



Welcome!

Tervetuloa! Bienvenue! **Välkommen!**

Guide

Verwelkomd!

Vitany!

for International Students

Bienvenido! **Velkommen!**
Hoş geldiniz! Benvenuto!

Willkommen!

Witamy! **Ni hao!** Benvenuto!

Bem vindo!

FH Bielefeld
University of
Applied Sciences

Akademisches Auslandsamt
International Office





Welcome!

Welcome to Fachhochschule Bielefeld's International Students' Guide. We, the team of the International Office, warmly welcome you to Fachhochschule Bielefeld [University of Applied Sciences]. We are delighted that you have decided to study at our university!

Living in a new cultural environment and coping with a foreign language is difficult enough. Therefore, we want to make your start here as easy as possible and provide you with a guide. This guide is designed to give you an idea of what it is like to study at FH Bielefeld. It also covers all you need to know to prepare for your stay in Bielefeld including a lot of useful information for your first weeks at our university.

Obviously, we cannot answer all the questions you might possibly have, but isn't part of spending time abroad learning how to cope with new situations and managing? However, if you have any further questions, please feel free to contact us. We would be happy to help you!

We wish you a good start and a successful and interesting time at the University of Applied Sciences Bielefeld.

Your International Office Team

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The International Office

The International Office is the focal point for all international activities at FH Bielefeld. We are in charge of the following tasks:

- Advising German students and teaching staff about time spent abroad
- Advising and supporting international students
- Setting up bilateral university cooperation agreements
- Acquisition and administration of third-party and project funds
- Organization of an orientation program for international students

We are your central contact for all questions during your studies at our university. Please inform us immediately of any changes during your stay in Bielefeld.

Fachhochschule Bielefeld
International Office
 Kurt-Schumacher-Str. 6
 33615 Bielefeld, Germany
 Building D
 Rooms 7 / 8

Phone: +49 521 / 106-7709 or -7710
 Fax: +49 521 / 106-7790
 E-mail: aaa@fh-bielefeld.de

Office hours: Monday to Thursday 9.30 – 11.30 am

Office Staff

Dorit Hekel

Head of International Office

Contact: Room 8
 Phone: +49 521 / 106-7710
 E-Mail: dorit.hekel@fh-bielefeld.de

Barbara Lawatzki

Coordinator for international students

- Advice on study abroad: Europe, US, Canada, Australia, New Zealand
- Expertise in organizing programs for ERASMUS mobility students & lecturers, Free Mover, Fulbright, GOstralia/Institute Ranke-Heinemann
- Coordinator of "International Summer School" at the Faculty of Business and Health Sciences
- Looking after international exchange students

Contact: Room 7
 Phone: +49 521 / 106-7709

E-Mail: barbara.lawatzki@fh-bielefeld.de

Office Hours: Monday to Thursday 9.30 – 11.30 am

Sandra Schoeß

Coordinator of ERASMUS and LEONARDO DA VINCI Internship
Speaker & representative of "Ausbildungspartnerschaft Westfalen-Lippe/AWL"

- Advice on student internships abroad: Europe, US
- Expertise in organizing programs for ERASMUS internships, Leonardo, GiZ, ISAP
- Looking after international students; STIBET coordinator
- Setting up Alumni & Alumnae-platforms
- International marketing in higher education

Contact: Room 25
Phone: +49 521 / 106-7764
E-Mail: sandra.schoess@fh-bielefeld.de

Linda Fritzsche

Coordinator of the *moveon* database

- Assistance in mobility administration

Contact: Room 028
Phone: +49 521 / 106-7576
E-Mail: linda.fritzsche@fh-bielefeld.de

Tutor for international degree students at FH Bielefeld

- Development of an integration concept for international degree students
- Organizing events for international students
- Participation in the STIBET project
- Coordination of the mentoring program

Contact: Room 25
Phone: +49 521 / 106-7764

Head of Buddy-Team

- Organization in the field of ERASMUS study/ Incomers
- Project-related work
- Mentoring of international students
- Buddy Program

Contact: Room 7
Phone: +49 521 / 106-7709

Assistant coordinator for projects, Erasmus placement and AWL

- Participation in Erasmus internship, LEONARDO DA VINCI in the "Ausbildungspartner-schaft Westfalen-Lippe/AWL"
- Project-related work

Contact: Room 25
Phone: +49 521 / 106-7764

Assistant coordinator for Erasmus mobility/outgoers

- Organization in the field of Erasmus mobility and projects
- Project-related work
- Preparation of information material

Contact: Room 7
Phone: +49 521 / 106-7709

Assistant coordinator for website content management

- Re-launch of the website, concept development
- Database maintenance
- Project-related work

Contact: Room 7
Phone: +49 521 / 106-7709

Buddy Program

In 1999, the International Office established the “Buddy program”. It is a network of students at FH Bielefeld which aims to help you as international students by:

- contacting you before your arrival in Bielefeld (via email)
- picking you up from the train or bus station
- providing help with all important formalities (registration office, health insurance, student union, bank account)
- giving a first introduction to FH Bielefeld and the faculty at which you are studying
- offering help in everyday-life (shopping facilities, sport and free time activities, etc.)

Your Buddy will contact you before you leave home for Bielefeld! For further information, please see <http://www.fh-bielefeld.de/internationales/buddy-programm>.

Studying at FH Bielefeld

What is special about studying at a “Fachhochschule”

“Fachhochschulen” are Universities of Applied Sciences and they differ significantly from other universities.

When beginning academic education today, you want to be sure that the contents of your course will not be outdated tomorrow. We apply high standards not only with regard to science, but also with regard to up-to-date practical requirements, while paying constant attention to maintaining and improving quality. In close contact with representatives of science and practice, we constantly match and customize our study contents. Academic teachers and employees from all areas of the Fachhochschule work together toward continuous improvement of standards in teaching, research and development.

Our study courses are – at a high academic level – clearly structured and stringently organized. This makes it easy to plan your studies and complete your course within the intended time. The outstanding feature of courses at FH Bielefeld is the close link between science and practice in studying, teaching and research. While still studying, you can apply the theoretical knowledge gained in lectures, seminars and workshops to your projects and practical phases. In the field of research and development, the professors of FH Bielefeld co-operate closely with regional and national companies. Project papers and examination theses are often produced in co-operation with companies or social and public institutions. Thus, many of our graduates already have good contacts with potential employers before they finish their course and are hired immediately after graduation.

Students at FH Bielefeld normally graduate within a very short time (6 semesters). Degree courses at Universities of Applied Sciences are based upon the distinctive educational objective of preparing students for their professional career by application-oriented teaching. In most degree courses, an internship is compulsory, as work experience is a big advantage for students when looking for a job after graduation.

The academic year and lecture periods

The academic year starts on 1st of September and ends on 31st of August. It is based on two semesters – a winter and a summer semester (WS and SS). Each semester is divided into a lecture and a non-lecture period (*Vorlesungszeit* and *vorlesungsfreie Zeit*).

Winter semester 01.09. – 28.02.
Lecture period middle of September – first week of February

Summer semester 01.03. – 31.08.
Lecture period middle of March – middle of July

There are normally no classes during the last 3 weeks of a lecture period. These weeks are dedicated to revision and assessment.

You will find the exact lecture periods here: www.fh-bielefeld.de/studium/pruefungsangelegenheiten/semester-und-vorlesungszeiten.

Faculties and courses of study

FH Bielefeld comprises 5 faculties (FB) in different sites in Bielefeld and Minden. You will find a site plan of all faculties in Bielefeld at the end of this guide book.

Design

Courses of study:

- B.A. Design
- M.A. Design
- B.A. or B.Sc. Media Informatics and Design

Social Sciences

Courses of study:

- B.A. Social Work
- B.A. Pedagogics of Childhood
- M.A. Applied Social Sciences

Engineering / Mathematics

Courses of study:

- B.Sc. Applied Mathematics
- B.Sc. Mechanical Biotechnology
- B.Eng. Electrical Engineering
- B.Eng. Information Engineering
- B.Eng. Mechanical Engineering
- B.Eng. Renewable Energies
- B.Eng. Production Engineering and Plastics technology
- B.Sc. Product Development Mechatronics
- B.Sc. Industrial Engineering
- M.Sc. Optimization and Simulation

Business Management / Nursing and Health

Courses of study:

- B.A. Business Studies
- B.A. International Studies in Management
- LL.B. Business Law
- B.Sc. Business Informatics
- B.Sc. Business Psychology
- M.A. Business Studies
- LL.M. Contract Design and Contract Management
- B.A. Health and medical care
- B.Sc Care & Health
- B.A. Instruction & Mentoring for Healthcare Professionals
- M.A. Vocational Education Care & Health

Architecture and Civil Engineering

Courses of study:

- B.A. Architecture
- B.Eng. Civil Engineering
- B.Eng. Project Management in Construction
- B.Eng. Project Management in Infrastructure and Logistics
- M.Eng. Integral Construction

The Faculty of Architecture and Civil Engineering in **Minden** provides useful information about studying and finding accommodation in Minden. Visit www.fh-bielefeld.de/fb2 for more information.

Academic facilities

Library

The **FH Library** consists of the library administration and six specialized libraries located close to the respective faculties. In the specialized libraries you have access to books and computers for literature and information research in the library's catalogues and data bases or the internet.

