

### welcome!



## 1. Online Info-Session for International Exchange Students

6th June 2023, 13:00 (Bremen time)



## Agenda

- Housing in Bremen
- Application procedure for "Visiting Studies" at the University of Bremen:
  - in Mobility Online (1st step)
  - ➤ in MOIN (2<sup>nd</sup> step)
- Questions and Answers



## Housing in Bremen

How to find Accommodation?



## "Studierendenwerk Bremen"

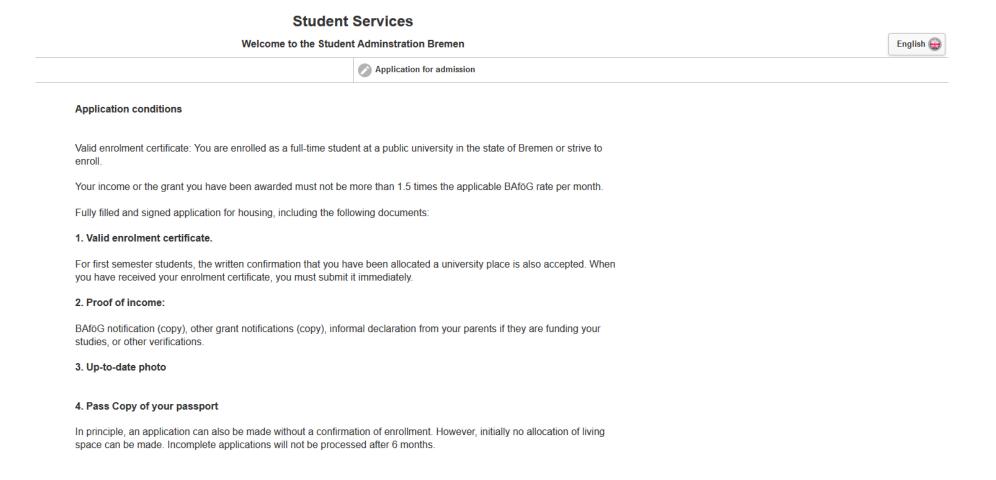
- easily accessible housing
- furnished single rooms and flats on an apartment complex
- rent from 299 € 360 € per month
- limited availability, long waiting list apply early!

https://www.stw-bremen.de/en/accommodation



## Application for a room in a dorm of the "Studierendenwerk"

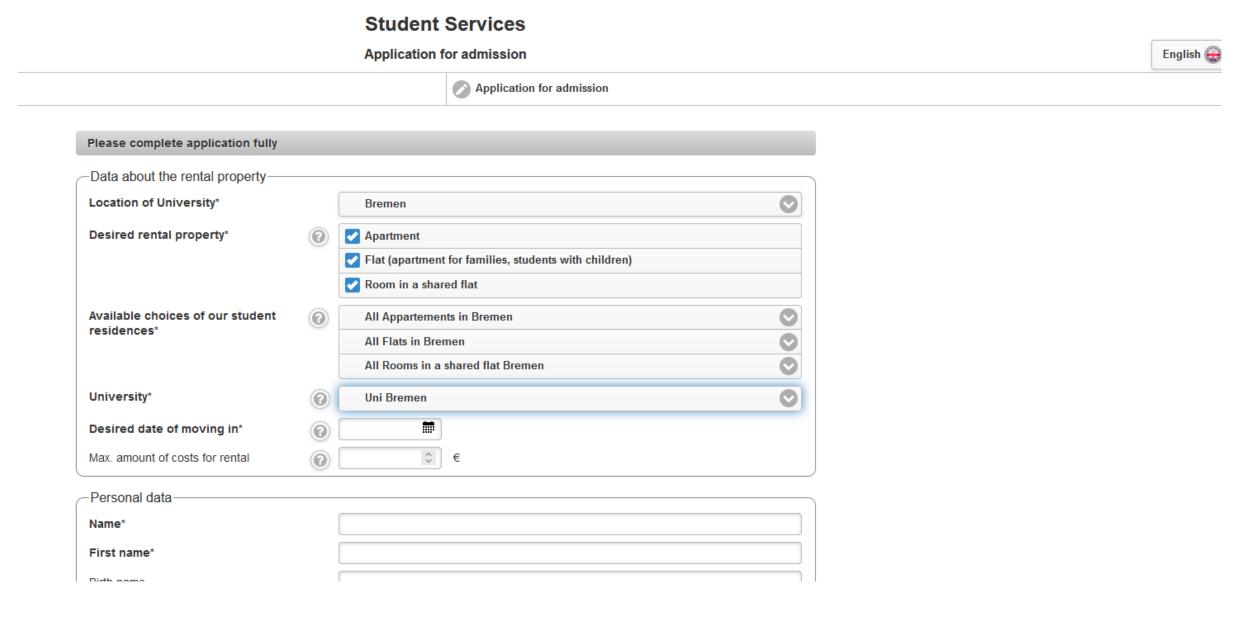
https://wohnraumvermittlung.stw-bremen.de/ipack3/index.html#home





