

Study Abroad at Bonn

Contact:

International Office

Poppelsdorfer Allee 102, 53115 Bonn

Germany

studyabroad@uni-bonn.de

www.studyabroad.uni-bonn.de



Student Handbook



Dear international students,

a few weeks from now on you will begin your studies at the Rheinische Friedrich-Wilhelms-Universität Bonn. We - the staff at the International Office- look forward to welcoming you and would like to provide you with some important information about the program in the following chapters. At the same time, we hope to rouse your curiosity about the city of Bonn and our university.

The University of Bonn itself has its special charm as well: As the birthplace of Ludwig van Beethoven, a federal city and university city, Bonn provides a colorful picture of many different aspects of German life. Bonn is a city in the heart of Europe, a city with the famous "Rhineland charm" and exudes nearly Mediterranean atmosphere. But first and foremost, Bonn is a particularly hospitable and international city. It served as the capital of the Federal Republic of Germany for almost half a century and is still the seat of many United Nations institutions and other international organizations.

We are sure that you will soon feel at home both in the city of Bonn and at the university. Please feel free to contact us with any issues or questions you might have. We are always happy to help you and will do our best to make your study abroad stay a pleasant and rewarding experience.

Your International Office Team



Volker Lammert/Universität Bonn

HOW TO USE THIS HANDBOOK:

This handbook provides you with all the information you will need for your stay in Bonn. Please read it thoroughly and bring it along for future reference. You will notice that some of the sections are color-coded.

These contain information important for either **Direct Exchange** or **Junior Year Students**, so you should pay special attention to "your" sections. Enclosed in the handbook you will also find a checklist, which is designed to give you a concise overview of everything you need to take care of and bring with you to make your stay in Bonn as enjoyable as possible.



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International Office	<p>The International Office seeks to enhance and promote the university's international relations. Providing information and support to international students and applicants is a main aspect of our work.</p> <p>The International Office is located at Poppelsdorfer Allee 53 and 102. Please note that the staff of the Junior Year and Direct Exchange Program have their offices at Poppelsdorfer Allee 102.</p> <p>Official opening hours are Monday to Thursday 9 a.m. – 1 p.m. and 2 p.m. - 4 p.m. and Friday 9 a.m. - 1 p.m. only. If you contact the office in advance, we can also arrange appointments after hours.</p>
Address	<p>Universität Bonn Dezernat Internationales (~ International Office) Poppelsdorfer Allee 102 D-53115 Bonn</p> <p>Fax: 0228-73-5891 www.studyabroad.uni-bonn.de</p>
Program Coordination	<p>Michaela Lanaro Phone: 0228-73-9632 E-mail: lanaro@uni-bonn.de</p>
Program Administration	<p>Bärbel Heurich Phone: 0228-73-7831 E-mail: programadmin@uni-bonn.de</p>
Program Assistance	<p>Franziska Becker Phone: 0228-606 12 E-mail: studyabroad@uni-bonn.de</p>
Student Assistants	<p>Junior Year Team Phone: 0228-73-6144 E-mail: junior.year@uni-bonn.de</p>
Transcripts	<p>Martina Stephan Phone: 0228-73-7627 E-mail: m.stephan@uni-bonn.de</p>
German Classes & Academic Advising	<p>Wolfgang Gerkhausen Phone: 0228-73-5945 E-mail: w.gerkhausen@uni-bonn.de</p>

Germany is located in the heart of Europe – both geographically and politically. Due to its geographic position and its role as a member of the European Union (EU), Germany serves as an important bridge between Eastern and Western Europe.

With over 81 million inhabitants, Germany is Europe's most populous country. All in all, more than one hundred million people in Europe use German as their primary language in countries such as Germany, Austria, and Liechtenstein, as well as in parts of Switzerland, Luxembourg, Belgium, France (Alsace) and Italy (South Tyrol). This makes German the most frequently spoken language in Western Europe!

Facts about Germany:

Official Name	Federal Republic of Germany
Type of Government	Parliamentary Democracy
Head of State	Federal President ("Bundespräsident") Joachim Gauck (since 2012)
Head of Government	Federal Chancellor ("Bundeskanzlerin") Angela Merkel, CDU (since 2005)
Population	81.1 million, 8.2 million of them foreigners
Size	357, 000 square kilometers
Population Density	227 inhabitants/km ² , Population Growth Rate: 0.3 %
Capital	Berlin
Germany's Largest Cities	Berlin (3.5 m.), Hamburg (1.8 m.), Munich (1.5 m.), Cologne (1 m.), Frankfurt/M. (0.7 m.)
Climate	Temperate oceanic / continental climate zone with frequent changes in weather and mainly western winds
Average Temperatures	Between – 6°C to +1.5°C in winter and between 18°C and 20°C in summer
National Holidays	New Year (Jan 1), Good Friday, Easter Monday, May Day (May 1), Ascension Day, Pentecost, German Unification Day ("Tag der deutschen Einheit") (Oct 3), Christmas (Dec 24-26)
Regional Holidays	Weiberfastnacht, Rosenmontag, Corpus Christi, All Saints Day



Bonn is a city which makes you feel at home immediately. With its 312.000 inhabitants, it is a medium-sized city which offers a high quality of life, a strong local economy, and a wide range of leisure activities.

