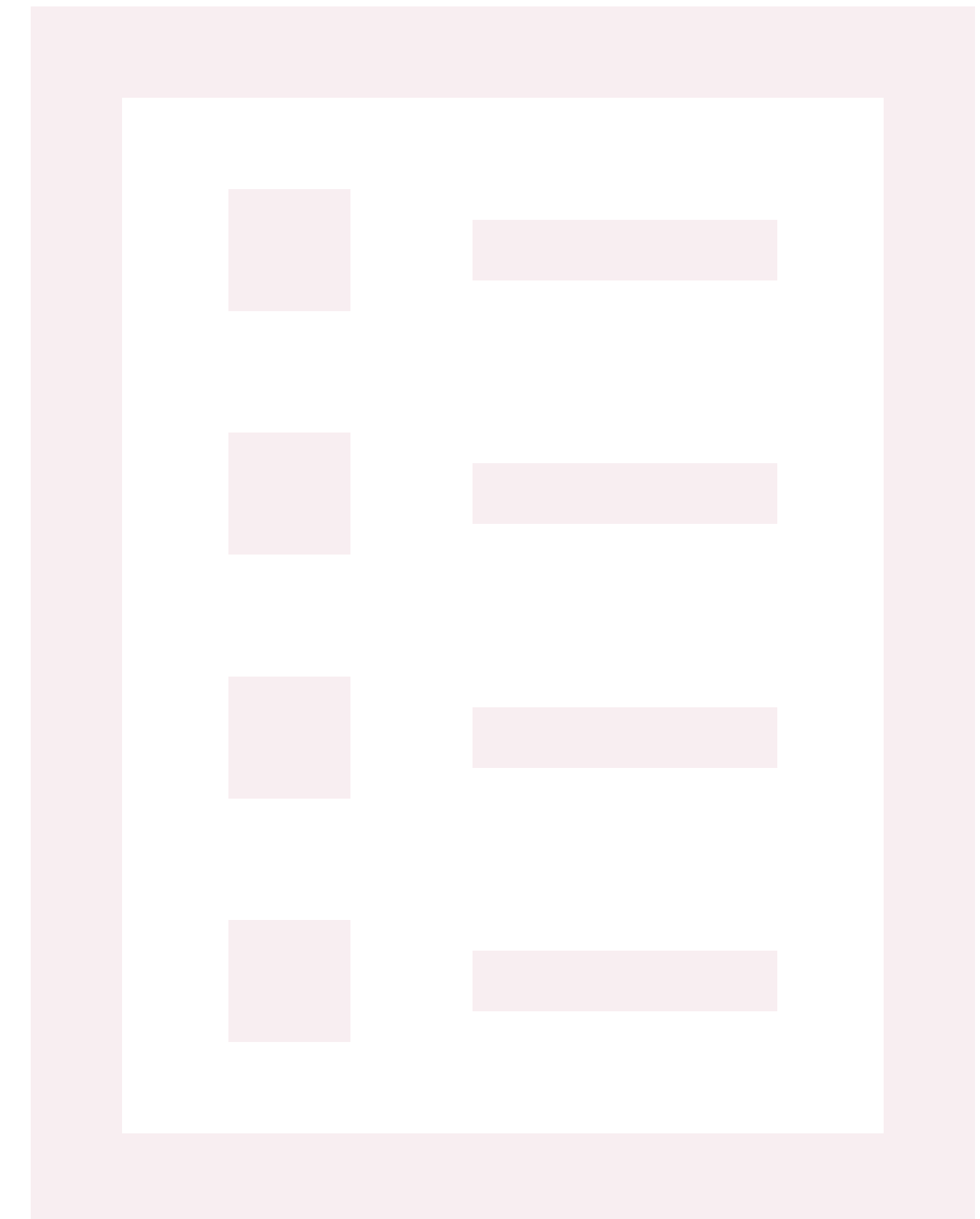




2. Online Info-Session for International Exchange Students

Agenda

- Application for the Enrollment at the University of Bremen
 - ‚Moin‘
 - Health Insurance
 - Semester Contribution
- Access to University Account
- Course Registration / ‚Stud-IP‘
- Questions and Answers



Application for **The Erasmus exchange** at the University of Bremen

Very important! The application process has **TWO STEPS!**

1st Step: Application for the Erasmus exchange through the portal **„Mobility Online“**

2nd Step: Enrollment at the University Bremen through the portal **„Moin“**

One is for the Erasmus exchange itself, one for the University. You need both!

You will only be able to enroll if you have finished your Mobility Online application

Invitations to enroll will be sent to you via email after the application process

You will only get your Enrollment Certificate / Admission Letter after the Moin process

„Moin“ is the Enrollment portal of the University of Bremen – the 2nd Step in the process

- The International Office and Erasmus have no access to the database of MOIN, so if you have questions, you need to contact bachelor@vw.uni-bremen.de
- „Mobility Online“ and „MOIN“ are different databases!
- Deadline for enrollment is the **30th of September (winter semester) and 31st of March (summer semester)**
- If you are not completely enrolled by this date, you will not be able to study at the University of Bremen.
Applications will not be considered by the Student Office after that date.
- Please note:
 - the transfer/processing of the semester contribution might take up to 10 working days
 - the electronic notification procedure for the health insurance (ESMV) might take up to 2 weeks

