



# Housing Guide



KATHOLISCHE UNIVERSITÄT  
EICHSTÄTT-INGOLSTADT



# Step by Step to Housing

## Apartment hunting

Before your arrival in Ingolstadt, 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> or 15<sup>th</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 on your search for an apartment that many of the ads, forums and documents are in German. If you do not yet have any or only little knowledge of German, don't let this put you off!

A good „survival tool“ is [DeepL](#) – a free online translator that delivers good translations!

Most browser providers also offer **translation plug-ins** that automatically translate websites for you.

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

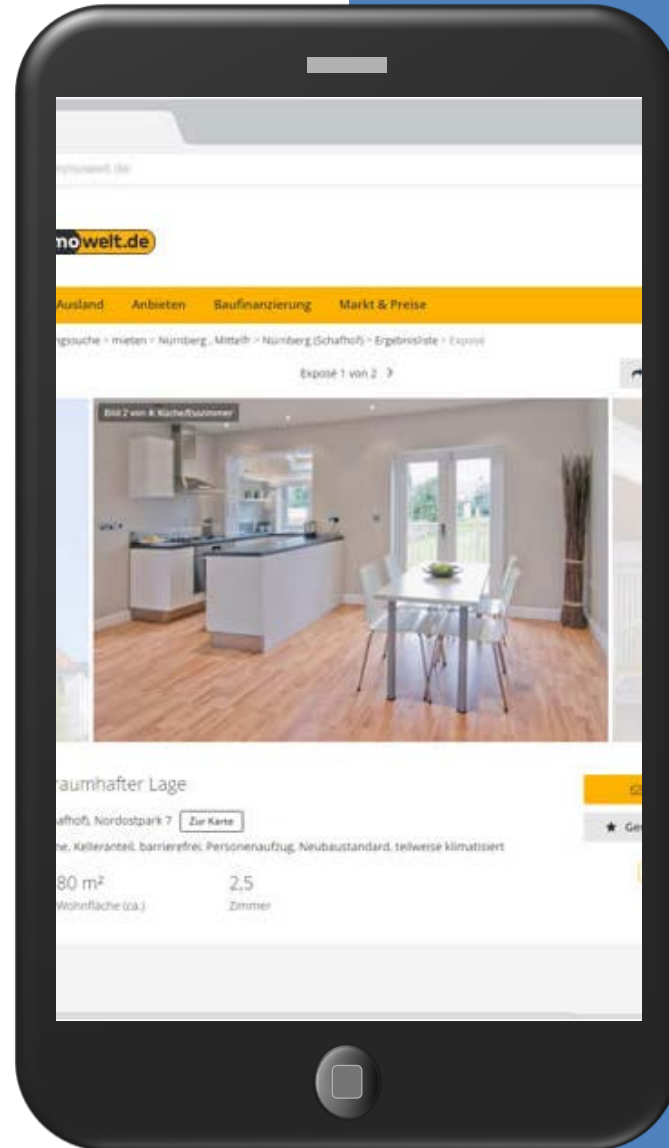




# Where to Look

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.



## **Local newspapers**

You can also find apartments by browsing the ads in our local newspapers [Donaukurier](#) und [IZ](#).

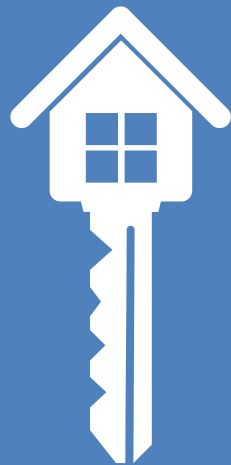


## [University list](#)

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.



## Uni Apart

### Provider of various student residences in Ingolstadt

Furnished apartments that have their own bathroom, kitchenette and balcony. The dormitories often include a fitness room and a laundry room. The apartments have an average size of 21 – 34 qm and cost about € 480 per month.



## URBAN.IN

### Brand new dormitory

The furnished apartments have their own bathroom and kitchenette. Average size 20 – 46 qm, approx. € 500 per month. The dormitory includes a sports field on the roof, a fitness room, a laundry room and a library. Website and contracts in English.



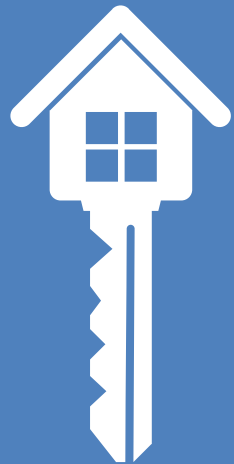
## Student Aparts West

### Single apartments and shared flats

Furnished apartments with own bathroom and kitchenette. Average size 22 – 39 qm for single and 10 – 28 qm for shared flats. The apartments cost between € 330 – 600 per month – depending on the apartment type.

# 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 Ingolstadt

The apartments are basic, furnished and have their own bathroom and a kitchenette. They have an average size of 21 – 22 qm and cost about € 310 per month.

