



Pre- First Steps

For exchange students

WS 2023/2024

Pre-First Steps:

Before Arrival

- **Where to live?**
- **Visa and residence permit**
- **Enrolment**
- **Health insurance**
- **Language Courses**
- **Class schedule**

After Arrival

- **Residence permit**
- **Bank account**
- **How to get to Würzburg!**

Pre-First Steps:

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Where to live?

Dormitories VS Private Accommodation

<https://www.uni-wuerzburg.de/en/international/studying-in-wuerzburg/exchange-students/before-arrival-exchange-students/living/>





Dormitories (Studentenwerk)

- Deadlines for the application wintersemester 2023/24 : 15.06
- Pre-payment: 1000€ (400€ Deposit & 600€ used for the first three monthly rent payments)
- Important: Your contract starts on the 1st of the month, not before!
- The rooms are furnished , but there are no blankets, cutlery, glasses etc.
- Check out the Facebook group of your dorm, there you will find useful information and items!
- Sometimes there are free items for international students!
- The contract's duration is 6 months (1 semester) or 12 months (2 semesters)
- If you attend a German course in September, you can maybe move in, in September and your contract duration increases by 1 month
- Withdrawal from the contract:
 - possible at any time before signing;
 - possible 14 days after signing

Private Accomodations

Where to find an apartment or a WG room:

- <https://www.wg-gesucht.de/>
- <https://www.wuewowas.de/>
- <https://www.immowelt.de/>
- <https://www.meinestadt.de/wuerzburg/immobilien/wohnungen>
- <https://www.wohnungsboerse.net/Wuerzburg/mieten/wohnungen>
- <https://www.immobilienscout24.de/Suche/S-T/Wohnung-Miete/Bayern/Wuerzburg>
- <https://www.immobilo.de/mietwohnungen>
- <https://housinganywhere.com/de>

Private Dormitories :

- <https://www.bruno-werk.de/bei-uns-wohnen/Studentenwohnheime>
- <http://www.fds-stiftung.de/startseite/>
- <https://www.studentenhaus-wuerzburg.de>
- <https://www.studentenwohnen-wuerzburg.de>
- <https://www.522.city/startseite.html>
- <https://www.cvjm-wuerzburg.de/website/de/v/wuerzburg/service/wohnheim>



On Facebook:

- Fair-Teiler WÜ Wohnungsmarkt
- Wohnung/WG in Würzburg
- WG & Wohnung Würzburg gesucht
- Wohnung Würzburg mieten & vermieten -
Nachmieter
- Wohnungsbörse Würzburg

Be careful of getting scammed !!!!!!!

- Do not sign/pay deposit for a flat/ room you have seen only on Fotos
- and the „landlord“ claims to send the keys via courier as he is not in town/in the country.
- After you have sent your Passport, signed a contract and made a payment for the deposit and the first month's rent they will stop replying to you.

Where to stay till you move in your Room

- Youth Hostel Wuerzburg
- Hostel Babelfish
- Ibis Budget

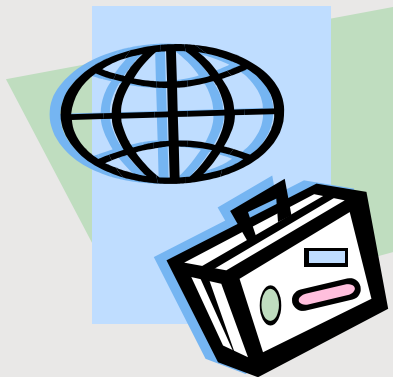


Accommodation Comparing Websites

- Booking.com
- Trivago
- TripAdvisor



Visa and residence permit



Visa

EU-citizens: no Visa needed, only a valid ID card or passport

Non-EU-citizens:

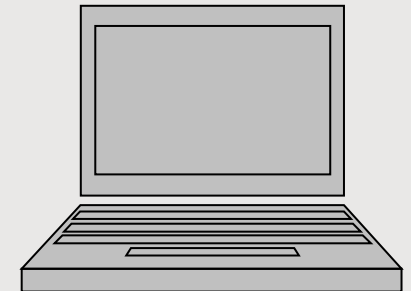
- from countries without visa requirement: after arrival: **residence permit for study purposes**
- from other countries: Apply for a **student visa** at the German Embassy or the German Consulate of your home country

To find out if you need a visa, please check out the [list of the Ministry of Foreign Affairs](#)



Important: Do not enter Germany as a tourist !

