



# Housing Guide

## Campus Eichstätt



KATHOLISCHE UNIVERSITÄT  
EICHSTÄTT-INGOLSTADT

# Step by Step to Housing

## Apartment hunting

Before your arrival in Eichstätt, you will have to find housing. On the next few slides, we will show you how and where to look.

## Moving in

You can usually move in on the 1<sup>st</sup> of each month. You make an appointment with your landlord for the handover of the keys.

## Moving out

Contact your landlord early with the day of your departure. The landlord takes back the keys and checks the apartment for damages.



## Contract

You conclude a rental agreement with your landlord. Perhaps, the landlord will also ask you to complete a form with your personal and financial information.

## Payments

The 1<sup>st</sup> rent and the rental deposit usually need to be paid before the start of the contract, and the monthly rent usually needs to be paid by the 1<sup>st</sup> of each month.



# „Everything is in German...”



You will find during your search for an apartment that many of the advertisements, forums, and documents are in German. If you do not yet have any or only limited knowledge of German, don't let this discourage you!

A helpful "survival tool" is [DeepL](#) – a free online translator known for providing high-quality translations. You can also use **AI-powered tools** like ChatGPT to translate and even help rephrase or summarize content quickly.

Most web browsers, such as Google Chrome or Microsoft Edge, offer **translation plug-ins** or built-in tools that automatically translate websites for you. These can be particularly useful when browsing German housing platforms.

And – don't forget – you can always turn to the **International Office** if you have any questions or need help!



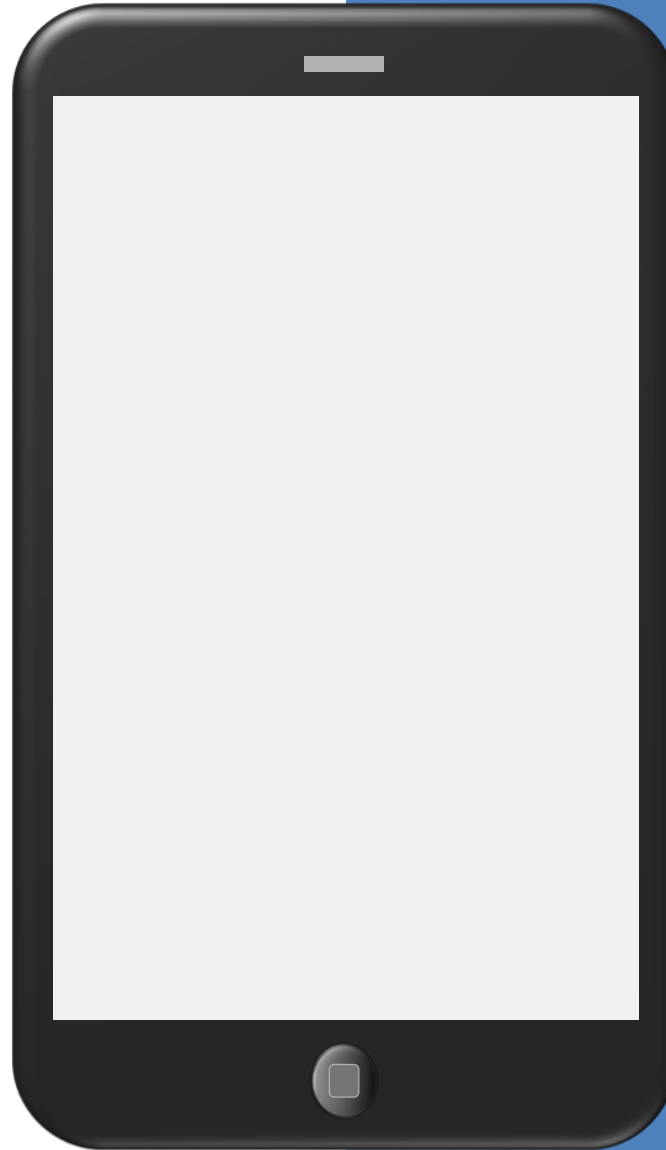


# Where to Look

List of websites and Facebook groups



# Online Housing Search Platforms



## [Immobilienscout24](#)

The no. 1 page for apartment offers. Many different apartments, but only a small offer of 1-room apartments.



## [Immowelt.de](#)

Similar platform. Many filter functions are available to narrow down the search for apartments.



## [WG-gesucht.de](#)

A platform where mainly shared apartments are offered. You will also find many apartments that are sublet for a short period of time by other students.



## [Kleinanzeigen](#)

An online platform where you can find rental offers, including private apartments and shared rooms.



## **Local newspapers**

You can also find apartments by browsing the ads in our local newspaper Eichstätter Kurier or online over [Donaukurier](#).

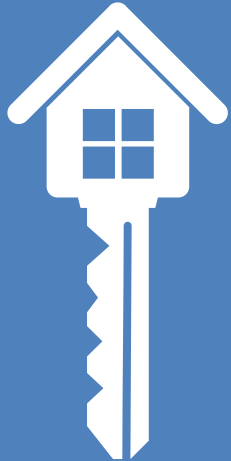


## [University list](#)

On the university's apartment list, you will find numerous private landlords looking for a new tenant.

# Private Student Dormitories

The private dormitories have a higher rent than the public ones, but the chances of finding an apartment are much higher, too.



