

# Important Information for ERASMUS-students concerning the Online Learning Agreement (OLA)



Before you start the Online Learning Agreement-process in the OLA-plattform, please wait for your **admission letter** from HFU.  
In your admission letter you can find the **faculty** you are admitted in.

Each faculty has a **faculty coordinator** or several **regional coordinators** (HFU Business school).  
The faculty coordinators (or regional coordinators) are the academic coordinators „**responsible for signing the learning agreement**“.  
Please see the names in the list below (2. Responsible Person).

When you start the OLA-process in the OLA-plattform please make sure you indicate the **correct person responsible for signing your OLA**.  
It is not the „contact person“ (see 1.) but the „**responsible person**“ (see 2.)

## 1. Contact person (= your contact in the International Center):

Depending on the campus you want to study, please chose the corresponding person of the following list:

Furtwangen Campus	<b>Julia Hennig</b> <a href="mailto:heju@hs-furtwangen.de">heju@hs-furtwangen.de</a>
Schwenningen Campus	<b>Petra Balasta</b> <a href="mailto:bal@hs-furtwangen.de">bal@hs-furtwangen.de</a>
Tuttlingen Campus	<b>Susann Schmidt</b> <a href="mailto:susc@hs-furtwangen.de">susc@hs-furtwangen.de</a>

## 2. Responsible Person (= academic coordinator responsible for signing the learning agreement)

Depending on the faculty you have been admitted for, please chose the corresponding person of the following list:

Faculty Coordinators (responsible for signing Learning Agreements)	
FURTWANGEN CAMPUS	
International Semester Furtwangen Campus	Prof. Dr. Achim Karduck <a href="mailto:ka@hs-furtwangen.de">ka@hs-furtwangen.de</a>
Computer Science (IN)	Prof. Dr. Achim Karduck <a href="mailto:ka@hs-furtwangen.de">ka@hs-furtwangen.de</a>
Digital Media (DM)	Prof. Dr. Norbert Schnell <a href="mailto:sor@hs-furtwangen.de">sor@hs-furtwangen.de</a>
Business Information Systems (WI)	Prof. Dr. Eduard Heindl <a href="mailto:hed@hs-furtwangen.de">hed@hs-furtwangen.de</a>
Business Administration and Engineering (WING)	INCOMINGS to HFU: Prof. Dr. Ulrich Kallmann <a href="mailto:kalu@hs-furtwangen.de">kalu@hs-furtwangen.de</a> OUTGOINGS from HFU: Prof. Lutz Leuendorf <a href="mailto:leu@hs-furtwangen.de">leu@hs-furtwangen.de</a>
Health, Safety, Society (GSG)	Applied Health Sciences (AGW), Safety and Security Engineering (SSB): Prof. Dr. Kirsten Steinhausen <a href="mailto:stek@hs-furtwangen.de">stek@hs-furtwangen.de</a> Physiotherapy (PT): Prof. Dr. Erwin Scherfer <a href="mailto:se@hs-furtwangen.de">se@hs-furtwangen.de</a>
Mechanical and Medical Engineering (MME)	Electrical Engineering (ELA), Smart Systems (SMA): Prof. Dr. Ekkehard Batzies <a href="mailto:batz@hs-furtwangen.de">batz@hs-furtwangen.de</a>

TUTTLINGEN CAMPUS	
Industrial Technologies (ITE)	Prof. Dr. Erwin Bürk <a href="mailto:be@hs-furtwangen.de">be@hs-furtwangen.de</a>
SCHWENNINGEN CAMPUS	
Medical and Life Sciences (MLS)	Prof. Dr. Ulrike Fasol <a href="mailto:fau@hs-furtwangen.de">fau@hs-furtwangen.de</a>
Mechanical and Medical Engineering (MME)	Prof. Dr. Rüdiger Kukral <a href="mailto:kuk@hs-furtwangen.de">kuk@hs-furtwangen.de</a>
HFU-Business School (W)	Regional Coordinators:
	France, Netherlands, Finland: Raphael Gilles <a href="mailto:gira@hs-furtwangen.de">gira@hs-furtwangen.de</a>
	China (incl. Macau, Taiwan): Li Fang-Heck <a href="mailto:fh@hs-furtwangen.de">fh@hs-furtwangen.de</a>
	Spanish-speaking countries, Austria, Turkey, Brazil: Alejandro Pastor <a href="mailto:paa@hs-furtwangen.de">paa@hs-furtwangen.de</a>
	Hungary, South Africa: Prof. Dr. Rütger Conzelmann <a href="mailto:cor@hs-furtwangen.de">cor@hs-furtwangen.de</a>
	Australia, Japan, New Zealand, Switzerland, Namibia: Prof. Dr. Michael Lederer <a href="mailto:led@hs-furtwangen.de">led@hs-furtwangen.de</a>
	UK: Prof. Dr. Paul Taylor <a href="mailto:tay@hs-furtwangen.de">tay@hs-furtwangen.de</a>
	USA, Canada: Prof. Dr. Melanie Seemann <a href="mailto:seme@hs-furtwangen.de">seme@hs-furtwangen.de</a>
	Korea, and any other country not mentioned above Prof. Dr. Frank Kramer <a href="mailto:krf@hs-furtwangen.de">krf@hs-furtwangen.de</a>