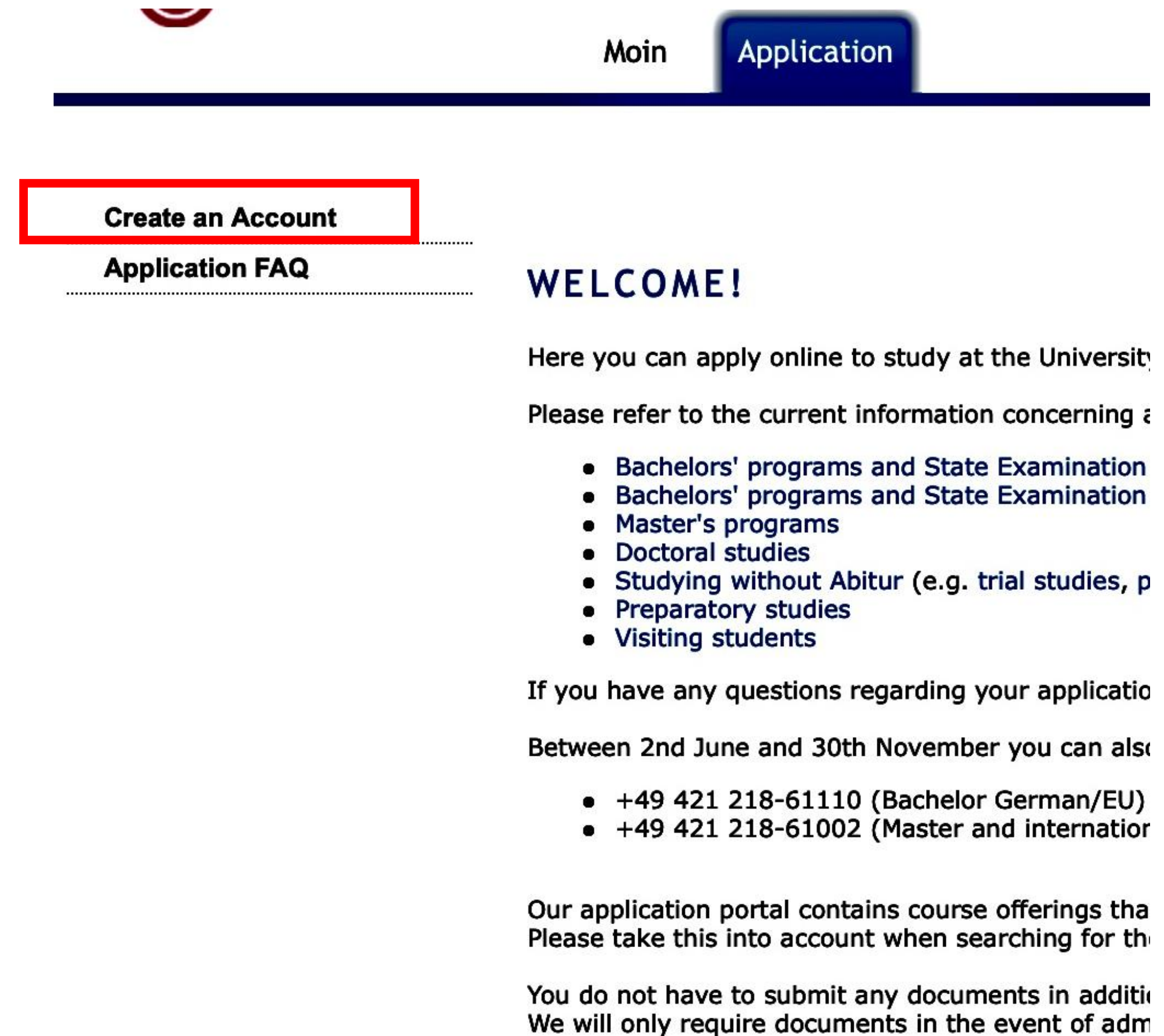
Enrollment at the University of Bremen (moin)

LINK: <https://moin.uni-bremen.de/>

1. Create your user account

- Click on "Application" → "Create an Account"
- You will receive an email with a password.
- Your user name is your email address.

2. Change the password



The screenshot shows the moin application portal interface. At the top, there is a navigation bar with "Moin" and "Application" tabs. Below the navigation bar, there is a red-bordered button labeled "Create an Account" and a link for "Application FAQ". The main content area is titled "WELCOME!" and contains the following text:

Here you can apply online to study at the University of Bremen.

Please refer to the current information concerning admission:

- Bachelors' programs and State Examination
- Bachelors' programs and State Examination
- Master's programs
- Doctoral studies
- Studying without Abitur (e.g. trial studies, preparatory studies)
- Preparatory studies
- Visiting students

If you have any questions regarding your application, please contact the International Office.

Between 2nd June and 30th November you can also apply by phone:

- +49 421 218-61110 (Bachelor German/EU)
- +49 421 218-61002 (Master and international)

Our application portal contains course offerings that change regularly. Please take this into account when searching for the right program.

You do not have to submit any documents in addition to the application form. We will only require documents in the event of admission.

Enrollment at the University of Bremen (moin)

3. Click on "My Applications"

- Choose "**Visiting Student**" (!) as your academic goal
- Click on "find courses offered" and choose your subject
- Then click on "Search" to find your study program
- Then, click on "Apply"

My Applications

My documents

Application FAQ

Name: Jane Smith on

WELCOME!

Here you can apply on

Please refer to the cur

- Bachelors' prog
- Bachelors' prog
- Master's progr
- Doctoral studie
- Studying witho
- Preparatory stu
- Visiting studen

If you have any questi

Between 2nd June and

Enrollment at the University of Bremen (moin)

4. Fill out / edit all the required data sections

- Check the “status” to see whether everything is complete

Sections

Name

Status

[Information](#)

[Personal details](#)

[Home address](#)

[Address during the semester](#)

[Contact details](#)

[Study program you are applying for](#)

[Uploads](#)

[Health insurance](#)

[Final declaration](#)

Enrollment at the University of Bremen (moin)

5. Enter/edit all required application data

- Select "Erasmus/Partner University"
- The "Address during the semester", should be already pre-filled with the address of the International Office
(**c/o International Office, Bibliothekstr. 1, 28359 Bremen**).
- Leave this address unchanged so you can collect your semester ticket from the International Office
- **Select "Semester address" under "Postanschrift" (mailing address)**
- Update the semester address after your arrival, when you have moved in and put your name on the letter box outside of your house

Address during the semester

Your semester documents can be deposited at the Welcome Desk of the International Office (IC) there.