## Application Form of the "Studierendenwerk"

• https://wohnraumvermittlung.stw-bremen.de/ipack3/index.html#admission





## Application Form of the "Studierendenwerk"

https://wohnraumvermittlung.stw-bremen.de/ipack3/index.html#admission

Do not forget to type in "yes" at the question: "Would you like to be placed on our waiting list?"

upload documents——————	
Valid enrolment certificate*	Durchsuchen Keine Datei ausgewählt.
Proof of income*	Durchsuchen Keine Datei ausgewählt.
Pass Copy of your passport*	Durchsuchen Keine Datei ausgewählt.
other application fields	
Valid enrolment certificate number	
Would you like to be placed on our waiting list ? Please answer yes or no*	ja / yes
-Hints	
-Security code-	
Security code	
Enter security code*	
Note according to GDPR: Our <u>information sheet according to Article 13 GDPR</u> in accordance with European data protection law contains information on how personal data are handled.	
I have read and understood the information sheet according to Article 13 GDPR from the Studierendenwerk Bremen (STW). I	



## Application Form of the "Studierendenwerk"

### Supporting Documents:

1. preliminary:

Application Form generated in Mobility Online

**Invitation Letter** of the International Office

- 2. Proof of income (scholarship, bank statement, declaration of parents etc.)
- 3. Copy of passport or ID
- (4. Enrolment certificate must be handed in as soon as available)



## Application for a room in a dorm of the "Studierendenwerk"

Please submit the application as soon as possible because the availability of rooms is limited!

Generate the Application From in Mobility Online as soon as possible!



Private Student Dormitories:

https://www.uni-bremen.de/en/university/campus/housing

Apply individually at the dormitory which meets your preferences

#### For example:

Studentshouse.de <a href="https://www.studentshouse.de/freie-apartments">https://www.studentshouse.de/freie-apartments</a>

Nido Student <a href="https://www.nidostudent.de/standort/lillenthal-studios">https://www.nidostudent.de/standort/lillenthal-studios</a>

THE FIZZ <a href="https://www.the-fizz.com/studentenwohnheim/bremen#apartments">https://www.the-fizz.com/studentenwohnheim/bremen#apartments</a>

Galileo Residenz <a href="https://www.galileoresidenz.de">https://www.galileoresidenz.de</a>

CAMPUS VIVA <a href="https://www.campusviva.de">https://www.campusviva.de</a>

Conway's Home <a href="https://conways-home.de">https://conways-home.de</a>



The International Office has a limited number of private rooms (350,- to 650,- per room) We will contact you if there is an offer.

Last winter semester there were 30 rooms only for 150 exchange students.