Enrolment



Online-Enrolment

From the 24th of July through the Online-Portal [WueStudy](#)

- To be done independently (PDF with instructions via email)
- Online-Seminar for the enrolment
 - July 25 at 13:00; Language: German & English if required
 - July 26 at 10:00; Language: English
 - July 26 at 16:00; Language: English

send an E-mail to enrolment@uni-wuerzburg.de until 24/07



Online-Enrolment

1. Complete online enrolment
 - Send documents by email to the International Office: check your Admission Letter!
 - PDF of online enrolment
 - Letter of acceptance
 - Proof of payment of semester fee
 - Scan of your ID/Passport
 - (Scan of visa/resident permit)
 - Once we receive all these documents, we will be able to process your data in the system and officially register you.
 - Make sure you submit to a statutory Health insurance your proof of insurance (The Health Insurance must contact us that you have submitted the required documents, without it we can not proceed)





Health Insurance



Health insurance

All students in Germany **MUST** have a health insurance!!

1. EU citizens

2. Students from countries that have social security agreement with Germany (e.g., Switzerland, Turkey)

3. Students from other countries

Health insurance

1. EU citizens:

- Apply for a European Health Insurance Card (EHIC)
- Please contact and send a scanned copy of your EHIC to a German statutory health insurance by email (They will send the proof of insurance to the university. You **don't** have to provide the international office with a document)

Health insurance

2. Students from countries that have social security agreement with Germany (e.g., Switzerland, Turkey):

- statutory health insurance of your country will be recognized in Germany
- Please clarify which documents you need for the recognition!
- Get these documents checked by a German statutory health insurance company.
- They will confirm that your insurance is adequate for enrolment. The insurance will send the proof to the university. You don't have to provide the international office with a document)

Documents for examination may be sent by e-mail to German health insurance companies.

Health insurance

3. Students from other countries:

- Conditions for validating your health insurance in Germany:
 1. Term: for the whole duration of your stay
 2. Level of insurance:
 - Full health insurance (NO travel insurance):
 - outpatient care
 - Inpatient care
 - Medical treatment
 - For women: care during pregnancy
 - No financial limits
 - No waiting periods when claiming services

Health insurance

- It is important to check if your health insurance is valid in Germany or not before your arrival
- if it is valid, you need to let your contract of health insurance be verified by a German statutory health insurance
- IMPORTANT: the contract needs to be either in German or in English!
- The German statutory health insurance will then send the proof of insurance to the university. (You **don't** have to provide the international office with a document)

Health insurance

3. Students from other countries:

→if it is NOT valid, you need to arrange a German health insurance by a German provider

→There are two options:

1. Statutory health insurance

- Conditions: you may not be older than 30 and you may not study more than 14 semesters (7 years)
- Costs: about 110 € per month (same for all statutory health insurances)

2. Private health insurance

- Sometimes cheaper but they do not cover a lot
- All costs need to be paid by oneself first, refund follows

(If you change to a private health insurance, you can not go back to the statutory later)

- You can contact the Health insurance by e-mail

Online Seminar Health insurance

Topics:

- Health Insurance in Germany
- Germany's health system

Organiser: Barmer Würzburg

Dates: 20/7 at 8:00 & 16:00 in English

24/8 at 8:00 & 16:00 in English

Registration: email to enrolment@uni-wuerzburg.de

Liability insurance

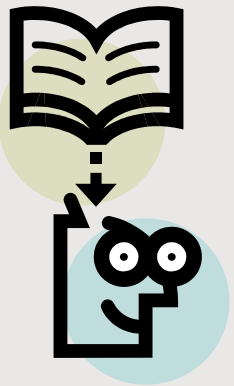
Haftpflichtversicherung

- You have to make sure that you have the appropriate insurance , not only the Health Insurance but also a liability insurance
- in situations where the insured person caused person damage, object damage or wealth damage, the insurance pays the costs incurred.