To borrow books you need a library card which will be issued to you when you show your student identity card.

In addition, you also have the opportunity to use the **Library of** Bielefeld University. Due to its location, this library is of special interest for students of Business Management and Social Studies. Again, you need a separate library card to borrow books. However, you can read books and take notes on site without a library card.

You will find opening hours and the University's library site plan on their website:

www.ub.uni-bielefeld.de/biblio/hours/

For addresses and opening hours of all FH Bielefeld's specialized libraries, please see the address register in this guide.

Computer centre

FH Bielefeld has several computer centers which you can use free of charge. Computers have the complete MS Office package, a picture-editing program, internet browsers and specific software for your studies. In addition, FH Bielefeld provides storage space in the network so that you can save files locally on the computers.

After registering on the network in the computer centre, you will get your own FH e-mail address: *forename.surname@fh-bielefeld.de*.

For opening hours please see the register in this guide.

Semester ticket

A semester ticket is available to FH Bielefeld students to use public transport (buses, trams and regional trains) free of charge in the Bielefeld/Minden region and in the whole federal state of North Rhine-Westphalia.

Your student ID in combination with your driver's license, your passport or identity card is a **valid ticket** for all public transport. Please carry these documents with you!

Please note: The services covered by the semester ticket are limited for students of the Architecture and Civil Engineering faculty in **Minden!**

For further information please consult the Transport Group at the University of Bielefeld: www.uni-bielefeld.de/stud/verkehrsgruppe.

You can find a printable overview of semester ticket coverage here:

www.uni-bielefeld.de/stud/verkehrsgruppe/downloads.html.

NRW-Ticket

Since the beginning of winter semester 2008/09, students of FH Bielefeld can use the Semester Ticket to travel throughout North Rhine-Westphalia. This means that, within NRW, you may use the regional trains RE (RegionalExpress) and RB (RegionalBahn) of the DB (German Bahn), the NWB (NordWestBahn) and the eurobahn as well as the tram/subway (second-class only). Another thing you should know: different local regulations apply for special types of transport services (e.g. taxis, airport bus lines, disco- and night buses etc.), and it depends on the type of transport whether you have to pay extra or not.

Eating and drinking

Studentenwerk Bielefeld (Bielefeld Student Union) provides students with several canteens and cafeterias on the university and Fachhochschule campuses. By presenting your student ID you can buy cheap meals, snacks and drinks (warm and cold) – no matter which faculty you belong to. Payment is usually cash. A lunch costs between 2,00 € and 3,00 €.

If you are studying at the **Faculty of Business Management**, the university canteen is your nearest option for lunch. Please note that you can only pay with an electronic chip card (5,00 € deposit). You can get this card directly in front of the main canteen in the university. All other Student Union facilities in the university building also accept cash.

The **Faculty of Design** does not have its own canteen. However, the local cafeteria also provides warm meals.

Sports and leisure time facilities

There are sports halls and a swimming pool in the main university building which you can use free of charge. There is also a sports program with a wide variety of courses such as yoga, football or basketball. For more details, please see this website:

www.uni-bielefeld.de/Universitaet/Serviceangebot/Sport/. There you can also find out where you have to enroll for the courses.

Bielefeld and Minden

The City of Bielefeld

- Located between Dortmund and Hanover
- Approx. 330,000 inhabitants
- One of the 20 biggest cities in Germany
- City with six universities with approx. 30,000 students
- Interesting cultural, sports and leisure time facilities
- The town's landmark is the historic "Sparrenburg" castle with a splendid view of the city

Beside theatres, museums and cinemas, Bielefeld has a large variety of bars, restaurants, pizzerias and discotheques with different music styles.

You will find more information about Bielefeld on the website www.bielefeld.de.

The City of Minden

- Located about 40 km north of Bielefeld
- More than 85,000 inhabitants
- Centre of administration and business of the district of Minden-Lübbecke
- Pretty, old town-centre with historical buildings (such as the 1000-year-old cathedral)
- Numerous sports and leisure facilities

Learn more about Minden on the website www.minden.de.

Preparation for your stay

Linguistic preparation

While adequate knowledge of the German language is not a 'must' to study at FH Bielefeld, it obviously makes your stay and your studies much easier because most of the lectures are held in German and only a few will be offered in English.

So we strongly recommend you take German classes before coming to Germany.

We also arrange an orientation week for our international students and offer a free German class customized to your individual knowledge. Benefit from this opportunity!

Finding accommodation

The International Office provides an accommodation service for international students and will send you an accommodation application form. It is important to send this form back early because the rooms are allocated on a first come–first served basis. Otherwise you will have to find accommodation on your own.

Halls of residence

The local halls of residence are administered by Bielefeld Student Union and are situated in the immediate vicinity of the main university building and the Fachhochschule. The International Office currently has the following halls of residence:

- Universitätsstr. 1 for 235,00 € per month
- Morgenbreede 29 and 31 for 245,00 € per month

Most of our accommodation is fully furnished. However, this does not include blankets, sheets, pillows or towels. If you would like to see what your future accommodation looks like, visit the following website: www.studentenwerkbielefeld.de and click on “Wohnen” (“Accommodation”) at the left side of the page.

Private accommodation

Private accommodation in Bielefeld and surroundings can be found on information boards on campus and in the Saturday edition of the local newspapers *Neue Westfälische* and *Westfalen-Blatt*.

The cheapest alternative is staying in a **Wohngemeinschaft** (a so-called **WG**; flat share). In German WGs, each resident usually has his own room whereas the kitchen, living room and bathroom are shared with flatmates. WGs are a really good opportunity to improve your German language skills. Admittedly, rooms in WGs are normally offered unfurnished.

Reading through the property advertisements, you will find that they have their own system of **abbreviations**:

1 ZKB	1-room apartment with kitchen and bathroom
1 ZKD	1-room apartment with kitchen and shower
2 ZKB	2-room flat with kitchen and bathroom
KM (Kaltmiete)	Monthly rent without electricity, heating and warm water. Ask your landlord about additional costs.
KT (Kaution)	Amount of money you have to give as a deposit to your landlord before moving in. You will get it back after moving out again.
NK (Nebenkosten)	Additional costs: electricity, gas, water, heating etc.
NR	Non-smoker
WG	Flat share
WM (Warmmiete)	Rent including additional costs (heating, electricity and warm water)

The International Office is happy to help you with further questions.

The so-called “*Mitwohnzentrale*” (Letting Agency) on www.mitwohnzentrale.de is also a good alternative for finding private accommodation for only a few months. On this website people offer rooms and flats for a few weeks or months. The big advantage is that these habitations are normally completely furnished. In every case, you must respect the landlord’s rules and regulations.

Youth hostels

If the worst comes to the worst, you can stay in a youth hostel for a few nights. An overnight stay (including breakfast) costs at least 26,80 € and has to be reserved in advance.

To stay there, you must be a member of either the German Youth Hostel Association or an international hostel association.

Youth Hostel Bielefeld
Hermann-Kleinewächter-Str. 1
33602 Bielefeld
Germany

Phone: +49 521 / 52205-0
Fax: +49 521 / 52205-110
E-mail: jgh-bielefeld@djh-wl.de
www.lvb.westfalen.jugendherberge.de/bielefeld

Insurances

Health insurance

There are two different kinds of health insurances in Germany: compulsory and private. All students studying in Germany must have adequate health insurance. Proof of insurance must be presented when you enroll for your courses – without sufficient health insurance you cannot be enrolled at FH Bielefeld.

If you come from an EU member state or from another country which has insurance agreements with Germany, your health insurance is already covered by your national health scheme and thus you are exempt from the German Statutory Health Insurance for Students (*Gesetzliche Krankenversicherung für Studierende*). Please bring an appropriate insurance certificate (E 128 form or equivalent), completed by your insurance company in your home country. On presenting this form at a German public health insurance company, you will be issued the exemption certificate required for enrolment.

If you have private health-care cover in your home country, and the insurance continues during your period of study in Germany, you might also be able to claim exemption from the German Statutory Health Insurance for Students. You will need a certificate issued by your insurance company at home along with a German translation, stating the type and the extent of your insurance (this must fully cover medical and dental treatment, the cost of prescribed medication and normal hospital care).

All other students must obtain insurance cover from the German Statutory Health Insurance for Students. The monthly rates are about 70,00 €, and the insurance covers expenses for medical and dental treatment, hospital care and a contribution to all prescribed medication. More information on this can be obtained from the AOK (*Allgemeine Ortskrankenkasse*, one of the compulsory health insurance funds; see address register).

Liability insurances

We recommend all our students take out **liability insurance** (*Haftpflichtversicherung*) to cover any accidental damages or harm you might cause to property and other persons. Liability insurance costs approximately 5,00 € per month.

If you intend to drive your own car in Germany, you are legally obliged to procure **motor liability insurance** (*Kfz-Haftpflichtversicherung*).

Student visa

Citizens of the European Union do not require a student visa. Students from all other European Countries, Australia, Canada, Israel, Japan, New Zealand, the USA and other countries need a student visa. Detailed information on entry regulations can be obtained from the German consulate or embassy in your home country or on the website of the German Foreign Office (*Auswärtiges Amt*): http://www.auswaertiges-amt.de/EN/Startseite_node.html.

