PIASTA Welcome Week

To-Dos for New Students
Information brochure: [https://www.uni-hamburg.de/piasta/piasta-to-dos.pdf](https://www.uni-hamburg.de/piasta/piasta-to-dos.pdf)

**To-Dos for New Students**

**To-dos in Hamburg**
- Found accommodation?
- Registered in Hamburg?
- Opened a bank account?
- Covered by health insurance?
- Applied for a residence permit?

**To-dos at the University**
- Enrolled?
- Got your semester documents?
- IDs and supporting documents ready to go?
- Noted first-semester events and dates?
- Informed about planning and starting your studies?
- Up-to-date about COVID-19 regulations?
To-dos in Hamburg
Accommodation found!

- Where can I live?

- Room in a dormitory run by Studierendenwerk or another organization
- Apartment rented by housing companies or individuals
- Room in a shared apartment
Residence halls

- Studierendenwerk Hamburg has 26 dormitories with a total of 4,400 beds.
- Furnished room costs approx. €245 to €415 per month + security deposit of 400€.
- Your own room (10–13 m²), shared kitchen, common room, and bathroom
- For students younger than 35

- Submitting an application for all residence halls will increase your chances.
- Rooms are very popular → Waiting times
- Fill out an online application form www.studierendenwerk-hamburg.de (Erasmus students need an Erasmus application form!) → “Wohnen für Studierende und Auszubildende” (housing for students and trainees)
- The website also has an overview of student residences run by other providers with an additional 1,600 beds (apply directly to each individual residence hall).
A room in a shared apartment or an apartment

- A lot of students live in shared apartments.

- Good possibility to get a room at short notice: subletting (Zwischenmiete)

- Apartments rented by individuals or housing companies

- [www.saga.hamburg](http://www.saga.hamburg) → “Wohnungssuche aufgeben” (find an apartment)

- Renting from an individual: make sure there is a written rental agreement as well as a handover certificate that describes the condition of the apartment.

- Find a room in a shared apartment: Google, social networks, newspapers, and Internet housing exchanges.

- Tip: [www.wg-gesucht.de](http://www.wg-gesucht.de) → create a profile and then publish your own want ad (request).
Semester start is looming and you still haven’t found a room?

<table>
<thead>
<tr>
<th>Studierendenwerk (Central Short-Term Rental Office)</th>
<th>Youth Hostels</th>
<th>Hamburg Tourist Information</th>
</tr>
</thead>
</table>
| • Tel: +49 40 41902-287  
  • Email: Kurzzeitvermietung@studierendenwerk-hamburg.de  
  • www.studierendenwerk-hamburg.de/beratung/beratungszentrum-wohnen-bewo | • www.jugendherberge.de | • www.hamburg-tourism.de |
What costs do I have to cover?

- Basic rent (Kaltmiete) + incidental expenses (Nebenkosten)
  - Running costs (e.g., garbage collection and janitor)
  - Heating (may be included in rent or may be payable directly to gas provider)
  - Electricity and gas
  - Security deposit (max. three basic rents)
  - Telephone and Internet
  - State TV and radio license fees (mandatory fees for every apartment: €17.50 per month)
    - [www.rundfunkbeitrag.de](http://www.rundfunkbeitrag.de)
    - ➔ “Informationen für Bürgerinnen und Bürger” ➔ “Studierende, Azubis und Schüler”

Please note: Never transfer money in advance before having signed a contract!
Registered in Hamburg!

- **Important:** Make an appointment well in advance! (online)

- You must register or change your registration within two weeks (or at least make an appointment to do so).

- **Bring with you:** identification card or passport, completed registration form, and landlord’s confirmation -> [www.welcome.hamburg.de/formulare](http://www.welcome.hamburg.de/formulare)

- Fee: €12

- International students will need the registration certificate for lots of things (e.g., to open a bank account, extend your visa, and get a library card). You will receive this certificate when you register in Hamburg.
Make an appointment to register your address

For international students new to Hamburg:

– Hamburg Welcome Center’s municipal authority service
– www.welcome.hamburg.de/hwc
– Website with the contact form to make an appointment (for registering your address and/or applying for a residence permit): www.welcome.hamburg.de/hwc/14888952/aufenthalt

For all those new to Hamburg or who move within the city:

– Make an appointment online at a customer service center of your choice.
– www.hamburg.de/kundenzentrum
– Click “Termin im KUZ vereinbaren.”
  → Enter your contact details.
  → Select “Wohnsitz, Anmeldung als Hauptwohnsitz.”
  → Make an appointment.
Opened a bank account!

- Open a bank account at a bank in Hamburg or at an online bank.
- Usually free of charge for students, but not always with a free credit card.
- **Important for:** paying your rent, health insurance fees, and the semester contribution to the University.
- **What you will need:** passport or identification card, registration certificate, and proof of enrollment (from your STiNE account).
Covered by health insurance!

