

## Important information for foreign students!!!

We are pleased to welcome you at the Stuttgart Media University (Hochschule der Medien). In order to get any problems out of the way, we would like to help in your preparations with the following information.

1. Visa/entry formalities
2. Insurance
3. Finances
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### 1 Visa/entry formalities

#### >>> Do I need to apply for a student visa in Germany?

European Union citizens and citizens of certain countries (Australia, Honduras, Iceland, Israel, Japan, Canada, Liechtenstein, Monaco, New Zealand Norway, San Marino, Switzerland and the USA) do not need a visa. Citizens of the above mentioned nationalities do not need a visa to enter Germany, but need a residence permit restricted for the purpose of study during their stay here in Germany. This residence permit must be applied for within three months after the date of arrival at the responsible foreigners' authority (Auslaenderbehoerde) (see 5. Foreigners' authority)

Citizens of other countries must apply for a study visa at the **German consulate** in their respective countries. Enter in no case with a tourist visa!

Later with this visa, the student must apply for residence permit in Germany. The first application of residence permit **costs around 50 euros. (scholarship holders exempted from this).**

In case of SOKRATES/ERASMUS/LEONARDO DA VINCI programs, there are three groups as per countries:

EU/EWR	Before Entry	No Visa required.
EU/EWR	After entry	If stay is longer than 3 months a residence permit is to be applied for at the Foreigners' office in Stuttgart.
Bulgaria Romania	Before entry	Visa is required if stay is longer than 3 months
Bulgaria Romania	After entry	If visa is required it has to be transferred to a long-term residence permit.
Turkey	Before entry	Visa is always required.
Turkey	After entry	Visa has to be transferred to a residence permit, which exceeds the duration of the visa, at the Foreigners' authority.

More information on visa and pre-requisites to study in Germany can be read from the website of the German Academic Students Exchange (DAAD):

<http://www.daad.de/deutschland/deutschland/leben-in-deutschland/04656.en.html>

## 2 Insurance

### >>> Health insurance for students

Health insurance is mandatory for all students in Germany. You must have a proof of the health insurance for registration at the university. Without this proof you cannot begin to study! For students, there is a special student health insurance, which is more reasonable (**approx. 55,- euros per month**).

### >>> Important!

Students from countries, with which Germany has a social security agreement, can remain insured in their homeland. (Please inquire with the foreign student's office of your university or with your health insurance!). They must bring a proof of sufficient health insurance to Germany (for example: Form E 128 for citizens of the European Union; RK 11 for Turkish citizens).

In the welcoming week, from **25<sup>th</sup> to 29<sup>th</sup> September 2006**, we help you with the health insurance requirements (if necessary). If you remain insured further in the homeland, please bring a proof along with you!

Further information on insurance requirements in Germany:

[http://www.daad.de/deutschland/studium/studienplanung/00531.en.html#headline\\_0\\_8](http://www.daad.de/deutschland/studium/studienplanung/00531.en.html#headline_0_8)

### 3 Finances

#### >>> Proof of finances

Most international students come without scholarship to Germany. They must prove to the German foreign authority that they can finance their stay, i.e. they must furnish a "financing proof in such a way specified". This is approx. 700 € per month. Please bring an appropriate proof to Germany! This can be done by showing copy of a passbook at a value of xx Euros (= months \* 700 €) or a proof over regular deposits in a current account.

All students, who come with a scholarship (SOKRATES/ERASMUS, Baden-Wuerttemberg scholarship or other one) to the University of the Media, need not furnish a proof of finance.

#### >>> Opening a bank account

It is advisable to have a bank account in Germany as payments for room rent, telephone, etc. are carried out through bank transfer. The account processing is free for students!

During the welcoming week, from **25<sup>th</sup> to 29<sup>th</sup> September 2006** we will assist you in opening an account! You can then transfer money from your home country to your German bank account.

Further information on financial affairs:

<http://www.daad.de/deutschland/deutschland/leben-in-deutschland/04659.en.html>

### 4 Registration and contribution to Students' Union

The registration takes place during the welcoming week. Apart from the documents already mentioned (insurance, photo etc.), which you send to us by post or which you get along with you, it is mandatory to make a student council contribution of **70 € per semester**. You can transfer this amount after you open an account in Germany. This amount is not to be interpreted as study fees. It is a contribution, which allows you use public transport in and around Stuttgart free of cost (at restricted hours) and subsidised food at the university canteen.

## 5 Residents' registration office

After you arrive in Stuttgart and have found a room, you must register yourself at the local residents' office.

>>> We shall help you settle this formality in the welcoming week!

## 6 Foreigners' authority

For a stay longer than 3 months in Germany you need to apply for a resident permit at the Foreigners' authority in Stuttgart. Since this is possible only by a prior appointment, we request you to inform the foreign student's office at the HdM (Hochschule der Medien) in advance.

