Arrival Checklist

CHILDREN

- Kindergarten and Nursery School
  Kindergarten (KiTa) registration, more information at:
  www.kinderbetreuungskompass.de/cms/Kita-Info_2017_eng.pdf

- School
  Compulsory schooling from age 6 or 7, registration possible after city registration
  Please get in touch with the Welcome Center: welcomecenter@uni-bremen.de

ABOUT THE WELCOME CENTER

Office Hours
Mondays and Thursdays 10:00 - 12:00 at SFG 0330, Wednesdays 16:00-18:00 at Café International on the 2A floor of GW2 (by the red sofas) and by appointment.

Events & Workshops
Please visit the following page to learn more and join our events:
www.uni-bremen.de/en/welcomecenter/events

Café International
Our round table takes place every Wednesday 16:00-18:00 on the 2A floor of GW2 (red sofas). Join us for coffee, snacks, and intercultural exchange.

Facebook
Join our group to network with other international researchers and see the latest news: U Bremen Research Alliance Welcome Centre
https://www.facebook.com/groups/614645058599455/

IMPORTANT CONTACTS ON CAMPUS

- Human Resource Department (Department 2) for employees of University of Bremen:
  www.uni-bremen.de/en/dezernat2/
- Doctoral Researchers:
  Graduate Centre BYRD-ProUB www.uni-bremen.de/proub
- Post-Docs:
  Bremen Early Career Researcher Development www.uni-bremen.de/en/byrd
- Professors:
  Dual Career at Unit 8 www.uni-bremen.de/en/kanzlereferat/dual-career.html

USEFUL ADDRESSES

- BSU (BremenService_University) www.uni-bremen.de/bsu
  Bibliothekstr. 6, 28359 Bremen, bsu@uni-bremen.de
  No appointments: waiting tickets
- Immigration Office
  Stresemannstraße 48, 2807 Bremen, (0421) 361-88630

U Bremen Research Alliance
Welcome Center

c/o Universität Bremen
Enrique-Schmidt-Str. 7, Building SFG, Room 0330
28359 Bremen

Tel: +49 (0)421 - 218 - 60381/82
Fax: +49 (0)421 - 218 60 370

Homepage: www.uni-bremen.de/welcomecenter
Facebook: www.facebook.com/groups/614645058599455
E-Mail: welcomecenter@uni-bremen.de
REGISTRATION WITH THE WELCOME CENTER DATABASE

- Register with the Welcome Center to receive services and useful information
  www.uni-bremen.de/en/welcomecenter/registration

ACCOMMODATION

- Accommodation
  Advice: begin your accommodation search as early as possible
  Helpful links for your accommodation search can be found on our website:
  www.uni-bremen.de/en/welcomecenter/housing

CITY REGISTRATION & RESIDENCE PERMIT

- City Registration (Mandatory if Your Stay Exceeds 3 Months):
  at BSU (www.uni-bremen.de/bsu) or BürgerServiceCenter-Mitte, within 2 weeks of arrival. Bring with you:
  - passport
  - registration Form
  - „Wohnungsgeberbestätigung“ (confirmation of the landlord)
  After your registration the following will be mailed to your address:
    a tax identification number
  (Steueridentifikationsnummer) sent within 14 days to your German address
  Rundfunkbeitrag (GEZ, TV radio license fee)

- Obtaining a Residence Permit:
  at BSU or BürgerServiceCenter-Mitte, within 90 days of arrival
  for non-EU citizens only

- Welcome Money
  For PhD Students registered in Bremen for at least 12 months: 150 €
  www.bsu.uni-bremen.de/bg/antragbg.php

INSURANCE & BANK ACCOUNT

- Health Insurances
  Public (e.g. AOK, Debeka, TK, ÖVB) or private (e.g. DAAD insurance, educare24, ISCHP Health Insurance)

- Liability, House and Contents Insurances
  Important in case of property damage or burglary, search for “Haftpflicht- und Hausratsversicherung”

- Opening a bank account
  At the bank branch e.g. at Sparkasse Bremen (Campus) or Santander Bank (City Center)
  Bring with you:
  - passport
  - proof of your German address (address registration form)

ON CAMPUS (ACCOUNTS, CARDS ETC.)

- Mensa Card (Canteen Card)
  Apply at „Info-Point“ in the Mensa. Bring with you:
  - passport and employee ID/student ID
  - 5 Euro cash to be paid as a deposit

- Email Account
  Apply at the Zentrum für Netze (ZfN). Bring with you:
  - passport and employee ID/student ID

- Library Card
  Apply at the Library (SUUB). Bring with you:
  - passport, employee ID/student ID, address registration form
  Free for Uni Bremen staff/students, guest staff/students: 10 €

- University Sports
  Find University sports courses at
  www.hospo.uni-bremen.de

  Only for doctoral students: Enrollment at the University
  possible at the Sekretariat für Studierende International (SFS-I), VWG building

GERMAN COURSES

- German Course
  Courses for international researchers
  starting in April and October
  www.uni-bremen.de/en/welcomecenter/germancourses

  Private Language Schools
  Casa, VHS, Goethe Institut, Paritätisches Bildungswerk, etc.

PUBLIC TRANSPORTATION / BSAG

- Tickets
  Semester ticket
  For enrolled doctoral researchers

  Job ticket
  For guests with a university contract for at least 1 year

  Monthly ticket
  For guests without a university contract, e.g. with a scholarship
  www.bsag.de/de/tickets/ticketinfo-fahrpreise/wochen-und-monatstickets.html

  Bob Card
  For occasional travelers: https://www.vbn.de/tickets/ticketangebot/tickets-fuer-erwachsene/uebersichtsseite-bob.html