FAMILY AND CHILDCARE

- 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
- Child Benefit (Kindergeld)
  Available for EU-members and people with a German working permit. Apply at: www.kindergeld.org/familienkassen/bremen.html

ABOUT THE WELCOME CENTER

Office Hours
Mondays and Thursdays 10:00 – 12:00 at building SFG 0330. Wednesdays 16:00-18:00 at Café International on the 3rd floor of Cafeteria at GW2 (by the red sofas)

Events & Workshop
Please visit the following website or more information and to 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 3rd floor of Cafeteria at GW2 building (by the red sofas). Join us for coffee, snacks, and intercultural exchange.

Facebook
Join our group: U Bremen Research Alliance Welcome Center https://www.facebook.com/groups/welcomecenter

IMPORTANT CONTACTS ON CAMPUS

- Human Resource Department (Department 2) for employees of University of Bremen: www.uni-bremen.de/dezernat2
- Doctoral Researchers & Postdocs
  BYRD-ProUB www.uni-bremen.de/en/byrd
- Recognition of Foreign Academic Certificates
  www.uni-bremen.de/en/foreign-academic-certificates
- Professors:
  Dual Career at Unit 8 www.uni-bremen.de/en/kanzlireferat/dual-career.html

USEFUL ADDRESSES FOR REGISTRATION AND RESIDENCE PERMIT

- BSU (BremenService Universität) www.uni-bremen.de/bsu
  Bibliothekstr. 6, 28359 Bremen, bsu@uni-bremen.de
  No appointments; waiting tickets
- Migration Office www.service.bremen.de/di__migrationsamt__100086-100086
  Stresemannstraße 48, 28207 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

Homepage: www.uni-bremen.de/welcomecenter
Facebook: www.facebook.com/groups/welcomecenter
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 Bremen_Service Universität (BSU) or BürgerServiceCenter-Mitte within 2 weeks of arrival. Bring with you:
    - passport
    - address registration form
    - confirmation of address issued by the landlord (Wohnungsgeberbestätigung)
  - After your registration the following will be mailed to your address:
    - Tax identification number (Steueridentifikationsnummer) sent within 14 days to your German address,
    - TV & Radio Licence Fee (Rundfunkbeitrag, GEZ)
- For non-EU citizens only: Obtaining a Residence Permit
  - At BSU or Migrationsamt, within 90 days of arrival or approx. 1 month before expiration of visa
- 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. TK, AOK) or research stay insurances (e.g. DAAD insurance)
  - Social Security Number (Sozialversicherungsnummer) sent within 4 weeks after registration for Health Insurance
- Liability, House and Contents Insurances
  - Important in case of property damage or burglary, search for "Haftpflicht- und Hausrätversicherung"
- Opening a Bank Account
  - Directly at the bank branch (e.g. at Sparkasse Bremen on campus or Santander Bank in the city center)
  - Bring your passport & confirmation of German address

ON CAMPUS (ACCOUNTS, CARDS ETC.)

- Email Account
  - Apply at the Zentrum für Netze (ZfN), building SFG 1370
  - Bring your passport and employee ID/student ID
- Library Card
  - Apply at the library (SUUB).
  - Bring your passport, employee ID/student ID, confirmation of German address
  - Free for Uni Bremen staff/students, guest staff/students: 10 €
- Mensa Card (Canteen Card)
  - Apply at „Info-Point“ in the Mensa.
  - Bring your passport and employee ID/student ID and 10 € cash deposit
- University Sports
  - Find university sports courses at [www.hospo.uni-bremen.de]
- Only for doctoral researchers: Enrollment at the University possible at the Sekretariat für Studierende International (SFS-I), building VWG

GERMAN COURSES

- German Course
  - Courses for International Researchers on campus 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

- Ticket options
  - Semester Ticket
    - For enrolled doctoral researchers
  - Job Ticket
    - For guests with a university contract for at least 1 year
    - Application at Human Resource Department (Department 2)
  - Monthly Ticket
    - [www.bsag.de/de/tickets/ticketinfo-fahrpreise/wochen-und-monatstickets.html]
  - Bob Card
    - Best for spontaneous and occasional travelers: [https://www.vbn.de/tickets/ticketangebot/tickets fuer erwachsene/uebersichtsseite-bob.html]