



Learning and living on Campus



Hearing connects people



This holds particularly true for the Academy for Hearing Acoustics, first European professional Academy for Hearing Acoustics recognized by the Association Européenne des Audioprothésistes. Over 95 % of the hearing aid professionals from all over Germany come to study at the Luebeck Academy. Most of them return, after having completed their apprenticeship, for further education and training and remain connected with the Academy. However, the first steps they all take here as apprentices in their first year of vocational training.

The apprentices come to Luebeck two or three times a year for 4–5 weeks, to do their training at the National Vocational School for Hearing Aid Professionals or to attend the industry-wide training at the Academy. The Federal Vocational School and the Academy for Hearing Acoustics are located in one building. They form the “Hearing Acoustics Campus”. In order to coordinate the learning venues of the vocational training and the industry-wide training, a special cooperation model was developed.

The forward-looking dual concept of vocational training, our state-of-the-art technical equipment as well as the interdisciplinary working methods enjoy an excellent reputation worldwide.

The hearing acoustics craft has one of the highest training quotas nationwide and the numbers of apprentices continue to grow. Moreover, numerous international guests visit the Academy every year to learn about the current status of the hearing aid professional training.

Anyone who visited us once, likes to come back.

The combination of learning, working and living on the modern 23.000 square meter Campus Hearing Acoustics creates a unique atmosphere which embraces the new apprentices right from the start.

Learning and living on Campus

The Academy is like a second home to apprentices from all of Germany during their vocational training. During their training units, the apprentices live in modern rooms directly on campus, which is located in the university district of the Hanseatic city, or in the surrounding area. All boarding houses are equipped with complimentary wifi.

The single, double or triple bedrooms come with TV and telephone. Linen and towels are included in the room rate. Washing machines and dryers are available at a small fee. Furthermore, three internet stations can be used free of charge.



Contact persons

There are pedagogically trained contact persons available for the apprentices in the afternoons, evenings and on the weekends. For emergencies during the night there is an on-call duty service in all buildings. And in case of personal problems, the teachers of the National Vocational School are also available for talks and counselling. For security reasons the premises are under video surveillance and special precautions were taken for minors.

Meals

Our guests may choose between full board (breakfast, lunch and dinner) or half board (breakfast, lunch).

For lunch, we offer four different menus – including one vegetarian option –, which consist of a soup, main course, selection of salad and dessert. Various fruit juice drinks as well as water from beverage dispensers are provided to quench one's thirst.

Furthermore, coffee and snacks are available at the cafeteria and at vending machines. On Sundays and holidays the cafeteria offers a brunch buffet between 10 a.m. – 12 p.m.



Learning

Focus is placed on education and learning.

The apprentices can use class rooms in the afternoon for study groups or to work on projects. In addition to the classes offered at the National Vocational School, respectively the industry-wide training, which usually end around 3:00 p.m. or 5:15 p.m., various additional offers are available in the late afternoon or evenings:

Supplementary Audiology or Otoplastic training

Whoever feels the need for additional training or practice in these fields, may join the afternoon classes at a small fee. Many times, the training companies contribute financially.

How to handle the audiometers and measuring equipment

Before the intermediate or journeyman examination, we offer free briefings on how to handle the audiometers and measuring equipment, so the apprentices are familiar with the type of measuring systems used in the examinations.

First aid course

The Academy offers First Aid courses (first aid and emergency response measures) in the afternoon. Course fees will be covered by the relevant trade associations.

Sign language

Upon request, afternoon sign language classes will be held regularly.



Tutoring

In consultation with the responsible teachers, tutoring will be offered in the afternoons, for example for mathematics.

Private tutoring lessons

And whoever particularly struggles to keep up with the classes, is given the opportunity to take private tutoring lessons on site, offered for an appropriate fee by students of the Master Craftsmen courses or students of the course of study at the University of Applied Sciences (all of the qualified hearing aid professionals).

Sport courses

In addition to the mandatory PE classes, which take place once a week in the afternoon, the apprentices can join university sport courses at the Luebeck University. There is a choice of approx. 20 different sport courses available at a small fee.

Leisure activities

Our leisure activity team offers all kinds of options for the evenings. Joint activities bring the apprentices together and create a common bond which is rarely found in other professions. A sightseeing tour through Luebeck's historic center is of course also part of the welcome program for all first year apprentices.

It is also easy to get around Luebeck by bike. For this reason the school's association makes bicycles available to students for free – if they are club members. The annual membership fee of 12,- € also includes many other benefits and discounts.

Work and learn, where others spend their holidays.

Luebeck counts among the top destinations in the tourism state of Schleswig-Holstein. The liberal-minded Hanse town with its charming historic city center and its manifold leisure activities is an ideal location for hearing aid professionals but also for the many students of the university, the University of Applied Sciences and the Luebeck Music College. The Baltic Sea with many bigger and smaller seaside resorts as well as the region known as "Holstein Switzerland" are also just a stone throw away.