If you would like to have the semester documents sent to you, please delete the address of the

	Entry
Use alternative recipient	<input checked="" type="checkbox"/>
Alternative recipient	<input type="text"/>
Address supplement	<input type="text" value="c/o International Office"/>
Street and unit number	<input type="text" value="Bibliothekstr. 1"/>
Postcode / zip code	<input type="text" value="28359"/>
Town	<input type="text" value="Bremen"/>
Country	<input type="text" value="Germany"/>

Postanschrift

Required information	Entry
An welche Adresse soll Ihre Post gerichtet werden?*	<input type="text" value="Semester address"/>

Enrollment at the University of Bremen (moin)

6. Upload/edit all required documents (same uploads as in “Mobility Online”)

- **Registration document:** Enrollment certificate or certificate of student status at home university
- **Certification of German Language Competence:** 2nd page of the Application Form generated in Mobility Online (“Declaration of Language Competence”) or any other language certificate (if available)
- **Recommendation:** 1st page of the Application Form generated in Mobility Online

Uploads

	Entry	Notes
Upload registration document*	File upload	Please upload registration document issued by home university.
Upload certification of German language competence*	File upload	Please upload certification of German language competences (min. level B2). If your guest study is part of the Erasmus programme or takes place via a partner university, please upload the 2nd page of the application form from Mobility Online with the heading "Declaration of Language Competence".
Upload recommendation*	File upload	Please upload confirmation from a faculty of the University of Bremen that you will be accepted as a visiting student. If your guest studies are part of the Erasmus programme or take place via a partner university, please upload the 1st page of the Application Form from Mobility Online.

Enrollment at the University of Bremen (moin)

7. Submit your application

After entering all data correctly and uploading all required documents:

- Click on **“submit”** at the bottom of the overview page

Only after submitting the application the next steps of the enrollment procedure can be completed!

After submitting:

- Your data will be checked by the Student Office
- You cannot edit your application anymore on your own
- If there is something wrong or missing, the Student Office will re-open your application and notify you to edit and correct your application.
- After the correction, do not forget to **“submit”** again!

Sections

Name

Information

Personal details

Home address

Address during the semester

Contact details

Study program you are applying for

Uploads

Health insurance

Final declaration

Application status

The application's tracking number is : **BW-137377**

Please use the tracking number for any further communication about the application.

Study choice

Degree

Exam regulations

Subject semester

User data








This e-mail address is stored with your user account

Submit

Applications overview

Enrollment at the University of Bremen (MOIN)

Confirmation of Enrollment

Gaststudium				
Name	Description	additional Comments	Remark	set
Immatrikulation Heimatuniversität / Home University Matriculation	Weisen Sie bitte nach, dass Sie an Ihrer Heimatuniversität eingeschrieben sind. / Please now provide proof that you are matriculated at your home university.			
Bescheinigung Heimatuniversität / Confirmation of Home University	Weisen Sie bitte nach, dass Ihre Heimatuniversität ein Auslandsstudium empfiehlt. / Please now provide proof that your home university requires a stay abroad.			
Nachweis Deutschkenntnisse / German Language Level	Weisen Sie bitte Ihre Deutschkenntnisse nach. / Please now provide proof of your German language level.			
Bestätigung Fachbereich / Confirmation of Faculty	Weisen Sie bitte die Bestätigung des Fachbereiches der Universität Bremen nach. / Please now provide confirmation from your Faculty at the University of Bremen.			
Studienplatzannahme / Acceptance of Study Place	Reichen Sie bitte die unterschriebene Annahmeerklärung ein. / Please submit the signed declaration of acceptance.			
Krankenversicherungsnachweis / Proof of Health Insurance	Reichen Sie bitte Ihren Krankenversicherungsnachweis von einer gesetzlichen Krankenkasse ein. / Please submit proof that you have statutory health insurance.			
Semesterbeitrag / Semester Dues	Begleichen Sie bitte den Semesterbeitrag, um den Studienplatz anzunehmen. / Before you can take up your study place, you must first transfer the semester dues.			

After the application for visiting studies in MOIN has been checked by the Student Office, you will be notified by email and need to do **4 things**

1. Download the document “**Acceptance of Study Place**”, sign it and send a scan to the Student Office; email address: bachelor@vw.uni-bremen.de before the deadline(!)
Bring the original with you to Bremen.
2. Download the **Admission letter**
3. Pay the **Semester contribution** to the bank account stated in the admission letter (for this you have an **individual deadline and fee amount** stated on the admission letter!)
 - Make sure that you write the correct reference number **only**
 - It might take up to 2 weeks until the amount is credited to your account and ticked off in the checklist, especially with non-EU transfers (pay attention to the currency!)
 - It is **NOT** a semester fee, but a registration contribution and **also your public transport ticket!**
4. Prove your valid **health insurance** for the whole semester (!)



Health Insurance

Exchange students are required to have a valid health insurance that is equivalent to the German statutory health insurance for the whole duration of their stay.

EU-Nationals: The European Health Insurance Card (EHIC, CEAM) is accepted and should be applied for as early as possible if you do not have one already.

Turkish Nationals: TA11 forms issued by SSK (Sosyal Sigortalar Kurumu) are accepted as well.