For further Information:

- [Insurances - International \(uni-wuerzburg.de\)](https://uni-wuerzburg.de/insurances-international)

Language Courses

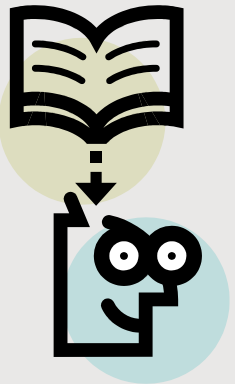


Language Courses

- The [Language Center of the University of Würzburg](#) (ZfS) offers courses before and during the semester
- They are free of charge
- Presential
- [German as a foreign language - Zentrum für Sprachen \(uni-wuerzburg.de\)](#)
- [Sprachen - Zentrum für Sprachen \(uni-wuerzburg.de\)](#)



German language Courses



Intensive German Course (all levels)

- 4th – 27th September / 4 - 5 hrs per day (morning or afternoon group)
- **Registration procedure :**
- Online pre-registration: 7th - 20th August through [Anmeldeportal des Zentrum für Sprachen](#)

Further information will be sent by e-mail after online registration

Important Information:

- Without the Online pre-registration = you can not participate
- Your enrolment has to be completed to participate



During the semester German courses (all levels)

- 23rd of October until 9th of February
- **Registration:**
 1. Online pre-registration: 18th of September until 1st of October
- through Anmeldeportal des Zentrum für Sprachen

Further information will be sent by e-mail after online registration

Important Information:

- Without the Online pre-registration = you can not participate
- Your enrolment has to be completed to participate





Class Schedule



Class Schedule

- Check when the [courses](#) start
- Students have to organize on their own, their class schedule.
- Get help:
 - First Steps event:
 - General advice
 - Support with WueStudy and WueCampus
 - Departmental coordinator:
 - subject specific advice
 - In charge of Learning Agreements

Important notice:

You can find the name and Email of your departmental coordinator on your letter of acceptance

Checklist!

- Apply for a student visa at the German Embassy
 - Search for an accommodation (apply until 15th June!)
 - Take care of your health insurance – contact a statutory health insurance
 - Enrol online
 - Prepare your Learning Agreement (only ERASMUS students)
 - Have a look at the course selection and schedule
 - Register for the intensive German course
-
- Important Documents:
 - Passport (non-EU citizens) or ID card (EU citizens)
 - Visa (non-EU citizens)
 - Letter of Acceptance
 - Confirmation of financial means (block account only non-EU citizens)
 - Confirmation of payment of semester fee

After Arrival



Pre-First Steps:

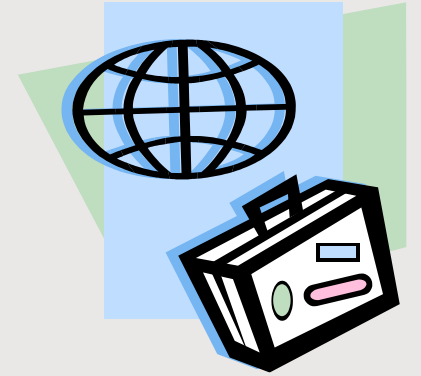
Before Arrival

- 1. Where to live?
- 2. Visa and residence permit
- 3. Enrolment
- 4. Health insurance
- 5. German Courses
- 6. Class schedule

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- Bank account
- How to get to Würzburg!

Residence permit



Residence Permit Aufenthaltserlaubnis

EU-Citizen do NOT need a residence permit

Non-EU-Citizens without need of visa:

- Residence permit can be applied for, directly after arrival
- Must be applied for within 90 days

Non-EU-Citizens with need of visa:

- Do NOT need residence permit if visa lasts for the whole length of stay
- Residence permit can be applied for directly after arrival
- Must be applied for, before visa expires

Important: For residence permit a proof of financial evidence is needed

Caution:

The International Office is not responsible for the issue of a resident permit. Please contact the foreigners Authority





Bank account



Bank account

1. European bank account with SEPA direct debit?
→ you do not have to open a German bank account, but
→ it is advisable to have one (e.g., no fees when withdrawing money)
2. No European bank account?
→ you have to open a German bank account (paying the rent, re-enrolment)