Please do not try to enter Germany on a tourist visa only because it cannot be converted into a student visa!

Please enclose your letter of acceptance from Fachhochschule Bielefeld with your visa application. If you intend to take part in an intensive language course before starting your studies in Bielefeld, you should apply for an Entry Visa for Educational Purposes (*Einreisevisum zu Stu-*

dienzwecken) for both language course and course of studies. As legal formalities can vary from country to country, you should contact the appropriate consulate in good time (approximately 10 weeks before wishing to enter Germany).

Students with disabilities

Most of the Fachhochschule and university facilities, buses and tram stops are wheelchair-accessible. However, please inform the International Office as soon as possible about any kinds of disabilities so that we can make individual arrangements.

Document checklist

When coming to Germany, please bring the following documents:

- Document of enrolment of your home university
- Letter of acceptance from Fachhochschule Bielefeld
- Appropriate insurance certificate from your home country (E 128)
- Valid identity card or passport (if you are a Non-EU citizen)
- Student visa for studying in Germany if necessary
- Proof of sufficient financial resources (*Finanzierungsnachweis*)
- 4 passport photos
- Curriculum Vitae
- Sufficient cash for the semester contribution fee

Arrival in Bielefeld

Date

When organizing your trip to Bielefeld please remember to arrive

- by the beginning of March in the Summer Semester and
- by the beginning of September in the Winter Semester.

If you are not able to be here by the required date or if any major delays occur during your journey, please inform the International Office in time.

How to get to Bielefeld

Situated in the west of Germany, Bielefeld is well served by major road and train links. For students travelling by plane there are four international airports within easy reach.

By plane

All German airports have good connections to the public transport system. The nearest international airports are Paderborn/Lippstadt (approx. 50 km), Dortmund (approx. 90 km), Hanover (approx. 115 km) and Düsseldorf (approx. 180 km). Ask for special student offers!

By train

Bielefeld is on the ICE network of the Germany Railway Company (*Deutsche Bahn AG*), and there are trains to your destination Bielefeld Central Station (*Bielefeld Hauptbahnhof - Hbf*) from many European Cities. Your Buddy will welcome you at the Bielefeld Hbf! More help (in different languages) with planning your journey by train, and train schedules can be found on the www.bahn.de website.

By car

Bielefeld is easily accessible from the A2 highway. If coming by car, you must procure motor liability insurance. At the border you must show the international green insurance card. There is an exception for cars from Austria, Belgium, Denmark, Finland, France, Great Britain, Hungary, Ireland, Italy, Lichtenstein, Luxembourg, Monaco, the Netherlands, Norway, San Marino, Sweden, Switzerland, the Czech Republic and Slovakia.

The German motor highway network has a total length of approximately 11,800 kilometers. In Germany you do not have to pay a road charge (“Maut“) for cars.

When driving a car in Germany, you must respect the road traffic regulations! You can get further information from your national car association or from the website www.adac.de. For example, it is compulsory to fasten seat belts! It is also very important to observe the speed restrictions. Driving too fast can be very expensive as there are many radar speed checks on highways, country roads and in the cities.

The alcohol level in your blood stream must not be higher than 0.5 per mill. If the level exceeds this limit, you risk losing your driving license. If the police stop you when riding a bike, you can lose your driving license if the alcohol level in your blood stream is too high. Therefore: don't drink and drive!

How to get to the International Office

By tram from Bielefeld Central Station

From the central station take tram No. 4 heading to “Universität/Lohmannshof“, and exit at the station “Bültmannshof“. On your left you will find a metallic column with the FH Bielefeld logo. The International Office is situated in building D on your left hand side.

Tram tickets can only be obtained from vending machines at the station. A single ticket currently costs 2,10 €. The use of public transport in Bielefeld will be free of charge as soon as you have received your student ID.

After your arrival

Pick-up service from the station

Your Buddy will meet you when you arrive and will show you your new accommodation. S/he will accompany you through your first weeks in Bielefeld, offering a helping hand and giving advice when needed.

Orientation week

When you arrive in Bielefeld, the International Office organizes an orientation program for international students. Participation is compulsory because all important administrative aspects will be completed then (for further information please see the following pages). The program also includes information sessions, German classes, a welcome party and other social events. It helps new students to find their way around Bielefeld and surroundings, and to make new friends.

Applying for a residence permit

As German law requires you hold an official residence permit, you must register with the local Foreigners Registration Authority (*Ausländerbehörde*).

EU and EEA (European Economic Area) citizens also need a residence permit when staying longer than three months in Germany. They have to apply for the permit within the first three months of their stay.

To register you need the following documents:

- Valid identity card or passport
- 2 passport photos
- Letter of acceptance from FH Bielefeld
- Confirmation of registration
- Proof of sufficient financial resources (*Finanzierungsnachweis*) for the length of your stay
- Appropriate insurance certificate from your home country (E 128)

You will then receive your residence permit (*Aufenthaltsgenehmigung*).

Registration of domicile

Like all citizens in Germany, foreign exchange students and interns living in the Bielefeld region have to register their domicile at the local **Registration Office**.

This must be done within the first 10 days of your stay in Germany. To do so, you need the following documents:

- valid identity card or passport,
- your visa (if required) and
- your rental agreement

You will then receive a registration certificate (*Meldebescheinigung*) from the Registration Office.

Please do not forget to give notice of departure when going back to your home country!

Registration Office

Aliens Department (*Ausländerbehörde*)

New town hall of the city of Bielefeld

Niederwall 21-23

33602 Bielefeld

(00 49) 521 51-66 66

Health insurance

We will help you to comply with all formalities. To do so, you will meet a representative of the *AOK*. Depending on the insurance coverage in your home country, you either have to show the completed documents from your home health insurance (E 128) or you have to take out insurance here in Germany. No matter if you receive an insurance chip card or an exemption certificate from the *AOK*, always carry those documents with you!

Semester contribution fee

The semester contribution fee is not a tuition fee, so no exemptions are possible. It supports the Student Union (*Studentenwerk*) and other activities within the Fachhochschule's academic and social life. It also covers a semester ticket which allows you to ride all buses and trams in Bielefeld and all regional trains from Bielefeld free of charge.

You should pay your semester fee (at present 209,38 €) by transferring the money when you open a bank account (Sparkasse).

Enrolment (*Immatrikulation*)

The International Office does the main part of enrolment for you. You only have to sign the documents in the course of the orientation week; the International Office will do the rest!

Your student ID will be sent to you by post in about seven days.

Opening a bank account

Your Buddy will help you open a bank account at Sparkasse Bielefeld or at Sparkasse Minden (if you are studying in Minden). The staff at the bank will be happy to explain the various types of accounts and will help you decide which type is best for you. Student accounts are normally free of charge, and you will receive a customer card which allows you to withdraw money from cash machines.

Registering on the Fachhochschule computer network

In combination with your student ID, you will also receive your personal password for computer access to the FH computer network. Access must first be activated by a computer centre employee. Please ask the contact person in your faculty. You will find more information on the computer centre website: www.fh-bielefeld.de/dvz/info.

General information

Employment and work permit

Most students on exchange programs hold a partial or a full scholarship from their home institution or from other organizations. Nevertheless, some students get only very little or no subsidies and might need part-time work to cover their living expenses. Before coming to Bielefeld, you should assess your financial means early and realistically before leaving.

As a full-time student you will not have much time to work. The semester break might be the only time for working. If you think about working part-time in Germany, you must observe German labor law regulations for international students.

Most students from non EU-countries are not allowed, under the terms of their visa, to work more than 90 days per year parallel to their studies. EU-students are generally subject to the same conditions as German students. All German and international students earning more than 400 € per month must pay contributions to the German pension fund. These contributions are transferable within the EU.

For most employment you need a German tax card which can be obtained from the Citizens' Bureau (*Bürgerbüro*).

Medical care

There is an area-wide network of general practitioners and medical specialists in Germany. The patient has to pay a consultation fee (*Praxisgebühr*) of 10,00 € in cash for each quarter.

If you come from an EU-member state or from another country which has insurance agreements with Germany:

Present the voucher from the AOK to the doctor or the dentist. This will enable him to bill your national health insurance directly. You only have to pay a **consultation fee** (*Praxisgebühr*) of 10,00 € for each quarter. You will not receive an invoice

If you are a member of the AOK in Germany:

Present your insurance chip card to the doctor.

If you have private health care cover: No matter if it is German insurance or insurance from your home country, you will be treated as a private patient and you will be billed directly.

If you need a doctor, ask your Buddy to recommend one. You can also look one up in the Yellow Pages telephone directory (*Gelbe Seiten*) under 'Ärzte'. To avoid long waiting times, call the doctor first and make an appointment!

Accidents and emergencies

Police	110
Fire Brigade, Emergency	112

You can dial these numbers **free of charge** from all public phone boxes and phones – even if you do not have any credit on your phone!

Banks

Banks are open in Germany from 9.00 to 16.00 on weekdays, and until 18.00 on Thursdays. Exchange offices at airports and some major train stations are also open on weekends.

The most important German banks are: Sparkasse, Volksbank, Postbank, Commerzbank, Deutsche Bank and Dresdner Bank. All these banks also offer online-banking.