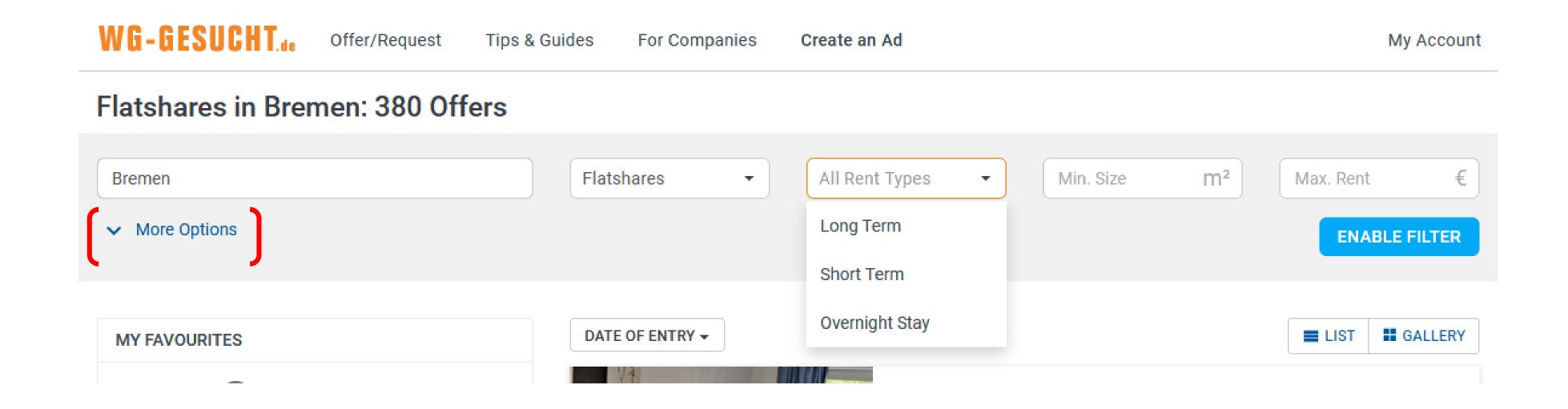


- "WG" (shared flat) in the city
- Offered on many online platforms, check "Private room search" here:

https://www.uni-bremen.de/en/university/campus/housing



Example: Private Online Platform "WG-gesucht"