## [Studentenwohnanlage Spitalstadt“ \(18 spots\)](#)

Apartments for 2-3 students, near the train station and town center

## [Wohnanlage Aumühle“ \(38 spots\)](#)

Single rooms and flatshares next to the Main Library

## [Residence Spindelta 13 \(20 spots\)](#)

Near the Main Library

Residence Pedettstraße 26 (9 spots), in the town center

Contact: [daniel.spiegl@spiegl-immo.de](mailto:daniel.spiegl@spiegl-immo.de)

Residence Turmgasse 7 (13 spots), in the town center

Contact: [tg7@web.de](mailto:tg7@web.de)

Residence Pfahlstraße 18 (12 spots), in the town center

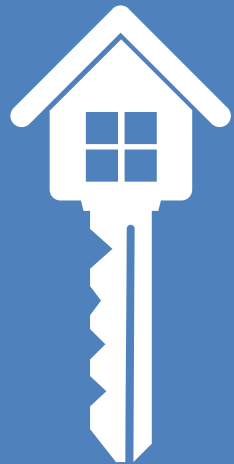
Contact: [ibromhausverwaltung@gmail.com](mailto:ibromhausverwaltung@gmail.com)

Residence Freiwasser 5-7 and Gundekarstraße 12-22

Contact: [info@hausverwaltung-bernhofer.de](mailto:info@hausverwaltung-bernhofer.de)

# Public Student Dormitories

The public dormitories have the lowest rent, but also the highest number of applicants. Therefore, it is very difficult to find an apartment there.



## [St. Gundekar-Werk](#)

Provider of various student residences in Eichstätt

The rooms and apartments are basic, furnished, and partly have their separate bathroom and a kitchenette. They have an average size of 10 – 22 m<sup>2</sup> and cost about € 200-285 per month. Minimum rental period: 12 months

# Facebook Groups

On social media platforms, you can also find many housing offers published by private landlords and other students who, for example, go abroad for a semester themselves and are looking for a student who will live in their furnished apartment for a while.

The advantage: the rooms are often more affordable and less complicated to get than in larger student residences.

So, keep your eyes open!



## Eichstätter WOHNUNGSANZEIGEN

<https://www.facebook.com/groups/482309275184141/>

Wohnung Haus Miete Kauf Eichstätt Dollnstein Kipfenberg  
Weißenburg usw.:

<https://www.facebook.com/groups/476731172507474/>







# Cover Letter

How to reply to ads



## The following information should be included in your reply to an advertisement:

- ✓ Household size (e.g. Do you want to move in alone or with a friend?)
- ✓ Professional activity (e.g. “I will be an exchange student at the KU”)
- ✓ Your age
- ✓ How long you would like to rent
- ✓ Contact details (address, telephone number, e-mail address)
- ✓ Possible attachments: Admission Letter, proof of creditworthiness/income/scholarship

### Your advertisement [...] on website [...]

Dear [name of the person who posted the advertisement],

My name is [your name], and I am interested in the apartment you advertised on [platform/website name]. I am an exchange student from [your country] and will be studying at the Catholic University of Eichstätt-Ingolstadt for [e.g., 6 months], from [e.g., 1 October] to [e.g., 28 February].

I am quiet, friendly, and reliable. I always pay my rent on time and will also submit any required documents on time. I will be renting the apartment alone and have no pets or car. I am primarily in Germany to get to know the culture and the country. So, I will often be on the road on weekends.

During my exchange semester in Ingolstadt, a local student (my so-called “Buddy”) will help me move in and out, as well as in case of any language barriers. The International Office of the Catholic University of Eichstätt-Ingolstadt will also be available in case of any questions and to assist with communication.

If you have any questions, please do not hesitate to call or e-mail me at [your phone number] and [your e-mail address].

Thank you for your time, and I look forward to your reply.

Best regards,  
[your name]

# Sample Cover Letter

This sample letter shows you how your reply to an advertisement should be structured and what information it should contain.

**If possible, do not hesitate to reach out in German (if it's with the help of a translator, mention your limited German skills). Some landlords do not speak English (well) and would, therefore, be more comfortable with German.**



Rental Contract

# Rental Contract



Often, rental contracts have to be concluded for a **minimum duration of 6 months**.

The rent is **usually quoted as “kalt” (cold)** and there are other costs that need to be paid for. These include heating, water, electricity, and internet. The rental contract also states these costs as “Nebenkosten” (additional fees) or is quoted as “warm” when the additional fees are included.

In addition, it is very likely that a **deposit** has to be paid to the landlord. This usually amounts to 1 – 2 “cold” rents. The deposit serves as a security for the landlord if the rent is not paid or if damage is caused to the apartment.

If you live on your own, you must pay the German TV/radio/internet contribution of **€ 18.36 per month** (subject to change). If you live in a shared flat, you and your flatmates can share this fee equally.





# Handover Protocol



# Handover Protocol



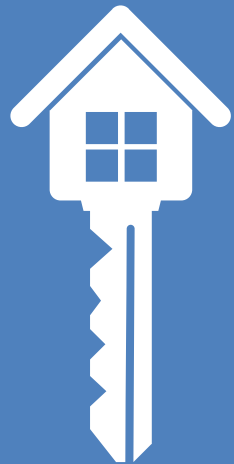
In case the landlord does not use a handover protocol himself, we highly recommend using the sample handover protocol you will find in the ZIP file you have received.

The protocol should be completed and signed by you and the landlord when you move into and out of your apartment.

The protocol works as proof of the actual state of the apartment when it was handed over, which is very important in case the landlord claims later on that you caused damage to the apartment which you did not.



If you have any  
questions,  
do not hesitate  
to contact us!



### **International Office**

Katholische Universität Eichstätt-Ingolstadt

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Degree-seeking Students: [welcome@ku.de](mailto:welcome@ku.de)

Exchange Students: [incoming@ku.de](mailto:incoming@ku.de)



[https://www.instagram.com/io\\_ku/](https://www.instagram.com/io_ku/)



<https://www.facebook.com/KUIInternational/>



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