Send a scan of your EHIC or TA11 to one of the German statutory health insurances on the campus (AOK or TK) to get it validated. The AOK or TK will then inform the University of Bremen via ESMV („Elektronisches Studierendenmeldeverfahren“) that you are sufficiently insured.

Contacts: AOK: studenten@hb.aok.de or TK: eu-studies@tk.de, university@tk.de

Contact in Bremen: Matthias.Kurzawski@tk.de



Health Insurance

- **Non-EU Nationals:** We recommend obtaining a German statutory health insurance. This will cost around 110 Euro per month and can be done online at one of the statutory health insurance companies (on campus e.g. AOK, TK, hkk)
- **Students over 30 years of age** need a private health insurance.
Private insurances might charge extra for accompanying family members.



Health Insurance

Health Insurance info for non-EU citizens who need a study visa:

- Foreign private travel health insurances (e.g. for visa application) are not accepted for the enrollment if they limit the cost coverage or the duration of validity.
- The statutory health insurance agencies on the campus (AOK or TK) will check the insurance cover of your travel insurance. If it is not sufficient, you will have to get the German statutory health insurance in addition to the foreign private health insurance.
- Statutory health insurance for students will start at the first day of the semester, i.e. on the 1.10 or 1.4
- In case of early arrival (e.g. for the orientation weeks) an additional private travel insurance for the time gap between departure from the home country and the first day of the semester (1.10./1.4.) is recommended

Access Data for University Account

- You will receive the access data for your Uni Bremen account(**@uni-bremen.de**) when your enrollment is completed
- Your enrollment is completed, when the Student Office has received:
 - Your scan of the form „Acceptance of a Study Place“ (send to bachelor@vw.uni-bremen.de)
 - Electronic confirmation of sufficient health insurance by either AOK or TK (ESMV)
 - The payment of your semester contribution as stated in your Admission Letter

Check in your account in MOIN if all items on the checklist are ticked off.



Access Data for University Account

- The activation code for your University account will be sent to you by the "Zentrum für Netze" (ZfN = IT services) as soon as the enrollment at the University of Bremen is completed
- Use your access data for your personal email account (...@uni-bremen.de), for MOIN and for the e-learning platform „Stud.IP“
- Keep the password and your login safe!
- Check both inboxes (Webmail and StudIP-Emails) on a regular basis



1. Activation of your university account

[Link!](#)

Zentrum für Netze (ZfN)

ZfN Webmail

Activation of your university account



Activation-Id: @uni-bremen.de

Activation-Password:

Language:

English



Register

Please take notice: If you already have an account at the University of Bremen (for example because of earlier studies) you will *not* get a new account. Just ignore the account data you received on your leporello and continue using your old account. If you do not have your old account data anymore please contact the [account administration office](#).


In case of problems activating your account please try the [onlinetools](#) to see if your account has already been activated, or contact the user management:


email: account@uni-bremen.de

phone: +49 421 218 61334

2. Log in to webmail

[Link!](#)

 Universität Bremen



Zentrum für Netze (ZfN)

Webmail

Webmail Login

Bitte achten sie darauf einen Namen in den Persönlichen Einstellungen zu setzen. Wenn kein Name angegeben wird, werden Sie immer wieder, nach dem Login auf der entsprechenden Webseite nach Ihrem Namen gefragt.

Wenn Sie ihr Passwort vergessen haben, können Sie es hier zurücksetzen.


Benutzername

@uni-bremen.de

Password

Deutsch

Login



ZfN-News

07.01.2020

Uni-Accountverwaltung und ZfN am 14. Januar 2020 geschlossen

Aus betrieblichen Gründen bleibt am 14. Januar 2020 die Uni-Accountverwaltung und das Zentrum für Netze (ZfN) geschlossen!

[mehr](#)

23.09.2019

Online-Bearbeitung von Dokumenten

Ab sofort ist die Online-Office-Anwendung OnlyOffice testweise in Seafile integriert. Dokumente in den verbreiteten Formaten docx, xlsx und ppts können damit online bearbeitet werden, auch durch mehrere Nutzer gleichzeitig.

[mehr](#)