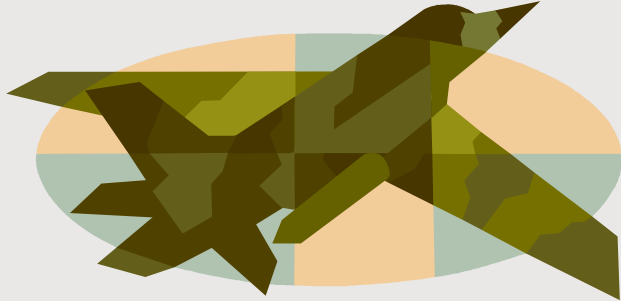
A few tips for the bank account:

- Many banks offer a free bank account for students
- To open a bank account, you will need your student ID card/ Matriculation document, your passport and your Tax Identification number (after registering at the Town hall, you can get it from the tax office- Ludwigstr. 25, 97070 Würzburg)

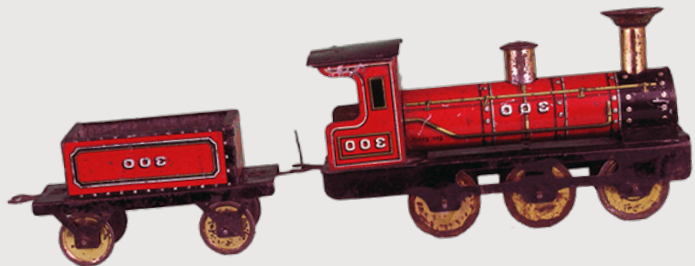


Important:

Do not forget to close your account before your departure



How to get to Würzburg



From Nürnberg Airport

1. Take the subway to Nürnberg Hbf
2. From Nürnberg Hbf to Würzburg Hbf; two possibilities:
 - a) Take a train to Würzburg
 - Costs: about 26-40 € (depends on type of train)(e.g regional train: Bayern ticket (you can purchase it from the airport and will cover the whole journey), slower but cheaper, or ICE fast train)
 - Duration: between 1 and 1,5 hours
 - runs regularly
 - b) *Flixbus* or *Blablabus* to Würzburg (departure from bus station)
 - Costs: about 7 €
 - Duration 2,5 hours
 - Doesn't run many times a day

From Frankfurt/ Flughafen

- There are two possibilities directly from Frankfurt/ Airport to Würzburg Hbf:
 1. *Flixbus* or *Blablabus* (departure: Terminal 1, P36):
 - Costs: about 10 €
 - Duration: 2-3 hours
 - runs only several times a day but irregularly
 2. Train
 - Costs: 25-40 € (depends on type of train)
 - Duration: 1-1,5 hours
 - Runs regularly

Moving around in Würzburg:

- Bus or tram
- Student ID card = ticket for public transportation

BUT: Winter Term Ticket only valid from 1 October

→ If you reach in Würzburg in September or you do not have your student ID yet → you have to buy a ticket

[WVV](#) also provides weekly or monthly tickets

Useful Apps:

- Bus und Bahn -> [Fahrplan Bayern](#)
- [Deutsche Bahn App](#)





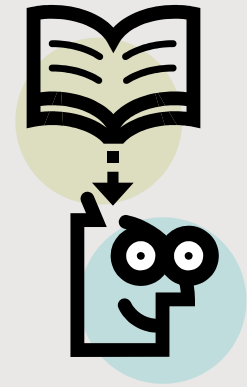
Tutors



Tutoren

- If you need support with administrative matters etc., you are welcome to contact us by e-mail (international.tutoring@uni-wuerzburg.de).

Checklist



Checklist

You can use the following link to our Checklist to be sure you didn't miss anything important!

https://www.uni-wuerzburg.de/fileadmin/32020000/Auslandsamt/Studium_in_Wuerzburg/exchange/Vor_der_Abreise/Checklist_for_Exchange_Students_english.pdf

First Steps



First Steps!

- **Information regarding:**
- German bureaucracy
- Schedule, course registration
- University's facilities (sports, libraries)
- Leisure activities in Würzburg

When?

- 07th & 8th of September at 19:00- hybrid
- 10th & 11th of October at 19:00- hybrid

Registration: email to enrolment@uni-wuerzburg.de



Questions?