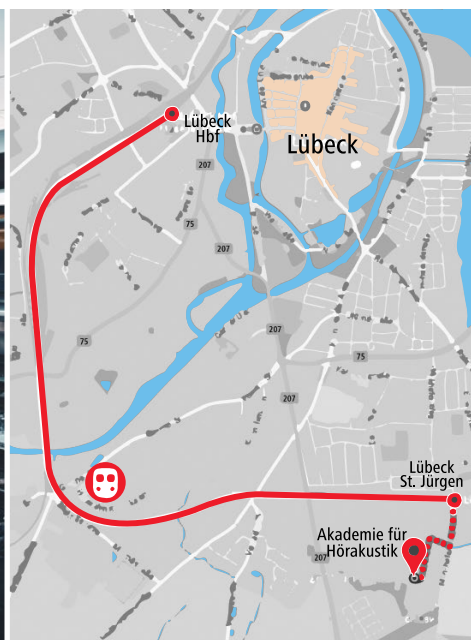


Getting there

No matter if you come by car, train or arrive by plane at the nearby Luebeck airport, all roads lead to Luebeck.

Travelling by train, you can either go until Lübeck Hauptbahnhof (main station) and continue on by bus or taxi (ca. € 14,-). In direct vicinity of the Academy, there is also the train station "Lübeck St. Jürgen". Coming from direction Bad Kleinen/Schwerin, you should get off one stop before Lübeck Hauptbahnhof. From there it takes approximately 6 minutes by foot to the Academy and the National Vocational School. Travelling from direction Kiel, you can go straight to the "Lübeck St. Jürgen" station.

If you are coming from the south (direction Hamburg), you change at Lübeck Hauptbahnhof to the Regionalexpress to Bad Kleinen and reach "Lübeck St. Jürgen" in approx. 7 minutes. So make sure to buy a ticket to "Lübeck St. Jürgen" right away. Trains run at "Lübeck St. Jürgen" every hour. In only 64 minutes (change of trains included), you will reach Hamburg Hauptbahnhof (main station) and from there you have connection to all long-distance trains.



Grants

Travel, lodging and catering grants vary according to the regulations of the relevant federal state the students come from. Applications can usually be submitted to the Federal States, communities, regional administration, local education authorities or other official institutions. For most cases leaflets and application forms are available which will be handed out by the National Vocational School upon completion of the course. Otherwise we recommend to inquire with your relevant home administration with presentation of the boarding home invoice.

The federal states Bremen, Lower-Saxony, North Rhine-Westphalia and Saxony-Anhalt do not offer any grants. The federal state of Saxony only contributes to the costs if the applicant does not have a university entry level degree (Abitur). In individual cases it may make sense to check if the student can apply for an education allowance (earnings related). The Agentur für Arbeit will provide additional information on this.

Any other questions on the lodging?

Should you have questions regarding your accommodation, kindly contact our Service Center team:

phone: 0451/50 29 - 120

fax: 0451/50 29 - 109

email: info@afh-luebeck.de

or the boarding home and leisure activity team:

phone: 0451/50 29 - 121 (as of 3 p.m.)

Please note

Rooms will only be allocated together with a registration for catering. All rooms are non-smoking.

Register with the form which is attached to the invitation to attend the vocational training or the industry-wide training.



Boarding home rules

for the boarding homes of the Academy for Hearing Acoustics, facilities of the Federal Guild of Hearing Aid Professionals public law corporation (KdÖR), seat Mainz

1. Scope

- The boarding home rules apply to all boarding homes of the Academy for Hearing Acoustics. The boarding homes are student residents linked to the school according to § 125 (4) education act Schleswig-Holstein.
- The boarding home rules apply on weekends, too.

2. Arrival – Departure

- For organizational reasons students must arrive between 4 p.m.- 7 p.m. on the day before the first day of class.
- In case there are compelling reasons which make it impossible to arrive during this time, we ask for prior notification during our office times (Tel. 0451/50 29 - 120, Monday through Thursday from 07:15 a.m. to 06 p.m. and Friday from 07:15 a.m. to 3 p.m.)
- Arrival and departure is in your own responsibility. In the case of minors, it is the responsibility of the parents or legal guardian.
- Cases of illness or accidents have to be reported immediately to the teacher in charge and the service centre. In the case of illness, minors are permitted to leave for home only with the permission of the parents or the legal guardian.
- A security deposit in the amount of 20,00 Euro will be charged before hand-over of the room. This amount will be returned upon departure if the room was left in proper condition without any damages.
- Students are asked to vacate the room by 07:30 a.m. on the day of departure, as the housekeeping services need to prepare the rooms for the next arrival. You will receive further information about the exact procedure on the day of departure (e.g. where to leave your luggage) via notice board.