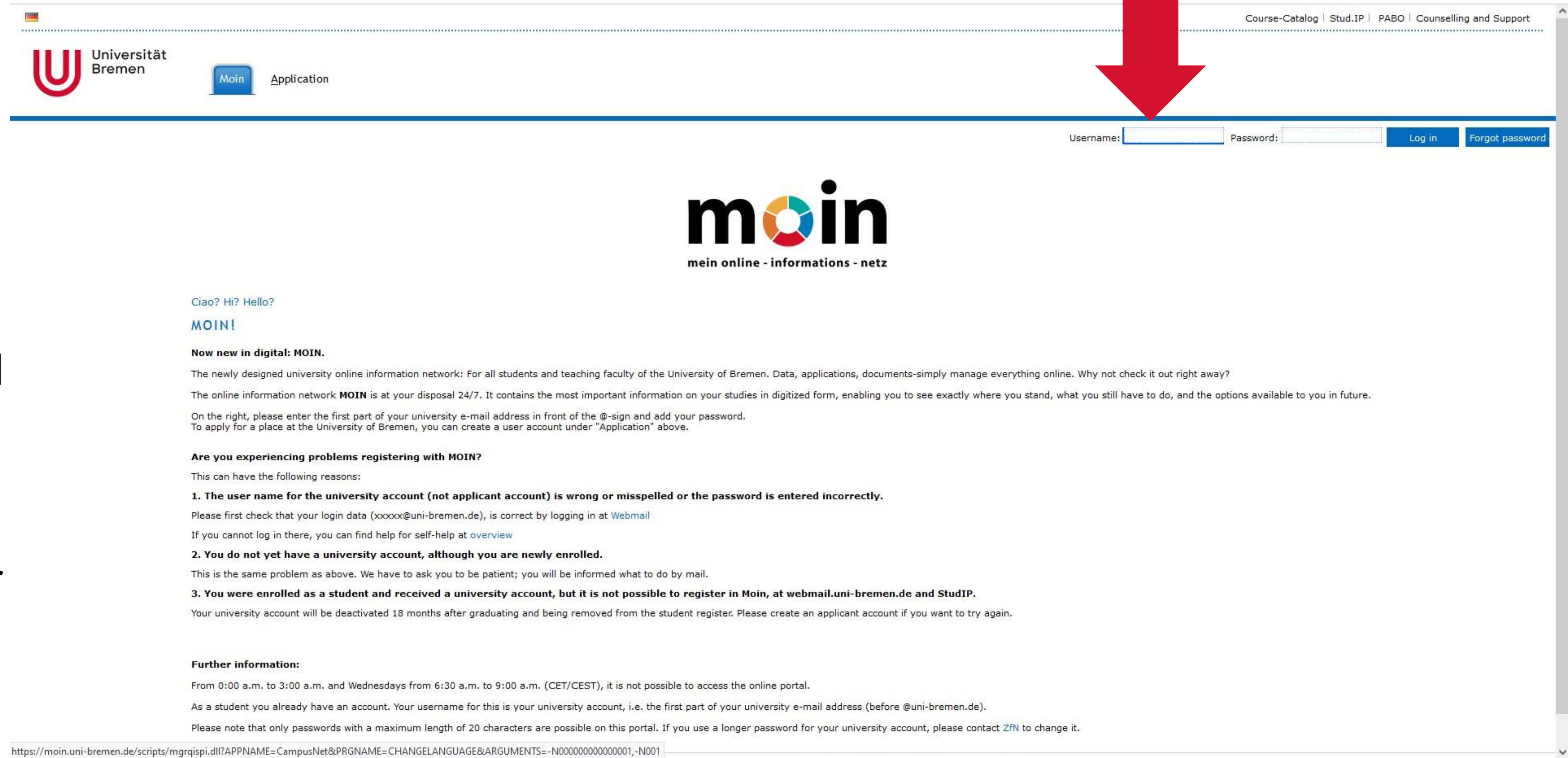
+

Alle Meldungen

3. Log in to Moin

[Link!](#)

Moin can then be used if you need to change your address, need a new semester ticket or need to download your Enrollment certificate



The screenshot shows the Moin login page of the University of Bremen. At the top, there is a navigation bar with links for Course-Catalog, Stud.IP, PABO, and Counselling and Support. Below this, the University of Bremen logo and a 'Moin' button are visible. A red arrow points to the login fields. The login section includes a 'Username:' field, a 'Password:' field, and 'Log in' and 'Forgot password' buttons. Below the login fields, the 'moin' logo is displayed with the tagline 'mein online - informations - netz'. The main content area contains a greeting 'Ciao? Hi? Hello?' followed by 'MOIN!'. It then states 'Now new in digital: MOIN.' and provides information about the newly designed university online information network. A section titled 'Are you experiencing problems registering with MOIN?' lists three reasons for login issues: 1. Incorrect user name or password, 2. Not having a university account, and 3. Being enrolled as a student but not being able to register. It also provides further information about account deactivation and password requirements. The URL at the bottom is <https://moin.uni-bremen.de/scripts/mgrqispi.dll?APPNAME=CampusNet&PRGNAME=CHANGELANGUAGE&ARGUMENTS=-N0000000000000001,-N001>.

E-Learning System StudIP

Please make sure that

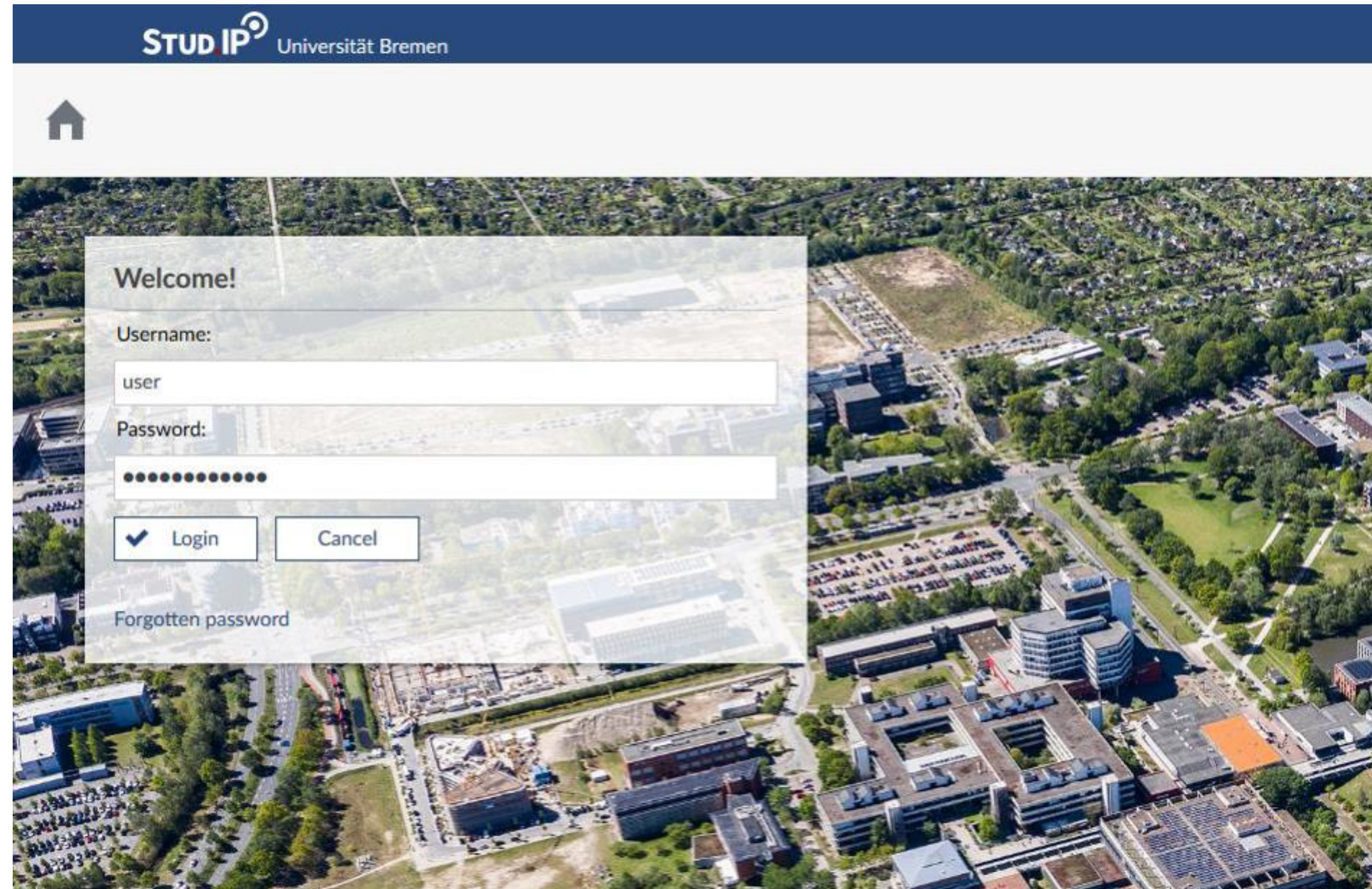
- you receive your access data for StudIP
- you register for courses before the start of lectures
- you attend the lectures/seminars/practices in the first week of lectures, because the lecturers will communicate the type and topics of the exams in the first week of lectures

