

Hochschule Bremen
City University of Applied Sciences



MOIN!
Welcome to Bremen



Agenda for today

- ✘ **10am: Welcoming round & information by the International Office**
- ✘ Break / Get your semester documents
- ✘ **12pm: Account activation & briefing on all relevant applications at HSB by Sebastian Mertins**
- ✘ Break / Time for questions
- ✘ **3pm: German get together**

Content

- ✦ City registration & residence permit
- ✦ Bank account & money
- ✦ Hochschule Bremen
- ✦ How to get started at HSB
- ✦ Transportation/ travelling
- ✦ Living in Bremen
- ✦ Health & safety
- ✦ Leisure activities
- ✦ Orientation week

City registration & residence permit

All students who are living in Bremen need to register at the BürgerServiceCenter (BSC).

When? Within two weeks after your arrival

We help you with that step:

Bring all necessary documents **filled in & printed** out to our office
(Campus Neustadtswall, AB-Building, Room 106)

March 28 after the team building event:

For students, who need the confirmation of registration
“Meldebestätigung” urgently (e.g. to open a blocked account)

April 4 between 10am and 3pm:

For all other students: 04.04.2024 between 10am and 3pm

Important: Put your name on the post box & door bell so you can receive your “Meldebestätigung” by postal mail.



Necessary documents:

- ❖ [Registration form](#) (in German)
- ❖ [Landlord confirmation](#) (in German)
- ❖ Copy of your ID/passport

Use our „[Fill in instructions](#)“!

What to bring to the office:

- ❖ All necessary documents **printed out**
- ❖ Original ID/passport for us to compare with your copy

ANMELDUNG BEI DER MELDEBEHÖRDE Tagesstempel der Meldebehörde:
(Bitte in Druckchrift ausfüllen)

NEUE WOHNUNG		BISHERIGE WOHNUNG	
Straße, Hausnummer		Straße, Hausnummer	
PLZ, Ort		PLZ, Ort	
Einzugsdatum		Staat	
Die neue Wohnung ist <input type="checkbox"/> einrige Wohnung / Hauptwohnung <input type="checkbox"/> Nebenwohnung		Diese Wohnung war <input type="checkbox"/> einrige Wohnung / Hauptwohnung <input type="checkbox"/> Nebenwohnung	
Angaben zum Wohnungsgeber:			
Name		Annie-Wohnung in Deutschland <small>(Nur bei Zuzug aus dem Ausland auszufüllen, wenn vorhanden)</small>	
Straße, Hausnummer		Auszugsdatum	
PLZ, Ort		Straße, Haus-Nr.	
		PLZ, Ort	

PERSÖNLICHE DATEN:					FAMILIENSTAND:	
Familienname, ggf. mit Doktorgrad					<input type="checkbox"/> ledig	
Frühere Namen (z. B. Geburtsname)					<input type="checkbox"/> verheiratet	
Vorname-n (Rufnamen <u>unterstrichen</u>)					<input type="checkbox"/> verwitwet	
Geschlecht					<input type="checkbox"/> Ehe geschieden	
Geburtsdatum					<input type="checkbox"/> Ehe aufgehoben	
Geburtsort					<input type="checkbox"/> Lebenspartnerschaft / Freund	
Geburtsland					<input type="checkbox"/> Lebenspartnerschaft aufgelöst	
Staatsangehörigkeit <input type="checkbox"/> deutsch <input type="checkbox"/>					<input type="checkbox"/> Lebenspartnerschaft aufgehoben	
Religion					<input type="checkbox"/> nicht bekannt	
Orts- oder Künstlername					Mit verheiratet oder eine Lebenspartnerschaft (Ehewid, Daten der letzten Entscheidung/ Begründung der Lebenspartnerschaft)	
Teilweise oder Personalausweis	Ausstellungsbehörde	Ausstellungsdatum	Gültigkeitsdatum	Seriennummer	Datum	
					Ort	

Angaben über den Ehegatten / Lebenspartner, der nicht mit in diese Wohnung einzieht:

Familienname, ggf. Doktorgrad:		Geschlecht:	
Vorname-n:		Geburtsdatum:	
Anschrift <small>(PLZ, Ort, Straße, Hausnummer)</small>			