The origins of Bonn go back to the foundation of "Castra Bonnensia", a Roman camp built between the years 13 and 9 B.C. Over the centuries, Bonn has seen many changes in its rulers and its fortnes. Ludwig van Beethoven is probably the city's most famous son. The house where he was born in 1770 and where he spent his childhood can still be visited today.

An important chapter in the city's history began in 1949 when the Parliamentary Council decided to make Bonn the provisional capital of the newly established Federal Republic of Germany. During the 40 years that followed, the small city on the Rhine gained international prestige.

In 1991, the German Bundestag voted to move its seat and parts of the government to Berlin – and Bonn had to redefine its role yet again. Today, the city continues to grow as an international hub for science and culture and as a center for development policy. A number of international organizations and other major international corporations have relocated to Bonn.

Among others, Deutsche Telekom and the Deutsche Post have their headquarters here. In addition, due to its various UN Institutions, the former "Castra Bonnensia" has meanwhile been officially declared as a "UN city".



Photos dieser Seite: Michael Sondermann/
Presseamt Bundesstadt Bonn

1 General Information - The University of Bonn

On October 18, 1818, the **Rheinische Friedrich-Wilhelms-Universität** was founded by the Prussian King Friedrich-Wilhelm III, who had been ruling the Rhineland since 1815. Idealism and enlightenment characterized this era, which also led to the foundation of the universities in Berlin (1810) and Breslau (1811). These universities remain committed to their liberal heritage inspired by Wilhelm von Humboldt.

Thanks to their liberal spirit of the times, the University of Bonn thrived, attracting famous scholars like August Wilhelm Schlegel, Ernst Moritz Arndt, Berthold Georg Niebuhr, Friedrich August Kekulé, Johannes Müller, Friedrich Argelander and Heinrich Hertz. Besides these scholars, students like Heinrich Heine, Karl Marx, Friedrich Nietzsche, and Konrad Adenauer later contributed to the University's reputation.



Dr. Thomas Mauersberg/Universität Bonn

Today the Rheinische Friedrich-Wilhelms-Universität is one of Germany's leading institutions of higher education. It is among the most popular universities for scholars who are financed through the German Academic Exchange Service (DAAD) and the Humboldt Foundation. With an enrollment of approximately 37,000 students, it ranks as the third largest university in the federal state of North-Rhine/Westphalia. The University of Bonn's excellent reputation is also due to the commitment of its 545 professors, 4,000 faculty, and 1,800 non-academic staff members. About 4,000 international students from over 130 countries as well as numerous visiting professors and scholars contribute to a truly international atmosphere in research and education. As a result, students can choose from approximately 100 different degree programs and a wide range of courses.

The Rheinische Friedrich-Wilhelms-Universität plays an important role in the city of Bonn itself, due to the fact that many of its institutes, seminars and clinics are located throughout the city. Along with the Law school and the University Library, the main building, which houses the schools of Theology, Philosophy, and the administrative body, is situated in the city center. Most institutes belonging to the Faculty of Natural Sciences and the Agriculture School, however, have their premises in the municipal districts of Endenich and Poppelsdorf, and the University Clinics are situated on the Venusberg.

2 Before your Arrival - What to bring/Early Arrival

What to bring : Dorm rooms are equipped with basic furniture. Additionally, students can purchase a so-called "Dorm Basic Set". Included in this set are:
4 clothes hangers, hand and bath towel, toilet paper (1 roll), 1 LAN cable, bed linen set & fitted sheet, quilt & pillow, cutlery set, plate, mug, bowl for cereal, spatula, cooking spoon, tongs, cooking pot with lid, frying pan and kitchen towel.

Junior Year Programm : The "Dorm Basic Set" is included in your fees and will be in your dorm room upon arrival.

Direct Exchange : You can pre-order a "Dorm Basic Set" on your application form. The set will be in your dorm room upon arrival. You pay for it at the Studierendenwerk.

Dorm rooms have internet access, however there is no WIFI. If you have a "Dorm Basic Set" there is a LAN cable included but you might need an adapter for your laptop. If you do NOT have a "Dorm Basic Set" you will need to get a LAN cable.