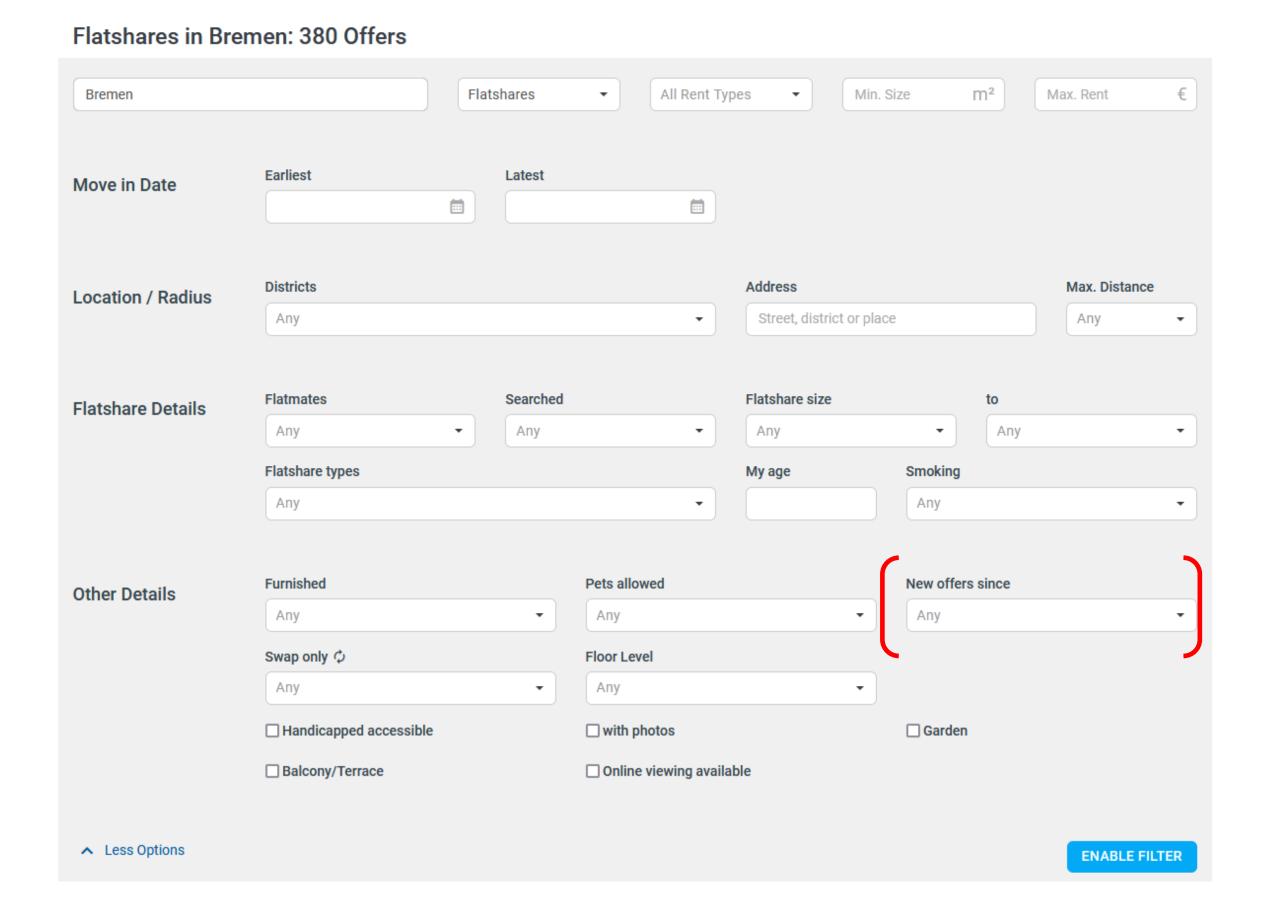


Link (German):https://www.wg-gesucht.de

Link (English): https://www.wg-gesucht.de/en/



Example: Private Online Platform "WG-gesucht"





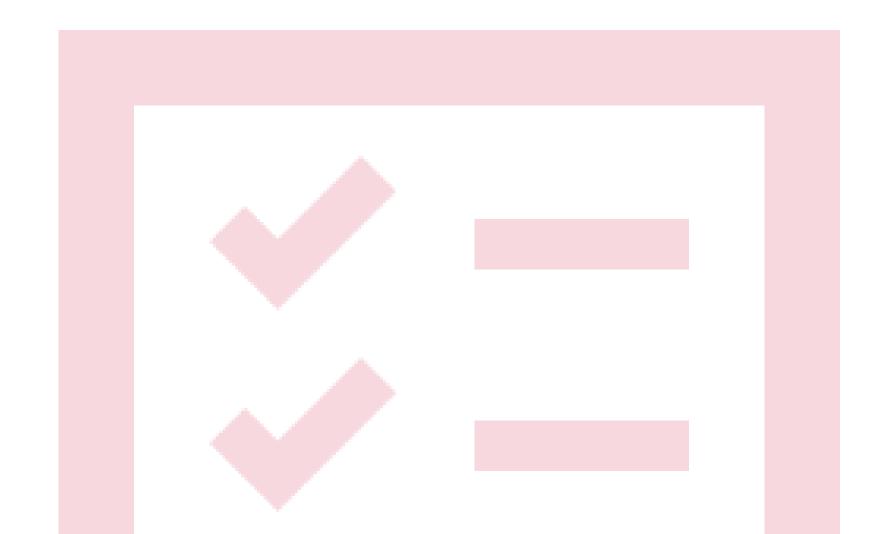
Example: Private Online Platform "WG-gesucht"

### Tips:

- Focus on the newest offers
- Read the WG introduction carefully
- Introduce yourself
- Highlight your own strengths why would it be great to live with you?
- Pick up points from the WG introduction
- Beware of scams!
- Do not transfer any money if you are in doubt about the reliability of the landlord



# **Application Procedure for "Visiting Studies" at the University of Bremen**





## 1st Step: Registration of the exchange place at the International Office in "Mobility Online"

<u>Link:</u> has been sent individually by email (if you did not receive the link, please contact: incoming@unibremen.de)

#### **Dokuments:**

- signed Application Form
- signed "Declaration of Language Competence" (signature and stamp of home university!)
- recent enrollment certificate of home university in English (not older than 3 months!)
  - > (Student Cards and certificates in other languages than German or English might not be accepted by the Student Office ("Sekretariat für Studierende") for the enrolment)



## 1st Step: Registration of the exchange place at the International Office in "Mobility Online"

Erasmus students: please register until 30th of June at the latest!

- 1. formal check by the International Office
- 2. uploads of documents and check by the International Office
- 3. detailed instructions for the application in MOIN



## 2nd Step: Application for Visiting Studies in "MOIN" ("Sekretariat für Studierende"/Student Office)

Documents: same uploads as for the registration at the International Office in Mobility Online

Deadline: as soon as possible (before 15th of August)

Attention: "Mobility Online" and "MOIN" are different databases

The International Office has no access to MOIN!

The contact emails are different, too!