Angaben über Kinder bis zum 18. Lebensjahr, die nicht mit in diese Wohnung einziehen:

Familienname	Vorname-n	Geschlecht	Geburtsdatum	Anschrift (PLZ, Ort, Straße, Hausnummer)

Angaben über weitere Wohnungen in Deutschland:

Status der weiteren Wohnung	PLZ, Ort, Straße, Hausnummer
<input type="checkbox"/> Hauptwohnung <input type="checkbox"/> Nebenwohnung	
<input type="checkbox"/> Hauptwohnung <input type="checkbox"/> Nebenwohnung	
<input type="checkbox"/> Hauptwohnung <input type="checkbox"/> Nebenwohnung	

Beachten Sie bitte die Hinweise zur kostenfreien Eintragung von Datenübermittlungs- und Auskunftssperren. Sie erhalten diese in jedem BürgerServiceCenter oder im Internet auf www.service.bremen.de.

Ort, Datum I. Unterschrift der meistpflichtigen Person

X

Who needs to apply for a residence permit?

- ❖ Students who are **not** a citizen of an EU member state, Iceland, Liechtenstein or Norway
- ❖ If your visa is **not** valid for your whole stay
- ❖ If you are from Australia, Canada, Israel, Japan, New Zealand, Republic of Korea, United Kingdom or USA and entered Germany without a visa

Apply for a residence permit within your **first three months** at the **Bremen Service University (BSU)** on campus of the University of Bremen.

More information can be found [here](#).

Unsure if you need to apply?

Ask us after the presentation.



Bank account & money

How to open or unblock your German bank account

- **Step 1:** Complete the city registration
- **Step 2:** Put your name on your post box
- **Step 3:** Wait for your confirmation of city registration (“Meldebestätigung”) AND German Tax ID
- **Step 4:** Open / Unblock your bank account with the following documents:
 - Confirmation of city registration
 - German Tax ID
 - Valid passport
 - Certificate of enrolment