➤ For electronic devices you might need an adaptor plug. The voltage in Germany is 220 V. You can either bring one or buy a converter/adaptor in Bonn at Galeria Kaufhof or Karstadt located directly at Münsterplatz, or "Media Markt" (Friedensplatz 1).

Medication : If you take prescription medicine, please make sure to consult your doctor at home to see if you can also get the medicine in Germany. Please do not send any medication by mail as there might be problems with customs. In case you need refills during your time in Bonn, bring information on the medication and its effects as well as a letter from your doctor. You may also want to check with us whether you can buy your medication in Bonn.

Weather Conditions : Germany's weather changes often. The temperature may rise above 30°C in summer and sink below 0°C in winter, so if you are staying for a whole year be sure to bring clothing for every season. An umbrella may prove to be useful from time to time as well and can be easily purchased here in Germany.

Testimony : We also encourage you to contact former exchange students from your home university. They may be able to give you additional advice based on their own experiences here.

Early Arrival : If you arrive in Bonn before the **official arrival date** stated in our academic calendar, please arrange accommodation in a hotel or youth hostel. Dorm rooms are not available before the official arrival date!

Hostel : Max Hostel
Maxstr. 7, 53111 Bonn
www.max-hostel.de

Jugendherberge Bonn
Haager Weg 42, 53127 Bonn
www.bonn.jugendherberge.de

Tourist Information : Tourist Information
Windeckstr. 1 / Am Münsterplatz; 53111 Bonn
Phone: 0228-775000
www.bonn.de

Visa / Residence Permit	<p>Citizens from the EU, EFTA and from the following countries do not need to apply for a visa to enter Germany: Australia, Canada, Israel, Japan, Korea (Republic), New Zealand, and the United States. The same applies for Andorra, Brazil, El Salvador, Honduras, Monaco, and San Marino unless you intend to work in Germany. However, after entering Germany, students from the aforementioned countries will have to apply for a residence permit at the local Immigration Office (“Ausländerbehörde”) if they are staying for more than 90 days.</p> <p>Students from all other countries must apply for a visa for study purposes before entering Germany – do not, under any circumstances, travel to Germany on a tourist visa! As a rule, you must submit your visa application in person at the German mission responsible for your current place of residence. As processing applications can take several weeks/months, please apply for a visa as soon as you receive your letter of acceptance from our office.</p>
German Missions	<p>For information on requirements for entering Germany always double-check the websites of the German embassy or consulate in your home country/country of residence. You will find a list of German missions abroad at:</p> <p> www.auswaertiges-amt.de/de/ReiseUndSicherheit/deutsche-auslandsvertretungen/03-webseitenav/uebersicht/199290</p>
DAAD (German Academic Exchange Service)	<p>Further visa information for international students is published by the DAAD at:</p> <p> www.daad.de/deutschland/nach-deutschland/bewerbung/en/9199-visa-entry-into-the-country/</p>
All students	<p>Please inform our office (Bärbel Heurich) if you have received a visa for the entire duration of your stay or if you have a European passport. If you are planning on traveling around Europe after the end of the program, please make sure to check current visa regulations.</p>
Extension of Stay	<p>An extension of your residence permit for up to 4 weeks may be granted by the Immigration Office in Bonn if you have proof of health insurance and sufficient funds for this time period.</p>
Customs	<p>As a rule, you may import your baggage into Germany free of import duties and without any customs formalities. Study material and other equipment you need for your studies may also be imported duty free.</p> <p>Travel souvenirs and gifts may be imported or can usually be imported duty free if they do not exceed a total value of 430 Euros. (Special quantity and value limits may apply for certain goods.) For more specific information on the rules for students, you might want to check out the German Customs website, which is also available in English:</p> <p> www.zoll.de/EN/Home/home_node.html</p>

3 Getting to Bonn – Arrival in Bonn

Arrival Day : All students must arrive on the official arrival day. Please check our included checklist-leaflet with the „Academic Calendar“- you will find the official arrival date and other useful information.

[Arrival Day for students participating in the 4-week Orientation Course](#)

Accommodation in student dorms is not available prior to Arrival Day. Please arrange your travel plans accordingly. On the official Arrival Day, come directly to the International Club located in our main International Office building at Poppelsdorfer Allee 53 to check in and take care of many of the formalities associated with your stay. When you get to our office, you will receive an information folder with several important forms for you to fill out and sign. Afterwards, a shuttle bus will take you to your dormitory, where the international tutors will assist you with moving into your room. This shuttle service is only available on the official Arrival Day until 6 p.m.