You can also find a step by step guide on how to register for courses on our Newcomer Service Website „How to study at the University of Bremen“ [HERE!](#)



4. Log in to Stud.IP

Please click
here for the
link!



STUD IP⁹ Universität Bremen

Home icon

Welcome!

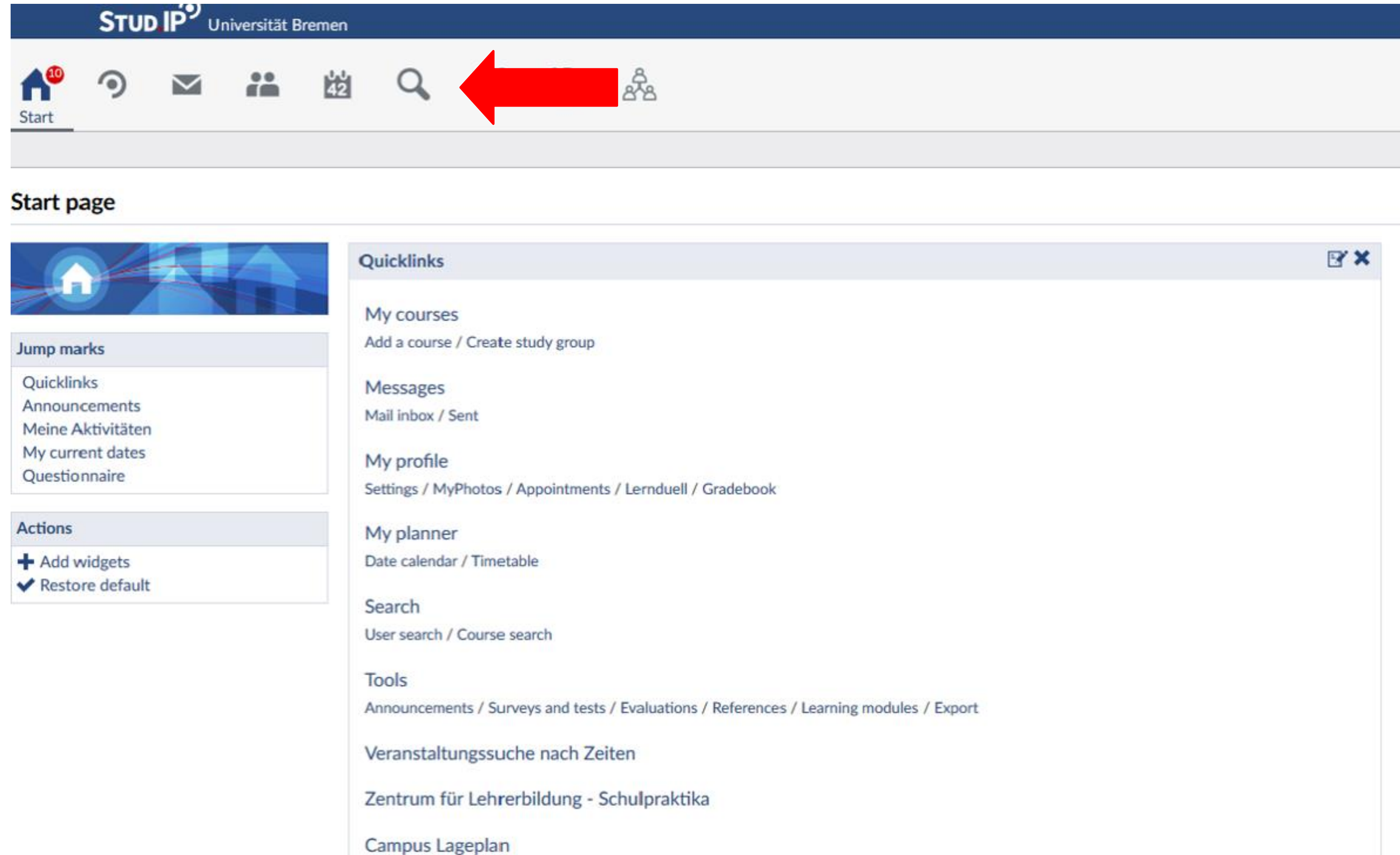
Username:
user

Password:
.....