Cash

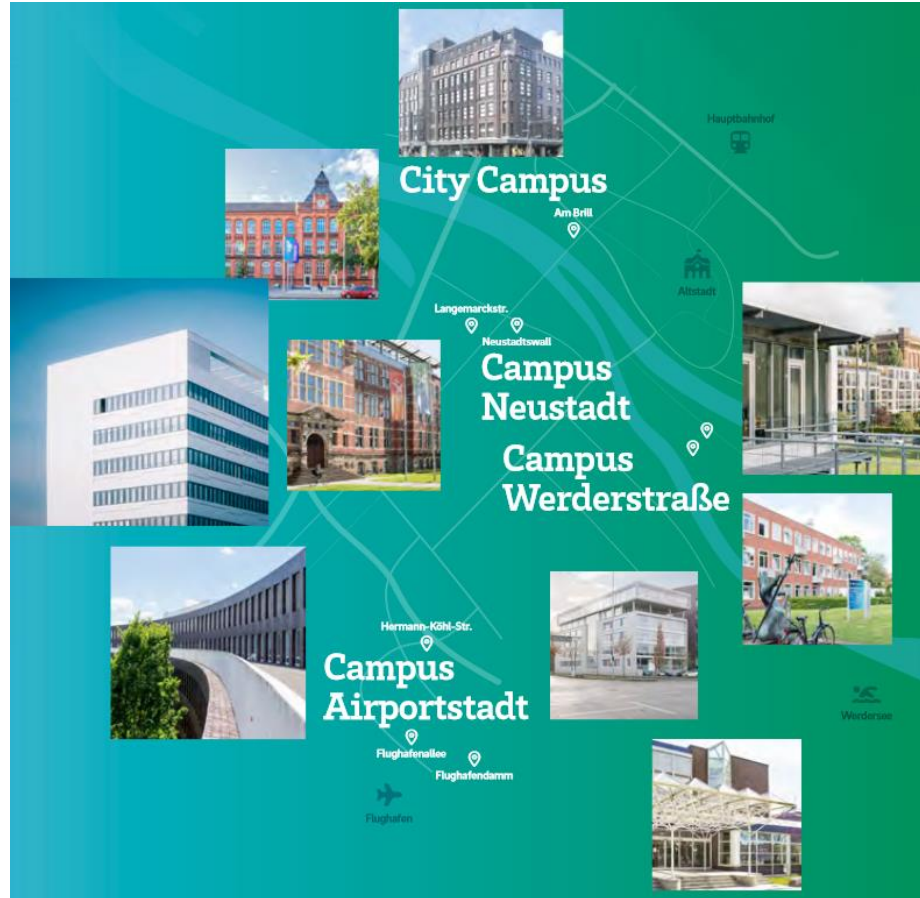
Cash is king - Germans love cash 😊

There are still places that only accept cash especially in smaller towns or small shops as well as taxis.

According to the latest study by Germany's central bank, the [Bundesbank](#), on payment behavior, Germans pay for nearly 60 percent of their purchases – both goods and services - in cash.



Hochschule Bremen



The map displays the locations of three HSB campuses in Hamburg, Germany, overlaid on a green background with a white street grid. Each campus is accompanied by a photograph of its building and a list of nearby landmarks.

- City Campus** (Am Brill): Located in the city center, near the Hauptbahnhof (main train station) and the Altstadt (old town).
- Campus Neustadt** (Werderstraße): Located in the Neustadt district, near the Langemärckstr., Neustadtswall, and the Werdersee.
- Campus Airportstadt** (Hermann-Köhl-Str.): Located near the airport, near the Flughafenallee, Flughafen, and Flughafenrinn.

Our **DIOs** are in charge of the organisation and coordination of faculty and programme related matters:
e.g. OLAs, course choice, course registration, Transcript of Records

Faculty 1: School of International Business

(Claudia Kuhlmann / Stefanie Gösling / Anne Thormann / Julia Leonhardt)

Faculty 2: School of Architecture, Civil and Environmental Engineering (Antonia Ley)

Faculty 3: School of Social Sciences (Jana Grünewald / Sabine Ganter)

Faculty 4: School of Electrical Engineering and Computer Science (Yana Yerofeyeva / Birgit Averbeck)

Faculty 5: School of Nature and Engineering (Sven Kreyenhop / Willi Wittig)

Dress code

There is no mandatory dress code.

Emails

- Don't write emails like you write on a messenger. Choose your email salutation carefully and rather formal when writing with professors or staff: e.g. "Dear Prof. XY/ Dear first name last name".
Some professors don't respond to emails, if they don't include a greeting and a sign-off.
- Don't use emojis.

Speaking to staff/ professors/ lecturers

Don't address someone automatically only by their first name.

Professors and lecturers will let you know if you can address them by their first name or surname and title (e.g. Ms. XY, Prof. Dr. Z).

Doors / entry

Office doors are normally closed. This does not mean you are not welcome.

Knock on the door and wait if you hear an answer (e.g. "Yes?" / "Ja?").

If you don't hear an answer, you can open the door and ask the person if it is possible to come in.

How to get started at HSB

The Studierendenwerk Bremen serves students in **ten canteens and cafeterias** at universities in the state of Bremen. You can choose between different offers every day starting at 1,70€ per meal. The weekly menu for each location can be found [here](#) (Language settings: German or English)



How to get a Mensacard:

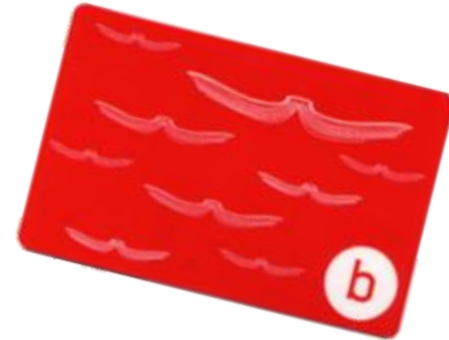
- All canteens offer a service where you can pick up your Mensacard (times may vary)
- Bring your **student ID and 10 € in cash (5 € deposit and 5 € minimum balance)**
- At the end of your stay you can bring back the Mensacard and receive your deposit and the remaining balance



The State and University Library Bremen (SuUB) is the city's largest and oldest academic library. It supplies literature to universities and colleges across Bremen and Bremerhaven, while also acting as the state library.