Shopping

Germany is a fairly expensive place for students to live compared to other countries in Europe. Depending on your place of study, living expenses can vary significantly. Living in Munich for example is much more expensive than in Rostock or the Ruhr District. Bielefeld has a medium level of prices.

People in Germany normally pay by cash more so than in other countries. However, most stores and retailers accept credit cards or bank cards. Smaller grocery stores usually only accept cash.

Shopping hours

Shopping hours vary considerably, depending on the type of shop. Bakeries usually open at 6.00 or 6.30 in the morning, supermarkets between 8.00 and 9.00 while department stores and shopping centers in the city centre do not open before 10.00. In the evening most smaller shops close around 18.00, supermarkets are open until 20.00 (some even until 22.00), on Saturdays until 20.00. Shops are closed on Sundays, but you will find durable items such as long-life milk, cold drinks and sometimes even fresh products at petrol stations and kiosks.

German public holidays

Some public holidays are national bank holidays, whereas many religious holidays only apply in certain federal states. Public holidays in Bielefeld and Minden are subject to the regulations of North Rhine-Westphalia (NRW).

You will find an overview of all current public holidays at: www.feiertage.net/frei-tage.php.

Climate and clothing

The German winter can be fairly cold, and we often have snow and temperatures well below zero. You should think about warm jackets and jumpers when you are packing your suitcase. It rains very often in spring and autumn so bring rainwear and good footwear. In the summer the average temperature is about 20°C, although the thermometer often clatters over the 30°C mark. Be prepared for all weathers!

Living expenses

Your monthly living expenses will be approximately 400,00 € plus rent. Every student who has paid the semester contribution fee (209,38 €) receives a student ID which can be of value in your everyday life. It enables you to use the library and public transport in Bielefeld free of charge.

Post offices

The post offices have different opening hours. Normally, they are open from 9.00 to 18.00 on weekdays. Many district offices are closed over lunch-time. Postage for a standard letter within Europe costs 0,75 €. You will find more information under www.post.de.

Laundry service

If you do not want to wash and iron your laundry by yourself, you can use a laundry service. This is quite expensive, however. Launderettes where you have to pay approximately 5,00 € for one machine load of clothes are a cheaper option.

Normally, all students' residences have washing machines in the basement. Washing is much cheaper here. Ask the local janitor or your housemates.

Telephones and mobile phones

If you want to call your friends and family in your home country, remember to dial the international area code, for example 0048 for Poland or 001 for Canada and the United States.

Telephone boxes

There are two different kinds of payphones in Germany: coin phones and phone-card phones. You can buy phone cards in all T-Com (*German Telekom*) shops called "*T-Punkt*".

Telephone directory

You can get a telephone directory in every post office. You can also look up numbers online under www.telefonbuch.de.

Private mainline telephones

There are usually no mainline telephones in the halls of residence. However, you can buy one at the T-Com or other phone companies. The basic fee is approximately 20,00 € plus time rate.

Mobile phones

You can also use your mobile phone in Germany. It is a good idea to take advantage of one of the many German wireless companies' prepaid offers. Your Buddy will give you more information or just compare online by yourself: www.billig-tarife.de/handytarife/index.htm.

GEZ

The GEZ (German TV Licensing Office; *Gebühreneinzugszentrale*) is the central institution of German broadcasting corporation under public law responsible for client and fee administration based in Cologne. The GEZ collects fees for radio receivers (such as televisions, radios and, since 2007, also computers with TV options and mobile phones). It is legitimized by the "*Rundfunkfinanzierungsstaatsvertrag*" (Treaty of Financing Public Broadcasting). Under certain conditions students can be exempt from the GEZ fee. You will find more information on the website www.gez.de.

University vocabulary

AStA	<p>The so called AStA (<i>Allgemeiner Studierendenausschuss</i>) is a committee of students from all faculties at FH Bielefeld elected by students. Its function is to represent students' social and financial needs and interests concerning university policy. AStA representatives are members with voting power in all committees of the FH Bielefeld and participate in all important decisions on university policy. The AStA offers help in social matters, supports students with problems and questions concerning academic life, and makes contacts to legal advisors.</p> <p>AStA Fachhochschule Bielefeld Kurt-Schumacher-Str. 6 33615 Bielefeld +49 521 / 106-7723 www.asta.fh-bielefeld.de</p>
BAföG	<p>The so called BAföG (<i>Bundesausbildungsförderungsgesetz</i>) is a loan compounded of an interest-free loan and a government grant that does not have to be paid back. Under certain conditions, BAföG is granted to students. Grants depend on parents' income.</p> <p>In particular cases, exchange students also can be entitled to receive BAföG. Please ask the Student Union for further information.</p>
Dean	A dean is the head of a university faculty.
Student Representation	The student representation (<i>Fachschaft</i>) represents students' interests in the faculties. They organize orientation programs for first-year students and offer course guidance. The student representation also helps with all kind of problems and questions concerning courses and faculties.
Klausur	" <i>Klausur</i> " is the German word for exam.
Kommilitone	The German word for fellow student is " <i>Kommilitone</i> ".
Matriculation Number	<p>The number on your student ID allows clear identification. At FH Bielefeld, this number consists of six ciphers:</p> <p>Cipher 1 describes the faculty, Ciphers 2 + 3 describe the year of enrolment, Ciphers 4 – 6 are consecutive numbers. 000 – 499 means that the student has enrolled in the summer semester, 500 – 999 indicates enrolment in the winter semester.</p>
Orientation Week	Program organized by the International Office and the Buddies to help you to acclimatize to Bielefeld.
Mensa	" <i>Mensa</i> " is the German word for canteen.
Semester Ticket	Your student ID in combination with your passport/ID card, allows you to ride all public buses and trams in Bielefeld and all regional trains from Bielefeld and Minden free of charge.

- Scholarship** A scholarship is financial aid from various institutions given to students. Applicants have to fulfill certain qualifications/ conditions in order to receive a scholarship. Often, a scholarship is awarded for outstanding achievements or for reasons of hardship.
- Consultation Hours** The German translation is “Sprechstunde” or “Sprechzeiten”; this is the time when you can consult a professor to ask him or her questions about their lectures.
- Student Union** The Student Union (*Studentenwerk*) is a public corporation which works together with the university. It takes care of many aspects of campus life and student services (such as halls of residence or canteens).

Addresses and opening hours

Student Union Bielefeld

Accommodation

Universitätsstraße 25
33615 Bielefeld
Phone: +49 521 / 106 34 41, -43, -44
Fax: +49 521 / 106 6406
e-Mail: wohnen@studentenwerk-bielefeld.de

Consultation Hours:

Mondays, Tuesdays, Thursdays and Fridays
from 9.00 to 12.00
Tuesdays also from 13.30 to 15.30 in the main
university building
Level C2, Room 121, 123, 127

AOK Bielefeld Students' Service

Universitätsstraße 25
33615 Bielefeld
Phone: +49 521 / 911 7890
Fax: +49 521 / 911 78920

Consultation Hours:

Monday to Wednesday from 8:30 to 16:00
Thursday from 8:30 to 17:30 h
Friday from 8:30 to 14:00
Level D1, Room 121

Faculties

Please note: There are special opening hours during the semester break!

1 Design

Address

Lampingstr. 3
33615 Bielefeld

How to get there:

Tram No. 4, station "Rudolf-Oetker-Halle"

Opening Hours	Library	Canteen	Cafeteria	Computer Centre
Mo – Thu	09:00 - 17:00	-	08:30 - 16:00	09:00 - 22:00
Fr	09:00 - 15:30	-	08:30 - 16:00	09:00 - 22:00

2 Engineering and Mathematics

3

Address

Wilhelm-Bertelsmann-Str. 10
33602 Bielefeld

How to get there:

Bus 24 | 25 | 26
Station "FH | Wilhelm-Bertelsmann-Straße"

Opening Hours	Library	Canteen	Cafeteria	Computer Centre
Mon – Thu	08:30 - 16:30, Tue 08:30 - 12:00 and 12:45 - 16:30	11:30 - 14:00	08:30 - 15:30	-
Fr	08:30 - 15:00	11:30 - 13:30	07:30 - 14:00	-

4 Social Sciences

Address

Kurt-Schumacher-Str. 6
33615 Bielefeld

How to get there:

Access via Voltmannstraße
Tram No. 4, station "Bültmannshof"

Opening Hours	Library	Canteen	Cafeteria	Computer Centre
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Mon - Thu	08:30 - 16:30	11:30 - 14:00	Mon - Wed	08:00 - 17:00
			08:30 - 15:30	
			Thu 08:30 - 15:00	
Fr	08:30 - 16:30	11:30 - 13:30	08:30 - 13:30	08:00 - 15:00

5 Business Management

Address
Universitätsstraße. 25
33615 Bielefeld

How to get there:
Main university building
Tram No. 4, station “Universität”

Opening Hours	Library	Canteen	Cafeteria	Computer Centre
Mo - Thu	08:30 - 17:00	11:30 - 14:00	08:00 - 20:00	08:00 - 20:00
Fr	08:30 - 15:30	11:30 - 13:30	08:00 - 20:00	08:00 - 17:00