<table>
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<tr>
<th>German Students</th>
<th>Students from EU Countries</th>
<th>Students from Non-EU Countries</th>
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</table>
| • Are usually insured under their parents’ policies until the age of 25 | • Can keep their foreign health insurance if they have been issued a European Health Insurance Card (EHIC)  
  • The EHIC **does not** ensure free health services. Be sure to get accurate information! | • Foreign health insurance is often not recognized and travel insurance is not enough.  
  • You will need to take out German health insurance! |
Covered by health insurance in Germany!

- Students with **state health insurance** pay the standard basic fee plus an additional contribution depending upon provider.
  - Students under 30 years: approx. €110–115 monthly fee
  - Students 30 and over: approx. €205–210 monthly fee
  - List of statutory health insurance companies: [www.gkv-spitzenverband.de](http://www.gkv-spitzenverband.de) ➔ “Service” ➔ “Krankenkassenliste”

- Opting for **private health insurance coverage**: in most cases you will not be able to switch to state health insurance coverage during your studies! Private health insurance is usually necessary for international students 30 years and over. Make sure the plan you choose provides sufficient coverage. Seek advice from an independent adviser.
Applying

- In most cases, you can apply for insurance online and upload your documents.
- You will need a photo and your proof of enrollment.
- **Counselling Centre for Social and International Affairs — BeSI**
  - Advising by telephone and email as well as detailed information on health insurance:
  - Tel: +49 40 41902-155 (Mon, 12 noon–3 pm, Tue and Thu, 9:30 am–12 noon, and Wed, 1:30–3:30 pm)
  - email: besi@studierendenwerk-hamburg.de
  - [www.studierendenwerk-hamburg.de/beratung/beratungszentrum-soziales-internationales-besi](http://www.studierendenwerk-hamburg.de/beratung/beratungszentrum-soziales-internationales-besi)
Applied for a residence permit! — students from EU countries

- International students from EU countries do not need a visa.

- Registration certificate serves as proof that EU and EAA citizens have the right to reside and travel in Germany.

- However, family members from third countries must have a residence card from the immigration authorities (proof: family status, means to support themselves, and health insurance).
Applied for a residence permit! — students from non-EU countries

- **What:** Residence permit valid for max. 2 years; must be renewed regularly. Fee for the electronic residence permit: €110

- **Where?** At the Hamburg Welcome Center or at the immigration authorities in your district.

- **When?** Make your appointment right after you have received your entry visa. It can take several weeks or even months to get an appointment for a residence permit. Entry visas are usually valid for 3 months.
What you will need:

- Completed application form (available in many languages): -> www.welcome.hamburg.de/formulare
- Passport and biometric passport photo (max. 6 months old)
- Current registration certificate
- Proof of health insurance coverage
- Current proof of enrollment
- Proof of financing (bank deposit of €861 per month for the entire period of the residence permit or a monthly net income of more than €752) or submission of a declaration of commitment.
Points of Contact

- Hamburg Welcome Center for Professionals (HWC)
- Immigration Authorities in Your District
  - Make an appointment online for a residence permit: [https://serviceportal.hamburg.de/HamburgGateway/Service/Entry/AFM_Aufgen](https://serviceportal.hamburg.de/HamburgGateway/Service/Entry/AFM_Aufgen)
- Advising for international students at Universität Hamburg
  - Adviser: Katja Grannis
  - [international.student.support@uni-hamburg.de](mailto:international.student.support@uni-hamburg.de)
To-dos at the University
Enrolled!

1. Apply for enrollment online before the deadline
   - Link to the online enrollment application in the acceptance letter
   - **Important**: enrollment deadline and multiple documents

2. Provide proof of health insurance
   - Universität Hamburg requires confirmation of your health insurance status from a German public health insurance provider (GKV).
   - **Students with German public health insurance**: The provider must inform Universität Hamburg of the student’s status.
   - **Students with an EHIC or private insurance**: The provider must notify Universität Hamburg that the student is exempt from German public health insurance.
   - Possible after the enrollment deadline, but important for permanent semester documents.
3. Pay your semester contribution
- €335 per semester
- In your STiNE account under ➔ “Studying” ➔ “Documents.” Here you will find the amount you have to pay as well as Universität Hamburg’s account details.
- www.uni-hamburg.de/semesterbeitrag

4. Provisional semester documents
- These include the provisional semester public transport pass and the login details for STiNE.
- You will receive them via postal mail 4 weeks after the enrollment deadline.
- If you have not entered an address in Germany, you will only receive your STiNE login details via email.
- Register new address: www.uni-hamburg.de/studium

You should therefore take care of everything no later than 2 weeks before the provisional semester documents expire.
Got your semester documents!