How to get your Library card:

[Online registration](#) to apply for a library card



Once you have completed the online application process, you can collect your card directly from the lending desk at the Central Library, the Engineering and Social Sciences Library, the Economics and Nautical Sciences Library.

Transportation / Travelling

The Semesterticket is valid in the entire area of the Bremen-Lower Saxony transport association (VBN) – on buses, trams, and regional trains. It is not valid for the fast IC or ICE connections.



EC/IC/ICE Trains



Regional Trains (RE)

Exception:

The semester ticket is valid on the IC and EC connections between Bremen Hauptbahnhof and Emden Außenhafen as well as between Bremen Hauptbahnhof and Norddeich Mole.

Tips

Hiking in the Harz

Instead of going to the coast, your semester ticket can also take you to the mountainous Harz brake. The Brocken peak is the highest point in the otherwise flat landscape of northern Germany. The trip to **Bad Harzburg** is included.

Netherlands

The semester ticket will take you across the Dutch border to **Hengelo**. Admittedly, it's not a big city. But in addition to several museums, the city is famous for its street art. You can reach Hengelo in just under three and a half hours. With an additional ticket, you can travel from there to Amsterdam in just under two hours.

If you want to travel cheaply to Groningen (another popular destination), use your semester ticket from Bremen to **Weener**, located just before the Dutch border. From there, all you need is a ticket for the approximately one-hour onward journey to Groningen.



The semester ticket upgrade turns your **semester ticket into the Deutschland-Ticket**.
With this upgrade you can travel **all over Germany with regional trains, buses and trams**.

Costs for students: **17,30€/ month** (normally 49€/month)



The upgrade is always valid for **one calendar month** and is **automatically extended** if it is **not** cancelled by the **10th of the current month for the following month**.

The semester ticket upgrade is only available as a **digital ticket** in the **FahrPlaner** app:



Register & choose option: **“D-Ticket Upgrade VBN-Semester-Ticket”**

DAAD

Deutscher Akademischer Austauschdienst
German Academic Exchange Service

Klimaverträglich unterwegs Climate-friendly travel

10 Tipps für Stipendiatinnen und
Stipendiaten in Deutschland
Ten tips for scholarship holders
in Germany

daad.de

CHANGE
BY EXCHANGE



HSB students can use WK-Bike rental bikes!

Up to 30 minutes free of charge - even several times a day as often as you want - longer for a small fee.


Registration process



Go to the [WK-Bike Website](#)

- Use your "@hs-bremen.de" email address
- Select **Hochschule Bremen** in the "Partner" field,
- Top up your account with 1 euro to use the service
- Install the WK-Bike app



Register quick and easy to avail of  bikes on demand, simple, free of charge and per App!

Swapfiets

E-bike



Power 7

Powerful e-Bike to comfortably ride longer distances.

€79.90 per month

[More details](#)

E-bike



1 month free

Power 1

Agile e-Bike to zip around the city and conquer shorter distances.

€64.90 per month

€54.08 per month

[More details](#)



Deluxe 7

Sleek top notch pedal bike with 7 gears and hand brake.

€17.90 per month

[More details](#)



Original

Classic high-quality everyday pedal bike.

€14.90 per month

[More details](#)



Living in Bremen

Important house rules

- Ventilation (2 -3 times a day) and heating / In winter **Stoßlüften (shock ventilation)**: Open all windows wide open for a couple of minutes to ensure a complete exchange of air
- Drying laundry in laundry room, on the balcony or while ventilating
- Keep common areas tidy
- Keep your room and common areas clean; stick to the cleaning plan if there is one
- Visitors must be announced
- Respect rest times (10 p.m. until 7 a.m.)
- No smoking inside
- Parties have to be announced
- Shut windows and lock the door when leaving your place
- Inform your landlord/landlady about damage
- Be aware of energy costs (water, electricity and heating)

Kaution: When you move into an apartment, you must pay a deposit (Kautio). If you break something in the apartment, your landlord uses your “Kautio” to pay for the repairs/replacement. If everything is fine, you get your “Kautio” back when you move out.

Important: The deposit does not replace the last month's rent. Make sure to pay the full amount of your rent.

Waste in Germany is separated into different trash cans:



In some parts of Bremen you get yellow recycling bags for your household instead of a trash can and you put your paper collectively on the street when it is your streets collection date.