## Studentenwerk

Provider of various student residences in Ingolstadt

The apartments are furnished, have their own bathroom and a kitchenette. They have an average size of 17 – 27 qm and cost about € 260 – 330 per month – depending on the dormitory.

## Katholische Canisiusstiftung

Provider of various student residences in Ingolstadt

The apartments are furnished, have their own bathroom and a kitchenette. They have an average size of 21 – 22 qm and cost about € 300 per month.



# Privat Landlords

- [ERL Immobiliengruppe](#): Friedrich-Ebert-Str. 90, 85055 Ingolstadt
- [Have-a-Home-in-Ingolstadt](#): various locations in Ingolstadt
- Conterra Bauträger GmbH: contact via e-mail to [paffen@conterra-bautrager.de](mailto:paffen@conterra-bautrager.de), located in the inner city
- [M60 Moderne](#): Maria-Ward-Str. 9, 85051 Ingolstadt
- [RH Hausverwaltung e.K.](#)., Tel.: 0841/9310126, [gerbergasse3@studentenapartments.de](mailto:gerbergasse3@studentenapartments.de)
- [„Uni Apart“](#): Tel.: 0841/4915710, E-Mail: [info@uniapart.de](mailto:info@uniapart.de)
- Studentenwohnheim Proviantstraße: contact via mail to Josef Beyer, Buxheimer Weg 9, 85057 Ingolstadt
- [Studentenapartments im Fellermerhaus](#), [info@fellermerhaus.de](mailto:info@fellermerhaus.de)





# Privat Landlords

- Studiosi: [info@studiosi.eu](mailto:info@studiosi.eu)
- Altstadt: Tel.: 0841/1260129, E-Mail: [gebauer@altstadt.org](mailto:gebauer@altstadt.org)
- Student-Apart's-West, Tel. 0841/99366828 oder 0841/97064061, Handy 01731/696275, [info@student-aparts-west.de](mailto:info@student-aparts-west.de)
- Studentenwohnheime Goethestraße und Friedhofstraße, Immobilien Silke Schwaiger, Tel.: +49 (0) 160/5293269, E-Mail: [schwaiger-silke@gmx.de](mailto:schwaiger-silke@gmx.de),
- 13 WG-Zimmer in insg. 3 WGs sowie 2 Miniapartments, Tel.: +49 (0) 151-58476198, E-Mail: [julian.hagedorn@vvg-vertrieb.de](mailto:julian.hagedorn@vvg-vertrieb.de)
- Studentenwohnheim "URBAN.IN Ingolstadt", Tel.: +49 (0) 7361-9412560, E-Mail: [info@i-live-ingolstadt.de](mailto:info@i-live-ingolstadt.de)



# 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!



**WFI Ingolstadt: Mieten, Kaufen, Wohnen:**

<https://www.facebook.com/groups/156568527866755/>

**Wohnungen in Ingolstadt -provisionsfrei-**

<https://www.facebook.com/groups/346348048773503/>

**WG & Wohnung Ingolstadt gesucht**

<https://www.facebook.com/groups/1689440534613233/>





# 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 WFI”)
- ✓ 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 page [...]

Dear [name of person who posted the advertisement],

My name is [your name] and I would like to rent the apartment you advertised on [name of the website].

I am an exchange student from [e.g. Mexico] and I will do a semester at the Catholic University of Eichstätt-Ingolstadt (WFI Ingolstadt). Therefore, I am looking for an apartment for the period of [e.g. 6] months, from [e.g. 1 October] until [e.g. 28 February].

I am quiet, friendly and reliable. I always pay my rent on time and will also submit any required documents in time. I will move into the apartment alone and have neither pets nor a 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 moving 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.

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 very much for considering my application. I look forward to hearing from you!

Sincerely,  
[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 you speak German, don't hesitate to send out a letter in German! Some landlords do not speak English (well) and would, therefore, be more comfortable with German.**



Rental Contract

# Rental Contract

In the ZIP file you have received, you will find a sample rental contract in English!  
Ask your landlord whether he would accept concluding this contract with you.



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

The rent is **usually quoted “cold”** and there are other costs that need to be paid for. These include heating, water, electricity and internet. These costs are also stated in the rental contract as “Nebenkosten” (additional costs).

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 in your own apartment, you will be required to pay the German TV/radio/internet contribution of **€ 17.50 per month** (subject to change). If you live in a shared flat, you and your flat mates 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.

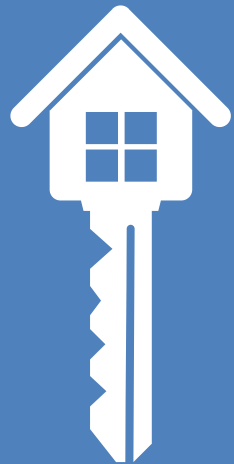
The protocol should be completed and signed by you and the landlord when you move into and out of your apartment.

The protocol works as a 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!



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