(Mobility Online: incoming@uni-bremen.de, MOIN: master@vw.uni-bremen.de)



### 2nd Step: Application for Visiting Studies in "MOIN" ("Sekretariat

für Studierende"/Student Office)



Moin





#### Link:

will be sent individually by email after receiving the uploads of the 3 required application documents in Mobility Online

- 1. Create your user account
- 2. Change your password

**Create an Account** 

**Application FAQ** 

#### WELCOME!

Here you can apply online to study at the University

Please refer to the current information concerning a

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

If you have any questions regarding your applicatio

Between 2nd June and 30th November you can also

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

Our application portal contains course offerings that Please take this into account when searching for the

You do not have to submit any documents in addition We will only require documents in the event of admitted to the submit any documents in the event of admitted to the submit any documents in the event of admitted to the submit any documents in the event of admitted to the submit any documents in the event of admitted to the submit any documents in addition to the submit any documents in the event of admitted to the submit any documents in the event of admitted to the submit and th



## 2nd Step: Application for Visiting Studies in "MOIN" ("Sekretariat für Studierende"/Student Office)

- 3. Click on "My Applications"
  - choose "Visiting Student" (!) as your academic goal, choose your subject and select your study program (same as in Mobility Online!)
- 4. Click on "Apply" Enter/edit all required application data
- 5. Upload/edit all required documents (same uploads as in "Mobility Online"!)
- **6. Submit your application -** the Student Office will not be able to process your application if you do not click on "submit"!



## Enrolment at the University of Bremen (MOIN)

After the application for visiting studies in MOIN has been checked by the Student Office, you will be notified by email:

- To download the Admission letter in MOIN you need this admission for your application for accommodation
  at the "Studierendenwerk Bremen" or for your study visa (if applicable)
- To pay the Semester contribution (294,67 €) to the bank account stated in the admission letter (mind the
  correct reference number!)
- To download the "Acceptance of Study Place", sign it and send a scan to the Student Office; email address: <a href="master@vw.uni-bremen.de">master@vw.uni-bremen.de</a>
- To prove your valid health insurance for the whole semester (!)



## Health Insurance





### Health Insurance

All foreign health insurances have to be validated by one of the German health insurances (on the campus e.g. AOK or TK) who will then notify the University of Bremen via ESMV ("Elektronisches Studierenden-Melde-Verfahren") that you are sufficiently insured.

#### You have to initiate the ESMV procedure yourself!

- Send a scan of your EHIC (EU nationals) or TA11 (Turkish nationals) to one of the German insurance companies (on campus e.g. AOK (<u>studenten@hb.aok.de</u>) or TK (<u>eu-studies@tk.de</u>)).
- Non-EU nationals with a private health insurance: private health insurances must also be validated by a
  German statutory health insurance (e.g. AOK (<u>studenten@hb.aok.de</u>) or TK (<u>eu-studies@tk.de</u>))

**Attention**: If your private health insurance cover is not sufficient you might have to get a German statutory health insurance in addition to your private health insurance.



### Health Insurance

Non-EU nationals with a German statutory health insurance: your German insurance company should send the electronic notification to the University of Bremen via ESMV directly.

A private travel health insurance for the time gap between the start of the orientation weeks (on 25th of September) or your physical arrival in Bremen and the start of the semester (1st of October) is recommended.



### Contacts

- Registration for the exchange place in "Mobility Online":
  - Erasmus students: <a href="mailto:incoming@uni-bremen.de">incoming@uni-bremen.de</a>
  - > Students from overseas co-operations: <a href="mailto:studybremen@uni-bremen.de">studybremen@uni-bremen.de</a>
- Application for the enrolment as a visiting student ("MOIN"): master@vw.uni-bremen.de
- Housing application at "Studierendenwerk Bremen": wohnraumvermittlung@stw-bremen.de
- Questions about orientation weeks, health insurance and visa: <a href="mailto:ckrain@uni-bremen.de">ckrain@uni-bremen.de</a>
- Academic contacts for Erasmus students at the faculties: <a href="https://www.uni-bremen.de/fileadmin/user\_upload/sites/international/ERASMUS\_Dokumente/Erasmusbeauftr.pdf">https://www.uni-bremen.de/fileadmin/user\_upload/sites/international/ERASMUS\_Dokumente/Erasmusbeauftr.pdf</a>



### Online Office Hours of the International Office

#### Office hours of the International Office:

Monday: 09:00 - 11:30 (CEST

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

You can reach us online during our office hours.

For data protection reasons, only one person at a time can be in consultation.

Please be patient if you have to wait a bit.

#### International Office Website:

https://www.uni-bremen.de/en/university/profile/international/international-office



### Thank you for your attention!