✓ Login Cancel

Forgotten password

5. Register for courses in Stud.IP



The screenshot displays the Stud.IP interface for the University of Bremen. At the top, a dark blue header bar contains the 'STUD IP' logo and the text 'Universität Bremen'. Below this is a light gray navigation bar with several icons: a home icon with a red '10' badge, a circular arrow, an envelope, a group of people, a calendar showing '42', a magnifying glass, and a group of people icon. A large red arrow points to the magnifying glass icon. Below the navigation bar is the 'Start page' section. On the left, there is a sidebar with a blue header bar containing a home icon. Below this, there are two sections: 'Jump marks' and 'Actions'. The 'Jump marks' section lists: Quicklinks, Announcements, Meine Aktivitäten, My current dates, and Questionnaire. The 'Actions' section lists: + Add widgets and ✓ Restore default. The main content area on the right is titled 'Quicklinks' and contains several sections: 'My courses' (Add a course / Create study group), 'Messages' (Mail inbox / Sent), 'My profile' (Settings / MyPhotos / Appointments / Lernduell / Gradebook), 'My planner' (Date calendar / Timetable), 'Search' (User search / Course search), 'Tools' (Announcements / Surveys and tests / Evaluations / References / Learning modules / Export), 'Veranstaltungssuche nach Zeiten', 'Zentrum für Lehrerbildung - Schulpraktika', and 'Campus Lageplan'.

Course directory

STUD.IP³ Universität Bremen

What are you

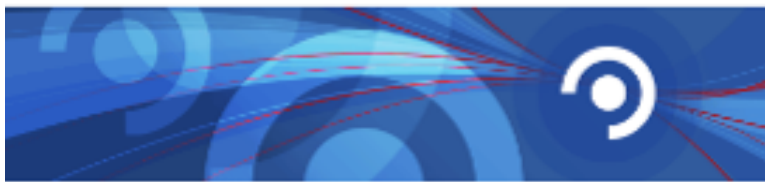
3

2

Search

Global search

Course directory



Course directory

Institute directory

Search

☐ Display extended search

Semester

WiSe 2020/2021

▼

Course classes

All

▼

Fields of study

Universität Bremen

Universität Bremen

No further information available

Fachergänzende Studien

Fachbereich 01: Physik / Elektrotechnik

Fachbereich 02: Biologie/Chemie

Fachbereich 03: Mathematik/Informatik

Fachbereich 04: Produktionstechnik -Maschinenbau & Verfahrenstechnik-

Fachbereich 05: Geowissenschaften

Fachbereich 06: Rechtswissenschaft

Fachbereich 07: Wirtschaftswissenschaft

Fachbereich 08: Sozialwissenschaften

Fachbereich 09: Kulturwissenschaften

Fachbereich 10: Sprach- und Literaturwissenschaften

Fachbereich 11: Human- und Gesundheitswissenschaften

Fachbereich 12: Erziehungs- und Bildungswissenschaften

Schlüsselqualifikationen für das Berufsziel Lehramt

Fachbereichübergreifende Studienangebote

Akademie für Weiterbildung


Global Education

Dezernat Akademische Angelegenheiten

Zentrum für Multimedia in der Lehre












Staats- und Universitätsbibliothek (SuUB)

Fields of Study



Universität Bremen

What are you looking for?

Global search

Course directory

Course directory



Course directory

Institute directory

Search



☐ Display extended search

Semester

WiSe 2020/2021

▼

Course classes

All

▼

Actions

 Download result

Arrange search results:

☒ Semester
 ☐ Area
 ☐ Lecturers
 ☐ Type
 ☐ Institute

Fields of study



Universität Bremen / Fachbereich 08: Sozialwissenschaften /

Fachbereich 08: Sozialwissenschaften

No further information available

General Studies - FB 08 Sozialwissenschaften (44)	Politik Fachwissenschaften/Fachdidaktik, M.Ed (15)
Geographie Fachwissenschaften/Fachdidaktik, M.Ed (15)	Politikwissenschaft, B.A./LA
Geographie, B.Sc./ B.A./LA (57)	Politikwissenschaft, B.A./LA/Politik-Arbeit-Wirtschaft, LA (76)
Geschichte Fachwissenschaften/Fachdidaktik, M.Ed (10)	Politikwissenschaft, M.A. (17)
Geschichte, B.A./LA (108)	Slavische Studien , Master
Geschichte, M.A. (26)	Sozialpolitik, M.A. (46)
Integrierte Europa-Studien, B.A. (28)	Soziologie und Sozialforschung, M.A. (50)
International Relations: Global Governance and Social Theory, MA (8)	Soziologie, B.A. (81)
Komplexes Entscheiden (7)	Stadt- und Regionalentwicklung, M.A. (21)
Modern Global History, M.A.	Studiengangübergreifendes Lehrangebot der Bremen Internatio (6)
Physical Geography: Environmental History, Master (26)	


1 entries at this level / 641 entries included in any sub-level












WiSe 2020/2021



Miscellaneous: Methodenworkshop für quantitative Methoden (WiSe 2011/12 - unlimited)

(Melike Wulfgramm, Luka: ...)