The garbage calendar can be found [here](#).



In Germany, there is a **bottle return system**. When you buy certain products, you pay a deposit (Pfand) for the container. When you return the empty container, you get your deposit back. You can find them in supermarkets.

Beer bottles – 0.08€ (0.15€ for resealable bottles)

Aluminium cans – 0.25€

Single-use (Einweg) plastic bottles – 0.25€

Multiple-use (Mehrweg) glass and plastic bottles – 0.08€ to 0.15€

Bottles with no deposit or bottles purchased in other countries:
These bottles can still be recycled, but they don't have a deposit.

Milk cartons and bottles go in the yellow recycling bin.

Most wine bottles go in the glass recycling bins.

Containers with the “Grüne Punkt” (green dot) logo go in the yellow recycling bin.



Are you still looking for a place to live?

Do you have issues with your landlord from into rooms?

Questions?

We are happy to help you: Talk to Janina during the break
or write an e-mail: intorooms@hs-bremen.de



Health & safety

Cycling around the city

- Respect foot and bike paths
- Watch out for car drivers and trucks
- Watch out for e-bike riders and scooters
- Rule: Right before left



Moving around the city

- Watch your valuables – (cell phone / wallet)
- Especially: In confined spaces or in crowded trams
- Do not walk on bike paths
- In the city center you have to watch out for the tram

Going Out

- Don't leave your drink unattended
- Always try to be out at night with at least two people, especially if alcohol is involved

In general: Police officers are approachable and it is okay to contact them if you need help/feel threatened

... are for real emergencies only! Call the ambulance/emergency doctor 📞 **112** in case of (e.g.)

- life-threatening symptoms,
- suspicion of poisoning,
- severe pain in the chest and heart area,
- after accidents (the accident victim has heavy bleeding or other serious injuries),
- for 3rd degree burns,
- etc.



Call the medical on-call service 📞 **116 117**:

outside the consultation hours of the general practitioner (at night or during weekends) if the illness or injury is **acute** but not life-threatening, e.g.

- high fever above 39/40 °C,
- for severe pain,
- etc.



Emergency medication

Pharmacy emergency service (**Apothekennotdienst**) is a service where pharmacies within a city schedule night shifts and opening hours on Sundays or public holidays. Every pharmacy should display a listing of all participating pharmacies that offer an out-of-hours and emergency service.

Make sure you pay your fees!

Without payment you will lose:

- health insurance coverage
- university enrolment
- residence permit

If you don't pay your fees you will get into trouble with **border patrol!**

For students with an European health insurance card (EHIC):

Do you want to work in Germany during your studies?

- Your original insurance becomes invalid.
- You have to get registered with a German health insurance company.

More questions regarding health insurance (e.g. payment, coverage, benefits, insurance card) ?



Patrick Dressel
Beratung Studierende
Student advisor

Phone: 0421-1761 27307
Mobile: 01520-1580735
E-Mail: patrick.dressel@hb.aok.de

AOK Bremen/Bremerhaven
Columbusstr. 1
27570 Bremerhaven
<http://www.aok.de/bremen>



Adriana da Silva Oliveira
Student advisor (foreign language skills)
Free Digital Consulting

Phone: 0800 - 333004 604-242
Mobile: 0151 - 27612011
E-Mail: Adriana.DaSilvaOliveira@barmer.de

BARMER
Domshof 11
28195 Bremen
<https://www.barmer.de/>



contact details



Matthias Kurzawski
Privatkunden- und Hochschulberater
Vertrieb

Phone: 040-46 06 51 11-204
Mobile: 0160 - 3483310
E-Mail: Matthias.Kurzawski@tk.de

Techniker Krankenkasse
Am Alten Hafen 118
27568 Bremerhaven
www.tk.de/kontakt/Matthias.Kurzawski