6 Architecture and Civil Engineering

Address
Artilleriestr. 9
32427 Minden

How to get there:
Bus 1 (direction: Parkhotel) from the central bus station in Minden, get off at station “Steinstraße”

Opening Hours	Library	Canteen	Cafeteria	Computer Centre
Mo - Thu	08:30 - 17:00	11:30 - 13:30	08:30 - 15:30	-
Fr	08:30 - 14:00	11:30 - 13:30	08.30 - 14:00	-

7

Mathematics and Technology

8

Nursing and Health

Address
Am Stadtholz 24
33609 Bielefeld

How to get there:
Bus 24 | 25 | 26, station “Seidenstickerhalle”

Opening Hours	Library	Canteen	Cafeteria	Computer Centre
Mo - Thu	08:30 - 16:30	<i>see Faculty of Engineering and Mathematics</i>	07:20 - 09:00	08:15 - 17:00
Fr	08:30 - 15:00		09:30 - 15:00	08:15 - 16:00
			07:30 - 09:00	
			09:30 - 14:00	

FH Bielefeld faculties

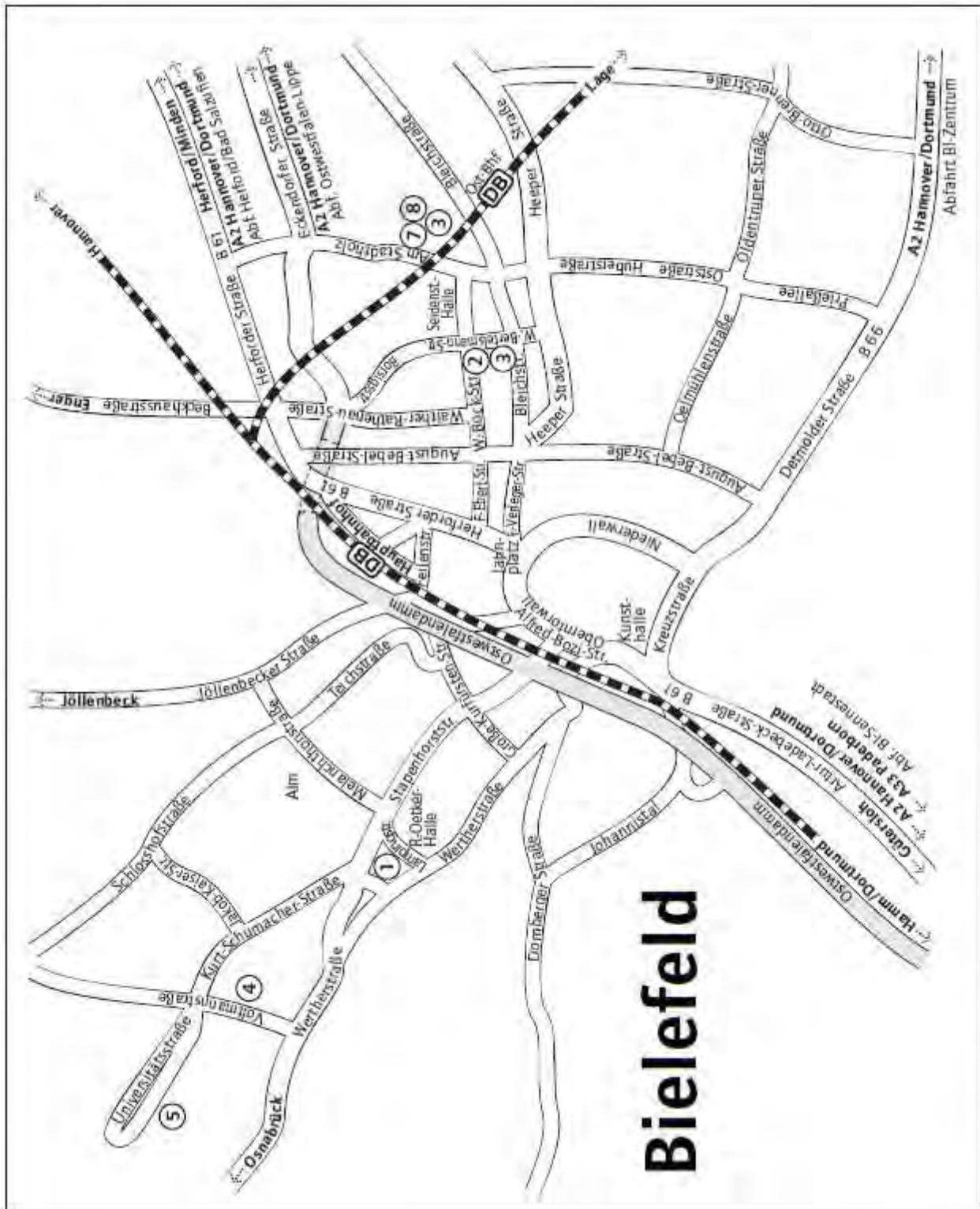


Fig. 1: Faculties in Bielefeld

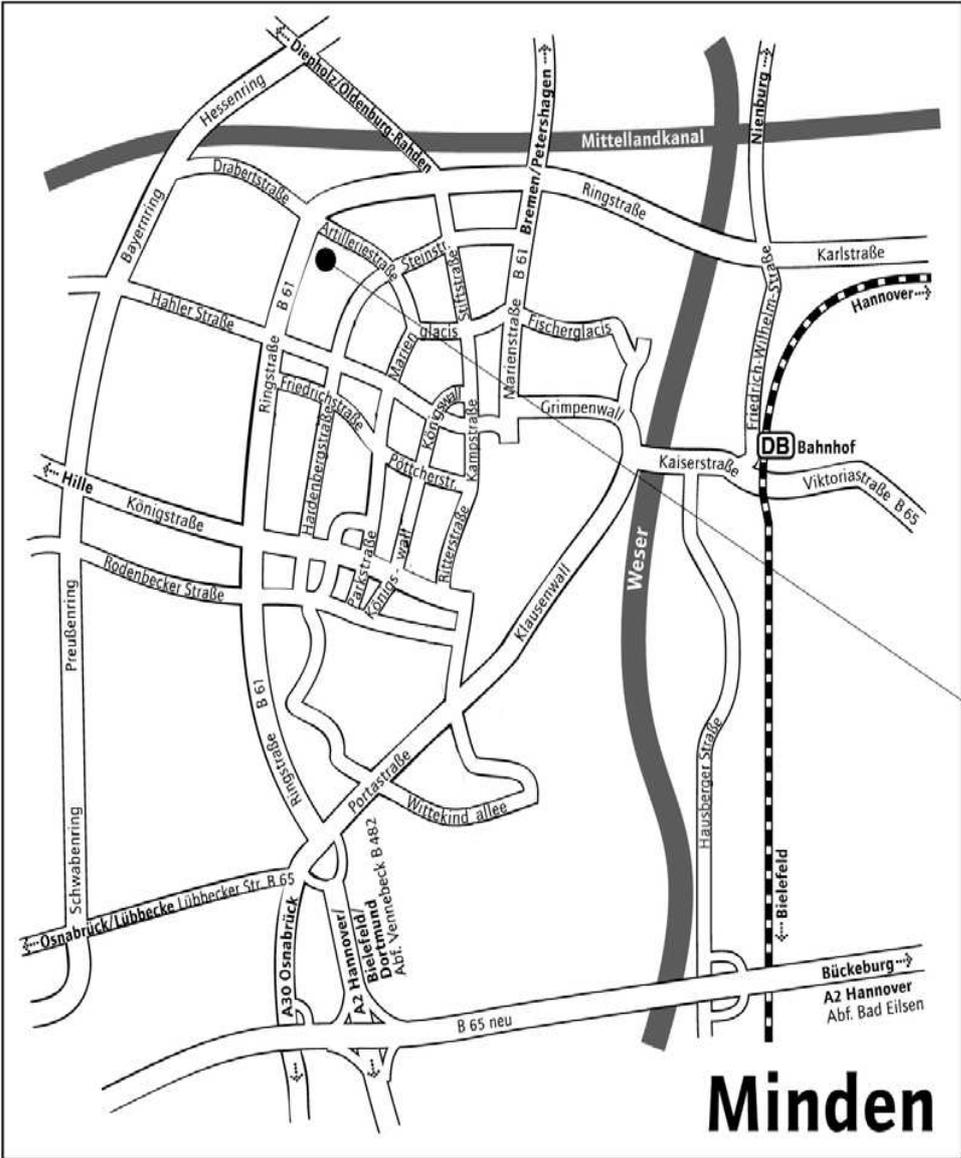
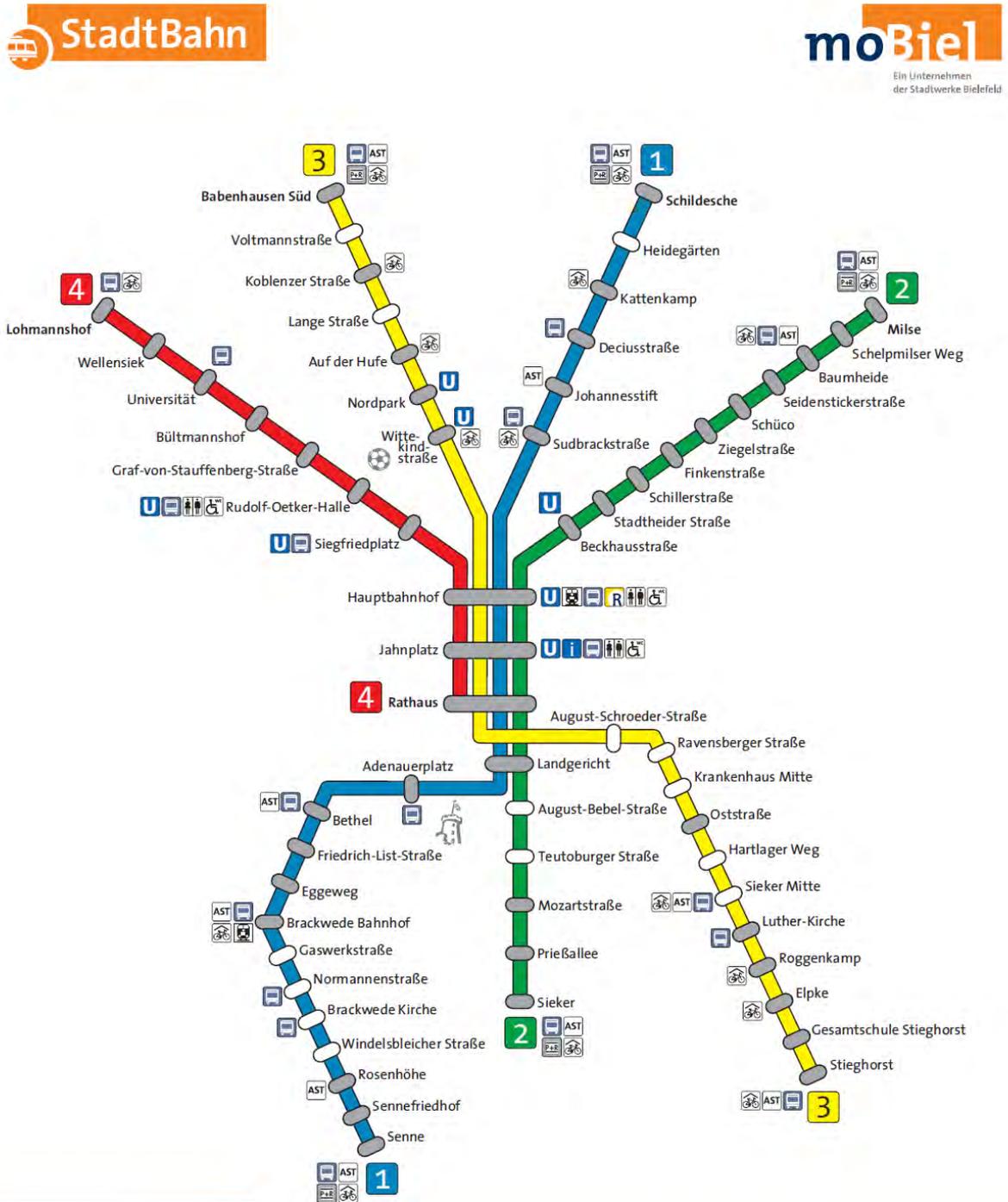


