewerbung-wohnen

2) You are required to select Vaihingen Campus (“Stuttgart-Vaihingen”) no matter where you actually would like to stay.

3) Select the type of housing.
   *Singleroom* means single room in a hallway with up to 10 rooms (“Einzelzimmer”).
   *Flatroom* means single room in a community of 3 to 5 rooms (“WG-Zimmer”).
4) Select the dormitory you would prefer to live in.

Please note, there is no guarantee that you will be allocated the dormitory you have chosen. Apartments are not available for you. You should select either “all single rooms in Vaihingen”, “all flat rooms in Vaihingen” or both options.

5) Select the University of Stuttgart:

6) Rental contract: Please select the desired semester and fill in the moving-in date.

Rental begin in September or March: use the option “in the current semester for...” and then the calendar function. You are expected to rent the room for 6 or 12 months (see step 7).

Rental begin in October or April: use the option “Wintersemester / Sommersemester – zum ... “. You are expected to rent the room for 5 or 11 months (see step 7).

7) Duration of your rental contract: Fill in the number of months (step 6)
8) Fill in your personal data:

- **Family name**
- **First name**
- **Date of birth**
- **Sex**

9) Fill in your family status (accommodation for couples or families is not available on campus for program students):

- **Family Status**
- **Name of marriage partner**
- **Number of children**

10) Fill in your citizenship:

- **Nationality**

11) It is very important that you fill in an e-mail address you check regularly because you will receive further information by e-mail:

- **E-mail address**
- **Repeat e-mail**

12) Data about study course - For “Program” please select from the given options the following program: “**Overseas**”

- **Number of terms**: Please fill in “1”.

13) Permanent home address and your address during your present term:

- **Street home address**
- **ZIP/City Home address**
- **Home country**
- **Mobile phone**

- **Address (term time)**
  - **Street (term time)**
  - **ZIP/City (term time)**
  - **Country (term time)**
  - **Phone No (term time)**
14) Please attach a scan of your passport. Concerning the requested enrollment paper: You can either upload your certificate of enrolment or your letter of admission. If it is not available it can be handed in after your arrival in Stuttgart. The maximum size for each uploaded file is 500 KB.

15) For any comments use the “hints” field:

16) Enter the security code and select “I hereby confirm all information… is true”

17) Click on “Send” button

18) You will receive an email message from the Studierendenwerk Stuttgart similar to this one:

   Your application to the Student Services
   reply@studentenwerk-stuttgart.de

   Dear
   Thank you for your interest. We confirm the receipt of your Application. A revise of your application is possible before confirmation:
   revise application
   Please confirm your application using the following link:
   send confirmation
   Here again your application details:
   Personal data
   Name:
   First name:
   E-mail address:
   VERY IMPORTANT:
   CLICK HERE!

Don’t miss to confirm your application (“confirm application”) in order to complete the reservation for your dorm room. Any application that does not get confirmed by the applicant will be deleted again!
As a result you will receive this notice:

**Confirmation of your application for a room in a hall...**

Your application for a room in a hall of residence has already been confirmed and has been forwarded to the accommodation administration.

19) Several days later the Studierendenwerk is going to send you by email an interim notice (confirmation about the receipt of your application). In case of further correspondence with the Studierendenwerk Stuttgart or the International Office of the University of Stuttgart you should refer to the hirer ID (“Mieternummer”) which you can find in this interim notice.

20) The final booking confirmation comes as a so-called “Angebot (Offer)”. This consists of the following documents:

- details about the room, information what to bring with you at the move-in day, about the necessary deposit / prepayment of rent and the bank data of the Studierendenwerk Stuttgart for the transfer of the requested amount
- rental contract: to be sent back by postal mail (students from Europe) or by fax (non-European students).
- a form for the direct debit mandate: to be handed to the dorm’s caretaker immediately after you opened a personal checking account (“Girokonto”) in Stuttgart
- the terms of lease.

**Important:** After having received the “Angebot” you need to transfer the amount requested by the Studierendenwerk Stuttgart **immediately**. If the Studierendenwerk does not receive this money within the mentioned period, it will be assumed that you are not interested any longer in a dormitory room.

Details for moving-in will be sent to you after the Studierendenwerk received your money.

If you have any questions please contact:

wohnen@sw-stuttgart.de