3. Rooms

- The boarding home administration will try to accommodate the requests made with the application in as far as the allocation of rooms is concerned, however there is no guarantee that all requests can be granted. A change of rooms is only allowed with prior explicit approval of the boarding home administration.
- Damages to the room and/or the furnishing, which are detected when moving in, are to be reported immediately to the service centre. When detected and/

or reported later on, it is to be assumed that the resident caused the damage and will be charged accordingly. In case of lost room keys, you will be charged.

- Smoking, open fire, the use of heating stoves, immersion heaters, candles as well as the use of sandwich toasters, hobs, baking ovens or pizza ovens, microwaves or similar equipment is not permitted in rooms.
- Inventory and equipment (e.g. bedding) may not be removed from the rooms. It is not allowed to put up posters or other decorative items on the walls. Please use only the provided pin boards.
- Repair costs for damages or necessary special cleaning services will be charged to you. This applies especially for smoking or cooking in the room.
- Drying of laundry is not permitted in the room.
- Keeping fuel or acids in the boarding homes is strictly forbidden.
- Notify the Academy's service centre team immediately in case of special incidents, damages and need for repairs. In urgent cases, there is a night shift on standby between the hours of 8 p.m. to 6 a.m. in the facilities.
- Store any valuable items in the closets and keep these locked. The Academy for Hearing Acoustics will not assume any liability for lost property. In your own interest, we recommend to lock your room when leaving.
- Leave your rooms in the morning in a condition which allows proper cleaning. Only surfaces which are readily accessible will be cleaned. On campus and in all residential buildings waste will be separated. We kindly ask you to respect and support our environmental efforts.

4. Leisure, responsibility, consideration and night's rest

- All residents of the boarding homes are expected to behave in a way that they do not disturb or bother others. Keep the volume of music and the TV at an agreeable level. Respect the requests of other students for quiet time for studying. Keep the peace at night.
- Night hours start at 10 p.m. Minors have a curfew of 10 p.m. and must be in their dormitories by then. Exceptions must be confirmed in writing by parents or legal guardians. Minors must notify the service centre (building A) of their absence in any case,

even if they have a written permission by their parents or legal guardians following paragraph 2 of these rules.

Outside business hours of the service centre, residents must register, respectively deregister at the boarding home-supervision (building F).

In case of an absence for longer than 8 hours – especially on the weekends – the approximate duration and the place of residence outside of the boarding homes must be handed in, as well as a reachable telephone number.

- In case of disturbances of a harmonious social life, nightly disruptions, vandalism etc. students may be expelled from the boarding homes. The residents of the boarding rooms are responsible for the order in their rooms.
- Consumption of alcoholic beverages is not permitted on campus or any of the boarding home buildings. In case of violation, students will be immediately expelled.
- Consumption or trade of illegal substances as well as animating other apprentices to consume drugs is strictly prohibited in all boarding home facilities. Disregard of these rules will lead to immediate expulsion and a report to the police.
- Smoking on campus is only allowed in designated smoking areas.
- It is not allowed to bring any kind of weapons.
- In case of non-compliance with the boarding home rules, the administration reserves the right to inform the training company and in case of minors also the parents or legal guardians.

5. Security measures

- We ask you to familiarize yourself with the notices on security procedures for emergencies and what to do in case of fire. The fire regulations of the Academy and the National Vocational School for Hearing Aid Professionals apply. We point out specifically that burning candles are not allowed.
- Rooms and hallways of the boarding homes are equipped with smoke detectors which will trigger a fire alarm to the fire department in case of smoke development. Unfounded triggering of the fire alarm will be entail heavy fines by the fire department. Currently the cost of calling out the fire brigade is at 650,- Euro. This amount will be charged to the perpetrator.
- Non-residents are generally not allowed to enter the boarding homes. Exceptions can only be made with prior approval of the boarding home administration. Guests have to leave the boarding homes before 10 p.m.

- The outside doors of the boarding homes must be kept self-locking in the evenings and during the night, to ensure that non-residents cannot enter the buildings. Parts of the buildings are under video surveillance. This measure is coordinated with the data protection authority.

6. Contacts for emergency

In the case of an emergency please contact:

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|-----------------------------|------------------|
| Campus: | 0451/50 29 - 121 |
| Boardinghouse I: | 0451/31 70 00 50 |
| Boardinghouse II: | 0451/58 55 74 10 |
| Ausbildungspark Blankensee: | 0160/90 54 60 10 |
| Service center: | 0451/50 29 - 120 |

7. Miscellaneous

- On campus trade by the apprentices is not permitted.
- Park your car in designated parking areas with a valid parking pass of the Academy of Hearing Acoustics. Emergency access roads and walkways may not be blocked, otherwise we will be forced to have your car towed at your expense.

8. Acknowledgment of the boarding home rules

- Grave lack of respect of the rules as well as the instructions of the administration/supervision can lead to expulsion from the boarding homes.
- With your move into the boarding homes of the Academy for Hearing Acoustics you acknowledge the boarding home rules.

Luebeck, May 2017



Jakob Stephan Baschab
Managing Director

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