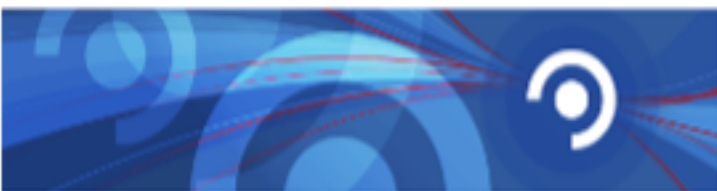

Universität Bremen

Search


Global search
Course directory

Course directory



Course directory
Institute directory

Search



☐ Display extended search

Semester

WiSe 2020/2021


▼

Course classes

All

▼

Fields of study













Universität Bremen / Fachbereich 08: Sozialwissenschaften / Geographie, B.Sc./ B.A./LA / Bachelor Geographie Pflichtbereich /

Bachelor Geographie Pflichtbereich

No further information available

GEO-G1: Einführung in die Geographie (MV: B. Marzeion) (2)	GEO-P2: Studienprojekt (MV: Flitner) (2)
GEO-P1: Einführungsprojekt Geographie (MV: Mossig) (2)	GEO-P: Projektstudium (MV: M. Flitner / auslaufende BPO 2011)
GEO-MT1: Kartographie und GIS (MV: Tkaczick) (5)	GEO-A: Abschlussmodul (MV: B.Zolitschka) (2)
GEO-MT3: Geographische Informationssysteme II (MV: Tkaczick) (2)	

No entries at this level available! / 15 entries included in any sub-level

Global search


Course directory

Course directory

Course directory

Institute directory

Search



☐ Display extended search


Semester

WiSe 2020/2021

Course classes

All

Actions

 Download result

Arrange search results:

☒ Semester
 ☐ Area
 ☐ Lecturers
 ☐ Type
 ☐ Institute

Fields of study

Universität Bremen / Fachbereich 08: Sozialwissenschaften / Geographie, B.Sc./ B.A./LA / Bachelor Geographie Pflichtbereich / GEO-MT1: Kartographie und GIS (MV: Tkaczick)






GEO-MT1: Kartographie und GIS (MV: Tkaczick)

Die Vorlesung und eine Übung sind zu belegen (VF, PF, KF, LA) (6 CP)


No further sub-levels exist below this level.

5 entries at this level












WiSe 2020/2021

 <div> <div>Exercises: Einführung in die Arbeit mit Geographischen Informationssystemen, Kurs A /A</div> <div>08-27-1-MT1-2A</div> <div>Mon.. 08:00 - 10:00 (fortnightly, from 09/11/20), Mon.. 08:00 - 10:00 (fortnightly, ... (more)</div> </div>	(Tobias Tkaczick)
 <div> <div>Exercises: Einführung in die Arbeit mit Geographischen Informationssystemen, Kurs B /A</div> <div>08-27-1-MT1-2B</div> <div>Mon.. 10:00 - 12:00 (fortnightly, from 09/11/20)</div> </div>	(Tobias Tkaczick)
 <div> <div>Exercises: Einführung in die Arbeit mit Geographischen Informationssystemen, Kurs C /A</div> <div>08-27-1-MT1-2C</div> <div>Mon.. 08:00 - 10:00 (fortnightly, from 16/11/20), Mon.. 08:00 - 10:00 (fortnightly, ... (more)</div> </div>	(Tobias Tkaczick)
 <div> <div>Exercises: Einführung in die Arbeit mit Geographischen Informationssystemen, Kurs D /A</div> <div>08-27-1-MT1-2D</div> <div>Mon.. 10:00 - 12:00 (fortnightly, from 16/11/20)</div> </div>	(Tobias Tkaczick)
 <div> <div>Lecture: Einführung in die Kartographie /B</div> <div>08-27-1-MT1-1</div> <div>Fri.. 10:00 - 12:00 (weekly)</div> </div>	(Tobias Tkaczick)


- Click through the courses until you find yours
- Click on 'Go To course' to register
- You can then see it in your course list and you can access the material



Universität Bremen

Exercises: Einführung in die Arbeit mit Geographischen Informationssystemen, Kurs A /A - Details



Actions

Print

Go to course

Reserve only in the timetable

Share

Copy link to this course

Course under special admission. Please read the note.

General information

Subtitle

Course number	08-27-1-MT1-2A
Semester	WiSe 2020/2021
Current number of participants	12
maximum number of participants	13
Home institute	Geographie, B.Sc./ B.A.
Courses type	Exercises in category Teaching
Next date	Mon , 09.11.2020 08:00 - 10:00 Mon , 09.11.2020 08:00 - 10:00
Type/Form	
Englischsprachige Veranstaltung	Nein
Titel (fremdsprachlich)	Introduction to Geographic Information Systems - Course A
ECTS points	3

Lecturers

Tobias Tkaczick

Course location / Course dates

n.a	Monday: 08:00 - 10:00, fortnightly Monday: 08:00 - 10:00, fortnightly
-----	--

Contacts

- General Inquiries
 - Erasmus students: incoming@uni-bremen.de
 - Students from overseas co-operations: studybremen@uni-bremen.de
- Application for the enrollment as a visiting student (“MOIN”): Housing application at „Studierendenwerk Bremen“: wohnraumvermittlung@stw-bremen.de
- German intensive courses: hochschulkooperation-bremen@goethe.de
- Questions about orientation weeks, health insurance and visa: newcomer@uni-bremen.de
- Enrollment, MOIN, Student IDs: bachelor@vw.uni-bremen.de

Online Office Hours of the International Office

Office hours of the International Office Consultation Bureau (VWG, Room 0580):

Monday: 09:00 – 11:30 (CEST)

Wednesday: 14:00 - 16:00 (CEST)

For Zoom Calls Only: ([Link Here](#))

Thursday: 09:00 – 11:30 (CEST)

You may also check the website of the [Newcomer Service](#) or the [International Office Website](#) for more information

Thank you for your attention!