>>> In co-operation with the foreign student's office at the HdM an appointment would be fixed for the purpose of residence permit. (Contact person: Ms. Mary Seksenian, E-Mail: [seksenian@hdm-stuttgart.de](mailto:seksenian@hdm-stuttgart.de), Tel.: 0049 (0) 711/8923 - 2032)

## 7 Accommodation

We shall try to organise an accommodation for you on the campus at the student hostel. The room rent amounts to 210 – 280 € per month. From the foreign student's office you will be informed as to when and where to fetch the room keys for the hostel. A student **has to bear an entire month's rent** even if he/she occupies it for part of the month. Due to the Welcoming Week at the end of September we will reserve the rooms for you starting from the **1<sup>st</sup> of September 2006**.

In addition to that you should consider that you have to pay a month rent as bail money. You will get this money back when you move out but you have to calculate that **you have to pay two monthly rents in the beginning of your stay**.

The rooms in the student hostels are ready-furnished but they have no bedding. If you don't want to bring it along with you, you can buy some or borrow it from the caretaker for an extra fee.

The rooms are all connected to the university's network. For a fee of 10 Euros monthly and a one-time registration fee of 18 euros you can easily have internet access at home in your room. We will give you more information on this when you arrive in Stuttgart.

## 8 Arrival

Lectures of the Stuttgart Media University are offered at two locations:

In Stuttgart-Vaihingen (location Nobelstrasse), Lectures and seminars for course on Print and Electronic media take place here. Lectures and seminars for courses on Information and Communication take place in the city centre of Stuttgart, in the proximity of the main station (location Wolframstrasse).

### >>> How to get to Location Nobelstrasse (N):

Address:

Hochschule der Medien

Nobelstrasse 10

70569 Stuttgart

>>> Foreign student's office: Room Nr. 123 and 124

Contact person: Gottfried Ohnmacht-Neugebauer

Tel.: +49 (0) 711/8923-2031

Fax: +49 (0) 711/8923-2036

E-Mail: [aaa@hdm-stuttgart.de](mailto:aaa@hdm-stuttgart.de)

>>> First contact for further information!

### **With public transport (starting from Stuttgart main station):**

From the main station take the S-Bahn - S1 (direction Herrenberg), S2 (direction Filderstadt) or S3 (direction Flughafen-Airport). Get off at stop "Universitaet" (travel time about 10 min). Take the exit "Wohngebiet Schranne and Endelbang". From there the footpath is described to the University ("Hochschule der Medien") (7 minutes walk). With the Bus lines 82, 84 and 92 can drive up to "Schranne" and walk to the university (about 2 minutes).

### **With public transport (starting from Stuttgart airport):**

Starting from Stuttgart airport with the S2 or the S3 in the direction "Schorndorf" or "Backnang" up to the station "Universitaet" (travel time about 15 min). Take the exit "Wohngebiet Schranne and Endelbang". From there the footpath is described to the University ("Hochschule der Medien") (7 minutes walk). With the Bus lines 82, 84 and 92 can drive up to "Schranne" and walk to the university (about 2 minutes).

**By car**

>>> From direction Stuttgart, Leonberg, Schattenring (B14): Take the exit "Universitaet" which leads you straight to Nobelstrasse. The university is easy to recognise by its blue wall that stretches along the university building. Parking lot is opposite the university building.

>>> From the freeway:

Direction Stuttgart at the freeway interchange (Autobahnkreuz) in direction Stuttgart. Take the exit "Universitaet" which leads you straight to Nobelstrasse. The university is easy to recognise by its blue wall that stretches along the university building. Parking lot is opposite the university building.

Road map: <http://www.hdm-stuttgart.de/hochschule/anfahrt/nobelstrasse>

**>>> How to get to Wolframstrasse (W):**

Address:

Hochschule der Medien

Faculty Information and Communication

Wolframstrasse 32

70191 Stuttgart

>>> Foreign student's office: Wolframstrasse 34, Room Nr. N414

Contact person: Gottfried Ohmacht-Neugebauer

Tel.: +49 (0) 711/25706-151

E-Mail: [aaa@hdm-stuttgart.de](mailto:aaa@hdm-stuttgart.de)

Consulting hours: Thursdays, 10 am to 12 noon (usually)

**With public transport:**

Take the U bahn - U5, U6, U7 or U15 from main station (Hauptbahnhof) direction "Pragsattel". Get off at "Tuerlenstraße" Use the exit "Buergerhospital" and walk right up to the next square. Cross the Wolframstraße and then the Heibronner Straße. You will reach the university after 150 m (about 5 min).

It takes about 45 min. to reach Location Nobelstraße from Location Wolframstraße.

Road map: <http://www.hdm-stuttgart.de/hochschule/anfahrt/wolframstrasse>

## 9 Cost of living in Stuttgart

The Foreigner's authority demands approx. 700 € monthly to grant a residence permit to students. This amount is realistic. An approximate break-up of expenses is as follows:

Room rent:	290 €
Health insurance:	60 €
Student council contribution	15 €
Food, clothes, telephone, internet, hobbies, culture:	310 €
Public Transport	25 €

You will find further information to study and life in Germany:

<http://www.daad.de/deutschland/deutschland/leben-in-deutschland/04701.en.html>

**We look forward to welcome you in Stuttgart!**