Fig. 2: Faculties in Minden

Tramways in Bielefeld



Ihre StadtBahn-Linien:

- 1** Senne – Jahnplatz – Schildesche
- 2** Sieker – Jahnplatz – Milse
- 3** Stieghorst – Jahnplatz – Babenhausen Süd
- 4** Rathaus – Jahnplatz – Universität – Lohmannshof

i ServiceCenter moBiel / moBiel Haus	AST Anruf-Sammel-Taxi
U Haltestelle im Tunnel	B Bahnhof
U Umsteigemöglichkeit zum Bus	R Radstation moBiel
P+R Park and Ride	♿ Toiletten
🚲 überdachter Fahrradstand	♿ barrierefreie Haltestelle

Stand: September 2010

Fig. 3: Tramways in Bielefeld

NightBus and NightExpress

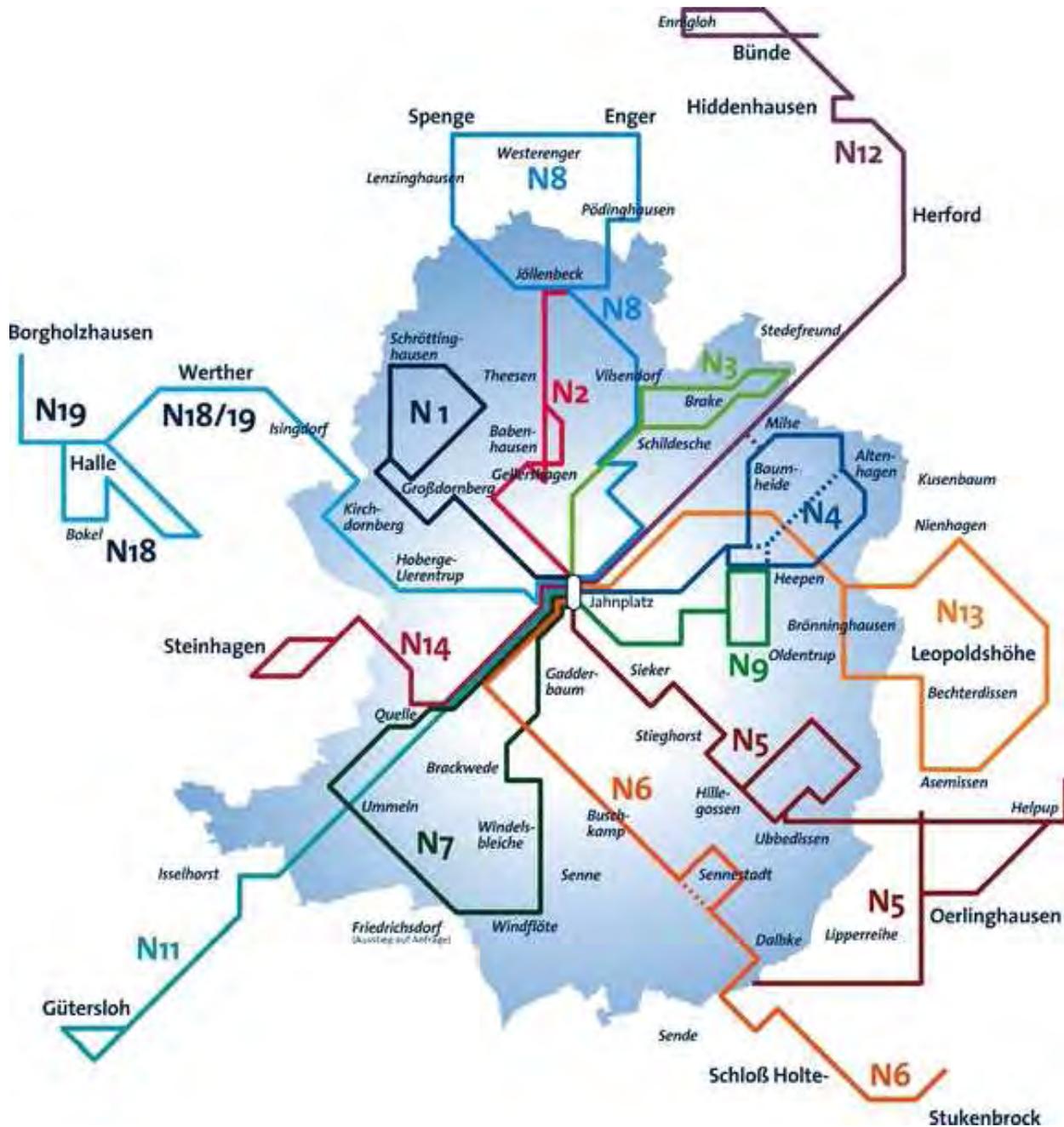


Fig. 4: NightBus Bielefeld

Map of Bielefeld's surroundings



Fig 6: Map of Bielefeld's surroundings

Map of distances



Fig 7: Map of Distances Germany/Bielefeld

Ten must-see cities in Germany

Berlin



Fig. 8: Brandenburg Gate



Fig. 9: Museum Island

Berlin is the capital of Germany and the largest city size-wise. With 3.4 million inhabitants it is also the most populous metropolis in the Federal Republic.

Because of the great variety of art and culture and the many iconic places Berlin has to offer, it is extremely popular with tourists and one of the most-visited cities in Europe.

Brandenburg Gate, Berlin Cathedral, Kaiser Wilhelm Memorial Church (Gedächtniskirche), Charlottenburg Palace and Bellevue Palace, the residence of the German President, are just some of the capital's world-famous buildings.

One of the city's landmarks is the red-brick Red City Hall, the seat of the Mayor and the Senate of Berlin. Another landmark is the Berliner Fernsehturm (television tower), which at a height of 368 meters is Germany's tallest structure. In nice weather, tourists can enjoy a particularly good view of Berlin from the observation platform, or a meal in the revolving restaurant at the top of the tower.

One absolute must-see is the Gendarmenmarkt and its three monumental buildings; Berlin Cathedral, the Französischer Dom (Cathedral) and the Konzerthaus (Concert Hall).