You will receive the **permanent** semester documents only after

- you pay the semester contribution;

- Universität Hamburg receives proof of your insurance coverage from the provider; and

- you upload all required documents. Make sure you submit proof of German language proficiency by the deadline!
  - [www.uni-hamburg.de/einschreibung](http://www.uni-hamburg.de/einschreibung)
  - [www.uni-hamburg.de/deutschkenntnisse](http://www.uni-hamburg.de/deutschkenntnisse)

If you move, remember to register your new address [www.uni-hamburg.de/studium](http://www.uni-hamburg.de/studium)
No semester public transport pass at the beginning of the semester?

You can purchase a travel pass yourself and you will be reimbursed later.

What should you keep in mind?

– Only weekly or monthly passes from the Hamburg Public Transport Association (HVV) that bear your name will be reimbursed.
– Single tickets will not be reimbursed.
– The weekly or monthly pass may only be valid as of 1 April (summer semester) or 1 October (winter semester) respectively.

Buy a weekly or monthly pass in the online shop, with the app, or in the service centers at the larger train stations.

Apply for the costs to be reimbursed as soon as you have received your semester public transport pass:

– Email a scan of your semester public transport pass to the S-Bahn Fahrgeldstelle: info@sc-fahrpreisnacherhebung.de
– You will have to enter the email address you used to buy your online ticket.
IDs and supporting documents ready to go!

- You will receive a **username** and a one-time password by postal mail or email.
- Set a new password! (Tip: enter your phone number as well)
- Change your password at [www bv uni-hamburg de](http://www.bv.uni-hamburg.de)
- Don’t worry: your username, STiNE ID, and user login (UHH-Kennung) are all the same thing.
- You will need your user login to access STiNE and all IT services provided by the Regional Computing Center (RRZ).
IDs and supporting documents ready to go!

- You will receive two email addresses for your **university email account**:
  - username@studium.uni-hamburg.de
    For example: baq0815@studium.uni-hamburg.de
  - firstname.lastname@studium.uni-hamburg

- **Tip:** Use the second email with your name when you are sending emails
  → “Einstellungen” (settings) → “Persönliche Angaben” (personal information)

- **Tip:** Set up your accounts to automatically forward messages from STiNE to your university email account and personal email account.
  - STiNE to University email: In STiNE, click “Account” and check “Forward messages to uni-mail-account?”
  - University email to personal email: [www.rrz.uni-hamburg.de/services/e-mail/fuer-studierende/weiterleiten.html](http://www.rrz.uni-hamburg.de/services/e-mail/fuer-studierende/weiterleiten.html)
### Academic Regulations and Subject-Specific Provisions (FSBs)
- [www.uni-hamburg.de/campuscenter](http://www.uni-hamburg.de/campuscenter) ➔ Organizing your studies ➔ Regulations, information sheets, forms ➔ Exam and academic regulations

### Course Catalog
- [www.stine.uni-hamburg.de](http://www.stine.uni-hamburg.de) ➔ Course Catalog

### Forms for Erasmus and Exchange Students
- [www.uni-hamburg.de/erasmus](http://www.uni-hamburg.de/erasmus) ➔ Erasmus incoming students

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Noted first-semester events and dates!

- **Erasmus welcome**
  - [www.uni-hamburg.de/programmbeauftragte](http://www.uni-hamburg.de/programmbeauftragte)

- **PIASTA Welcome Week | To-Dos for New Students**
  - Varied program, information, getting to know the University and other students
  - [www.uni-hamburg.de/welcome](http://www.uni-hamburg.de/welcome) and [www.uni-hamburg.de/piasta](http://www.uni-hamburg.de/piasta)

- **Orientation module**
  - One week before the start of your studies, you'll learn how your program works and get to know your fellow students.
  - [www.uni-hamburg.de/oe](http://www.uni-hamburg.de/oe)
Up-to-date about COVID-19 regulations!

- The COVID-19 regulations often change at very short notice. Stay informed by going to the official websites of the Federal Foreign Office, the City of Hamburg, and the University.

  - **Entry into Germany:**
    www.auswaertiges-amt.de/de/quarantaene-einreise/2371468

  - **City of Hamburg regulations:**
    www.hamburg.de/coronavirus

  - **Universität Hamburg regulations:**
    www.uni-hamburg.de/newsroom/intern/2020/0323-auswirkungen-studierende.html and Universität Hamburg inform you of what you need to be aware of.
Feedback

We hope that Welcome Week was a good way to start your studies! We depend on feedback to ensure that Welcome Week best meets students’ needs and wishes.

Please take our online survey and give us your feedback. It will only take a few minutes.
Thank you for your time!

Time for questions 😊