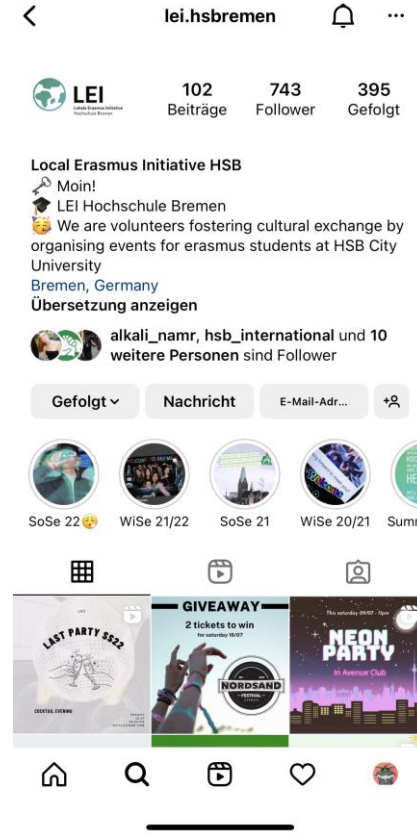
Leisure activities

The Local Erasmus Initiative (LEI):

HSB students support exchange students and organise activities, events and parties!

New WhapsApp-Group for Summer Semester 2024

Link: <https://chat.whatsapp.com/Lgzt7ICQ68IFqCktQLMY37>




Verein für Hochschulsport e.V.

Current Courses Instructors Service

Verein für Hochschulsport e.V. > Current Courses

Current Courses




© VfH e.V.

Current Courses

Many courses offer the opportunity to get a taste of new or unknown sports and forms of exercise.

[more >](#)




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Preview and Dates

Preview and Dates for current and next semester.

[more >](#)



© VfH e.V.

Facilities

Location and directions of the individual sports facilities.

[more >](#)



INFO: For registration you need a bank account with an IBAN.
If you don't have that, possibly another exchange student can help you out.



Where?

Behind the Bremen Central Station at “Bürgerweide”
(walk through the whole station
- it starts behind the station)

When?

22 of March – 17 of April

Costs?

Entry / Walking around is for free. You need to pay for the attractions individually

Orientation week

25th – 29th of March

Monday

12:00 - 13:00: Account activation & briefing on all relevant applications at HSB

15:00 - 19:00: German get together ([Neustadtswall Campus, AB building](#), room AB 516, 5th floor)

Tuesday

15:00 - 17:00: German Language Café (A1) ([Neustadtswall Campus, AB building](#), room AB 516, 5th floor)

17:00 Meet'n greet with the Local Erasmus Initiative LEI ([Neustadtswall Campus, AB building](#), room S11/S12, 10th floor)

Wednesday

10:00 - 14:00: Faculties 1 - 5 welcome & info session

15:00 - 17:00: German Language Rallye - A2, B1 & B2 (Meeting point: City centre at main stairs of the Bremen cathedral)

Thursday

10:00 - 13:00: Team building event ([Neustadtswall Campus](#), outside/ in front of the canteen)

19:00: Pub Crawl with the LEI

Friday

11:30-15:00: Bremen bike tour

17:00-21:00: Café International ([Neustadtswall Campus, AB building](#), room AB 516, 5th floor)

Wednesday – Meeting with the DIOs

Faculty 1 - Meeting with all coordinators at Werderstraße Campus // Room A01 // 10:00 am

Faculty 2 - Meeting with Antonia Ley at Neustadtswall Campus //
9:00am (Environmental Design) AB 613 // 10:00 (Architecture) AB 613

Faculty 3 - Meeting with Jana Grünewald at Neustadtswall Campus // 12:00pm // M 303 (3rd floor)
Meeting with Sabine Ganter at Neustadtswall Campus // discussed individually

Faculty 4 - Meeting with Yana Yerofeyeva at Airport Campus / Flughafenallee 10 // 11:00 am // ZIMT I-117

Faculty 5 - Meeting with DIO5 at Neustadtswall Campus // No information

Break time!

Get your semester documents & your
welcome bag



Hochschule Bremen
City University of Applied Sciences



Thank you and have a great semester!

Christiane Sgonina
Neustadtswall 30
D-28199 Bremen
Christiane.Sgonina@hs-bremen.de

Sarah Peschka
Neustadtswall 30
D-28199 Bremen
Sarah.Peschka@hs-bremen.de

Zoom Meeting International Office
When? As required
[Zoom](#)
Meeting-ID: 910 2614 9580, Code: 056877