Don't go home without visiting Berlin's 3.5-km shopping mile on the Kurfürstendamm, Checkpoint Charlie, one of the most famous border crossings between East and West Berlin in the former German Democratic Republic, and the Siegessäule (Victory Column). Berlin's list of most popular and iconic places also includes Alexanderplatz - a central square and traffic junction in the "Mitte" district of the city.

The two rivers "Havel" and "Spree" flow through the city. Why not take a boat trip on the Spree, starting at Charlottenburg Palace and ending at Alexanderplatz, sailing right around downtown Berlin.

Berlin has over 170 museums for museum lovers: just some of them for example the Pergamon Museum, the Alte Museum (Old Museum) and the Neue Museum (New Museum) and the Alte Nationalgalerie (Old National Gallery) are on "Museum Island", which has been a UNESCO world heritage site since the end of the 1990s.

If you prefer flora and fauna, you will love the Botanical Garden, a centre of scientific research and a recreation park, or the Zoological Garden with over 1,500 species. These are just two of the numerous gardens, because as with all the other sights Berlin has to offer, its range of parkways and zoos is boundless.

Hamburg



Fig. 10: City Hall



Fig. 11: Port of Hamburg

Hamburg is in the North of Germany and the country's second-largest city with just under 1.8 million inhabitants. Nevertheless, it is 6th on the list of the largest metropolitan areas in the European Union.

The port of Hamburg is ranked high in Germany and also in Europe, being Germany's largest and Europe's second-largest port.

With its teeming cultural life and countless sightseeing attractions, Hamburg is one of the most popular and sought-after tourist destinations.

The city's most important attractions include:

- St. Michaelis Church (colloquially called "The Michel"), one of the finest Baroque churches in Northern Germany, unmistakable with its copper cap and 132-m spire.
- the port of Hamburg which doesn't just welcome you to look at the ships; it offers you a tour of the port, a weekly fish market and annual birthday celebrations. Musical fans can see "The Lion King" in the Theater am Hafen.
- the Reeperbahn in Hamburg's St. Pauli district. The most famous 930-m. street in Hamburg's entertainment and red-light district is lined with cafés, restaurants, night clubs and music clubs, discotheques and fringe theatre.
- Hamburg City Hall, seat of the parliament and government of the Free and Hanseatic City of Hamburg. Exhibitions are held in the lobby and guided tours are offered daily. With a 111-m wide facade and a 112-m tower, the City Hall, which was built in 1897, is a feast for architecture enthusiasts.

Hamburg has a total of 60 museums, but if you are more into art, check out the large number of prominent art collections in Hamburger Kunsthalle or the Museum für Kunst und Gewerbe. If you prefer nature, Altonaer Volkspark, the largest public park in Hamburg, is the right place for you.

Cologne



Fig. 12: Cologne Cathedral



Fig. 13: City Hall



Fig. 14: Chocolate Museum

Cologne is the largest city in North Rhine-Westphalia and with just under 1 million inhabitants, it is the fourth most populous city in the Federal Republic and the third-largest in terms of surface area.

The city on the river Rhine, whose history goes back to 50 AD, is a national and international centre of business and culture.

The city's main landmark, the Kölner Dom (Cologne Cathedral) with its two spires and height of 157.38 meters, has been a UNESCO World Heritage site since 1996. This Gothic cathedral is Europe's second-tallest church building and the third-tallest in the world.

Cologne also has many other historic buildings which are well worth a visit, including the City Hall, built in the 14th century, and Great St. Martin, one of Cologne's 12 large and important Romanesque churches which were built even before the Kölner Dom.

To marvel at first-class collections, visit:

- Museum Ludwig with exhibitions of 20th and 21st century modern and contemporary art and the third-largest Picasso collection in the world.
- The Wallraf-Richartz-Museum with medieval and Baroque paintings and prints, as well as masterpieces from the 18th and 19th century including Monet, Renoir and Cézanne.
- The Roman-Germanic Museum with over 3 million artifacts dating from the Roman Empire to the Merovingian period.

Those with a sweet tooth are in for a treat at the Chocolate Museum, one of the ten most visited museums in Germany. Chocolate-coated waffles are handed out to visitors at the 3-meter high chocolate fountain. Not to be missed!

A visit to the Botanical Garden, which has been providing recreation for almost 100 years, and of course a boat trip on the Rhine are further highlights for tourists.

Frankfurt am Main



Fig. 15: Römer (Frankfurt City Hall)



Fig. 16: Skyline of Frankfurt

With about 672,000 inhabitants, Frankfurt is the largest city in Hessen and the fifth-largest in Germany.

Frankfurt is also the only German city to be included on the list of internationally important Alpha World Cities.

The city is a favorite with tourists especially because of its skyline with some of Europe's highest skyscrapers.

Not only tourists, but more and more business people come to Frankfurt because it is a fair and financial centre, and home to the headquarters of the European Central Bank and the Deutsche Bundesbank.

One of the city's most important sights is the "Römer", i.e. Frankfurt City Hall on Römerberg square in the centre of the Old Town. The building with characteristic stepped gables was built in the 14th century and has been the seat of the city administration ever since. On Römerberg you can also see the Alte Nikolaikirche (Old St. Nicholas Church), which was built in the 12th century. Don't miss the Glockenspiel which chimes daily at 9.00 and 12.00 noon.

Another place of interest is Kaiserdom St. Bartholomäus (St. Bartholomew's Cathedral) with its 94.75 m tower. This is not actually a cathedral at all, but rather an episcopal Church. The cathedral was given the title Kaiserdom (Imperial Cathedral) because ten emperors were crowned here between the 16th and 18th century.

Near St. Bartholomew's is Paulskirche (St. Paul's Church) which was Frankfurt's main Protestant Church until 1944. From 1848 to 1849, it was the meeting place of the German national assembly (parliament). Today, St. Paul's, a symbol for democracy and freedom, is used for exhibitions and events and not as a church.

Culturally, Frankfurt has a vast range on offer. There are around 60 museums and galleries and a wide variety of these are on "museum embankment" on both sides of the river Main. Goethe Haus and the Goethe Museum, the birthplace of the poet Johann Wolfgang von Goethe are also well worth a visit.

Munich



Fig. 17: Church of Our Lady



Fig. 18: Oktoberfest

With 1.35 million inhabitants Munich is the largest city in Bavaria and also the state capital. It is Germany' third-largest city and a special location for banks, media and industry.

The city and in particular its annual “Oktoberfest“ (also known as “die Wiesn“) is popular with national and international tourists. The festival attracts over 6 million visitors every year, making it one of the world’s largest public festivals.

However, Munich has a lot more places of interest. One of the city’s landmarks is the Frauenkirche (Church of Our Lady) whose real name is “Domkirche zu unseren lieben Frau“ (Cathedral Church of our Dear Lady“) with two 98.5 m towers. The amazing thing about this late Gothic brick cathedral is that it can hold about 20,000 people standing.

Another Munich landmark is the Church of St. Peter (also called “Old Peter“), the oldest parish church in the city. If the weather is nice, climbing the tower’s 306 steps is rewarded with a particularly good birds-eye view of Munich.

Another tourist attraction is the Hofbräuhaus, the world’s most famous beer hall which has been brewing traditional beer since the middle of the 17th century.

To see several sights on one spot, go to the Old Town, where you find Marienplatz, the city’s central point and best-known square. Munich’s oldest and largest food market, the Viktualienmarkt, is also in the Old Town, as is the City Hall, a Gothic Revival monumental structure with six courtyards and an 85-m tower. The City Hall’s distinctive feature is the Glockenspiel, the fourth-largest in Europe, which chimes three times a day.

A visit to Nymphenburg Palace and Park is also warmly recommended. The 17th century palace is one of the largest royal palaces in Europe with museums and a huge landscape garden.

Museum fans should not miss the Deutsches Museum, one of the first museums of science and technology in the world and also one of the world’s largest and most-visited. For art lovers, the Alte Pinakothek with over 600 paintings from the 14th to 18th century and the Neue Pinakothek with art from the late 18th to 20th century are a must. The Pinakothek der Moderne is the right address for marvelous exhibits and collections of modern art.

Further highlights include the Olympic stadium, the Allianz Arena and the BMW-Welt (BMW world) and not just on account of their extraordinary and superb architecture.

Nuremberg



Fig. 19: Kaiserburg



Fig. 20: Church of Our Lady



Fig. 21: Albrecht-Dürer House

After Munich, Nuremberg with just 500,000 inhabitants is the second-largest city in the state of Bavaria. It is number 14 on the list of the largest cities in Germany. The former Imperial City was the headquarters of the National Socialists, and although it was completely destroyed in the Allied attack in 1945, the Old Town and the sights were rebuilt with original stones – which makes the city particularly attractive and worth seeing.

Nuremberg's Christkindlmarkt – the Christmas Market which takes place every Advent, is world famous, and the city is also well-known for its gingerbread and sausages.

The Imperial Castle, the city's landmark was the dwelling place of the Emperors of the Holy Roman Empire from the 11th to the 16th century, and today tourists are enthralled by the imperial rooms, the chapel and the castle museum. South of the Imperial Castle, the Tiergärtner tor gate tower and the square of half-timbered, gabled-roof houses give visitors a good impression of what life was like in Nuremberg in the middle Ages.

More attractions on Hauptmarkt square include:

- the Frauenkirche (Church of our Lady), completed in 1358 with a fascinating Glockenspiel which chimes at 12.00 noon every day
- the beautiful Schöner Brunnen fountain, built near the end of the 14th century in Gothic style with resemblance to Gothic church spires
- the world-famous Christkindlmarkt, which takes place every December.

We also recommend the twin-towered Church of St. Laurence, the largest and most important sacred building in Nuremberg and the Church of St. Sebaldus, the oldest city parish church. Albrecht-Dürer-Haus, the home of the famous painter and printmaker Albrecht Dürer (1471-1528), gives visitors an insight into the artist's life.

Another highlight for museum fans is the Germanisches National Museum. Containing 1.2 million objects, it is the largest museum of art and culture in Germany. The Fembohaus tells 950 years of Nuremberg history. The Nazi Party Documentation Centre on the grounds where the Nazi rallies took place is also well worth a visit. Some immense, and in some cases, unfinished buildings are still standing on the compound which documents the history of the city during the National Socialist Regime.

Animal lovers should not miss the Tiergarten, one of Germany's largest zoos and home of numerous endangered species.

Leipzig



Fig. 22: Old City Hall



Fig. 23: Nikolaikirche

Leipzig has about 520,000 inhabitants, making it the most populous city in the new German states and also one of their major economic centers.

The city is one of the oldest trade fair locations in the world, with fairs being held there since the 12th century. Also having the second-oldest university, the oldest conservatory and the oldest commercial college in Germany, Leipzig enjoys a bustling cultural life and the reputation of being a popular and dynamic student city in the East of Germany.

One particular attraction is the strikingly long Old City Hall, which first underwent construction back in the 14th century. Directly behind the Old City Hall is the Naschmarkt, where fruit and vegetables were sold in the Middle Ages, and which still turns into a medieval market place at Easter and Christmas. On this square you also find the Alte Börse/Handelsbörse (Old Exchange), the oldest meeting place for merchants and also Leipzig's oldest Baroque building (1678). In front of the Alte Börse is a statue of the poet Johann Wolfgang von Goethe.

Two of the city's best-known churches are St. Nicholas' Church (construction started in 1165) in Romanesque style, and St. Thomas' Church, made famous by St. Thomas' Boys Choir, and also as the last resting place of composer Johann Sebastian Bach.

The Völkerschlachtdenkmal (Battle of Nations Monument), one of the city's landmarks is another popular day trip. It was built in remembrance of the Battle of Nations in Leipzig (1813) and at 91 meters high, it is Europe's largest monument.

The Moritzbastei, the only remaining part of the ancient city fortifications, used today as a cultural centre, can be highly recommended because of the wide range of activities it offers.

And one should not forget Gohlis Palace, Leipzig's only palace and venue with a difference, which depicts the life-style of the bourgeoisie in the 18th century. Something else that makes Leipzig particularly attractive are the copious shopping opportunities and the pub culture with a large number of clubs, bars and restaurants in the downtown area.

Heidelberg



Fig. 24: Heidelberg Castle



Fig. 25: Heiliggeistkirche

Heidelberg is the fifth-largest city in the state of Baden-Württemberg and it has a population of roughly 140,000.

It is one of the few German cities which was not destroyed during the World War II, which means that its Baroque Old Town with a 1.6 km pedestrian street is particularly worth seeing.

The city's landmark is the Renaissance remains of Heidelberg Castle which is also a symbol of the Romantic Age. Inside the partly rebuilt castle, you find the King's Hall, the Knights' Hall and the famous barrel which can hold 200,000 liters of wine.

Not far from the castle is the Heiliggeistkirche (Holy Ghost Church) in the centre of the Old Town. It is the best-known and largest church in the city. The Heiliggeistkirche and the Jesuit Church are two of the largest and most important churches in Heidelberg. Peterskirche (St. Peter's), the oldest church which is (an estimated) 900 years old, was built even before the city was founded and is also in the Old Town.

Karl-Theodor bridge, also called the "Old Bridge", is indeed one of Germany's oldest bridges. The 200-meter bridge connects the Old Town with the suburb of Neuenheim. At the south end of the bridge is the twin-towered bridge gate dating back to the Middle Ages. The two towers are 28 meters high.

Another highlight for tourists is the Student's Jail (Studentenkarzer) on university square. This colorful room in the Old University was used as a detention cell for students in former times, but it is a museum today.

In fact Heidelberg has many museums and collections well worth a visit: in particular the Kurpfälzische Museum (Palatinate Museum) of art and archaeology, and the Apothekenmuseum (Pharmacy Museum) with apothecary collections dating from the 15th to the 20th century.

For the best souvenir photos of the romantic city which inspired Johann Wolfgang von Goethe and Mark Twain, take a stroll along Philosophenweg (Philosopher's Walk). From here you have a wonderful view of Heidelberg Castle, the picturesque cityscape, and the stunning surrounding scenery.

Due to the large number of students, the city is studded with cafés, bars, clubs and restaurants for visitors who are looking for a good time!

Dresden



Fig. 26: Church of Our Lady



Fig. 27: Semperoper and Theatre Square

Dresden is the capital of Saxony and not just the political centre but also the economic hub of the state.

The city of art and culture, also the city of Baroque and international renown, has so many places of interest that we will only list the most important and best known here.

Dresden's landmark is the Protestant Frauenkirche (Church of Our Lady) which dominates Neumarkt Square. The impressive building, which was completed in 1743, is famous all over the world because of its size and history. In the German Democratic Republic, it served as a memorial warning against war, and today it is a symbol of reconciliation.

Not far from the Frauenkirche is the Hofkirche, the Roman Catholic Church of the Royal Court of Saxony. Standing 92 meters high, it is the second-tallest church in the city. The statues of 78 saints on the facade and balustrades, and the 4 figures on the tower which symbolize faith, love, hope and justice are particularly impressive.

Another remarkable building is the City Hall on the Altmarkt with its 100-meter tower, topped by the 2-kilo golden Rathausmann sculpture standing 5 meters tall.

The Semperoper, one of the world's most beautiful opera houses, and the Zwinger Palace, a Baroque synthesis of architecture, painting and sculpture, are just two of the architectural gems on Theaterplatz (Theatre Square) alongside the Italian Village and the Altstädter Wache (Old Town Guardhouse).

The Goldener Reiter (Golden Horseman) on the Neustädter Markt is also worth seeing. This copper, fire-gilt equestrian statue of Augustus the Strong in Roman armor is Dresden's best-known monument.

We also recommend Brühl's Terrace, also known as Europe's Balcony, on the banks of the River Elbe where you find the former Ständehaus (House of the Estates), the Albertinum (museum) and the Akademie für bildende Künste (Academy of Fine Arts).

Another feature unique to Dresden is the former Yenidze cigarette factory, also known as the "Tobacco Mosque". Built in oriental style for promotional purposes, the building now houses offices, and a restaurant in the dome of the "Mosque" with a 360° view of the city.

Not to be forgotten is the world-famous Striezelmarkt, one of Germany's largest Christmas markets which charms millions of visitors every year.

Münster (Westphalia)



Fig. 28: Old Town



Fig. 29: Port

Münster is in the centre of the local government region of Münsterland and has just 275,000 inhabitants. Located around 100 km from Bielefeld, Münster was named the best city in the world to live in in 2004; it is also one of the most bicycle-friendly cities in Europe. What makes Münster so special is its architectural diversity with an historic Old Town and extraordinary modern buildings, and the variety of clubs, bars and restaurants.

One of Münster's landmarks is St.-Paulus-Dom (St. Paul's Cathedral), the most important church structure and one of the oldest and most impressive buildings in the city. Not far from the Cathedral is St. Lamprecht's Church, which was financed by local merchants and built as a "counter church" to the episcopal Cathedral. Altogether, Münster has over 50 churches which dominate the city and its skyline.

Another Münster landmark is the historic City Hall, a 14th century Gothic building which became famous as the location for the signing of Treaty of Westphalia at the end of the Thirty Years' War in 1648.

The City Hall is on the Prinzipalmarkt marketplace, the shopping mile in the city centre. The Prinzipalmarkt is the historic merchants' street with exclusive retailers, beautiful arched arcades and historic gabled houses, which attracts and enthralls tourists from all over the world.

A further representative place of interest in the city centre is the Erbdrostenhof, an 18th century Baroque palace. Together with Clemenskirche (St Clement's Church) and the Dominican Church, this noble residence forms the "Baroque island" on Salzstraße. Another impressive Baroque building is the former Palace of the Prince Bishops, since 1954 the administrative centre and landmark of Westphalian Wilhelms University of Münster.

Three times a year, Münster's huge "Send" fair takes place in front of the Palace and attracts thousands of visitors.

In general, one can say that the typical University City offers wide scope for entertainment, and the student population of around 48,000 students lend Münster a casual, laid-back and friendly atmosphere. The former industrial zone called Hansaviertel is now a popular residential area for students with a multitude of cafés, clubs and cult bars. Hansaviertel port is ideal for walking tours during the day and celebrating at night. Every year, the port hosts a festival with a wide range of events.

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