On the official Arrival Day for our Orientation Course, we will be at the office from 8 a.m. - 6 p.m. Let us know what your expected arrival time will be. If you know in advance that you will arrive after 6 p.m., inform us in advance!

Also, give us a phone call if you have problems getting to Bonn in time because your plane or train is delayed.

Phone: +49 (0)228 73-3056

[Arrival Day for students NOT participating in the 4-week Orientation Course](#)

Your arrival day is usually one of the first week days of October or April – please see the Academic Calendar for exact dates. Come to our office at Poppelsdorfer Allee 102 between 9 a.m. and 5 p.m. to pick up an information folder with several important forms for you to fill out and sign. Shuttle service to the dorms is only provided for Junior Year Students.

From Frankfurt Airport : The best way to get to Bonn from Frankfurt Airport is by train. The train station is located right at the airport, just follow the signs for ground transportation / rail station. You need to go to the station for long distance trains, not for local trains. There is an ICE connection to Siegburg/Bonn, which takes approx. 40 minutes. There, you will need to transfer to the subway 66 at Siegburg which takes you in about 25 minutes directly to Bonn's main station ("Bonn Hauptbahnhof"). There are also local trains that go directly to Bonn, but they take more than two hours. However, they take a path along the Rhine river and will set a good tone for your study abroad experience in Germany.

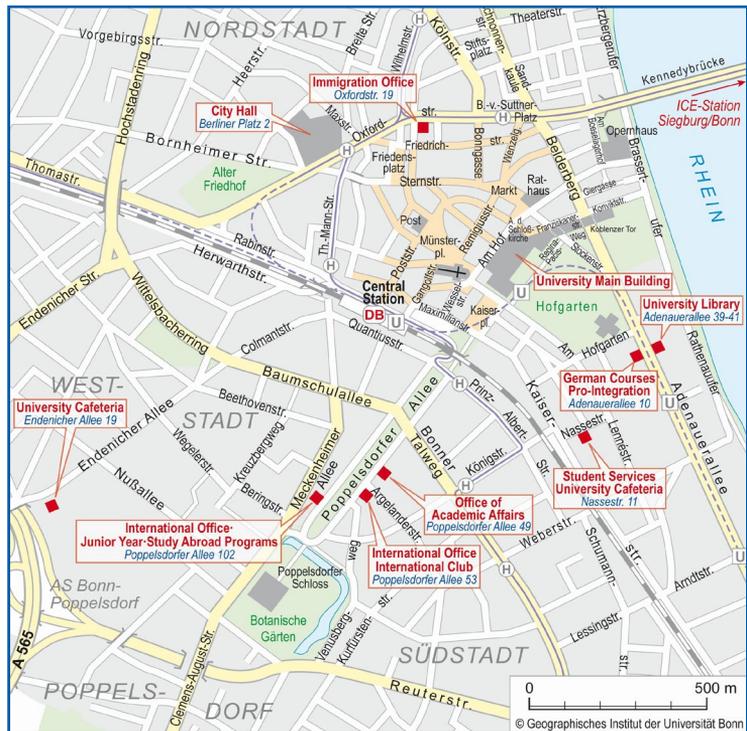
From Düsseldorf Airport : From Düsseldorf Airport your best option is the train. It leaves approximately every hour and takes about an hour to get to Bonn Hauptbahnhof.

3 Getting to Bonn - Getting to the International Office

Train Info and Tickets : For information on schedules, prices, and reservations see the Deutsche Bahn website (www.bahn.de). Tickets can be purchased online, from the DB information at the station or at ticket machines. You can pay with a credit card or with cash. It might be cheaper to book a seat on one particular train instead of getting an open ticket. However, please note that this will bind you to this one train which might be problematic if your plane is delayed.

From Cologne/Bonn Airport : Take bus SB 60 that runs between the airport and Bonn Hauptbahnhof. There is no direct train service. Shuttle buses depart every 30 minutes from the bus terminal at the airport. The ride to Bonn takes about 30 minutes. A one way ticket is available for approx. 8 Euros. Tickets can be purchased from a ticket machine directly at the bus terminal. It accepts cash only, so be sure to have some money at hand. You can also buy the ticket directly from the driver.

Getting to the International Office : From Bonn's main train station ("Bonn Hauptbahnhof") it is a 10 minute walk to the International Office (Poppelsdorfer Allee 53). However, if you have a lot of luggage, you might prefer to take a taxi. When you leave the station at the main entrance, turn right and walk parallel to the train tracks until you reach the end of the bus terminal. Behind the bus terminal to your right you will find a pedestrian underpass that leads directly onto Poppelsdorfer Allee. Walk straight up Poppelsdorfer Allee until you reach Argelanderstraße- a narrow street- on your left. The house on the corner is the International Office, Poppelsdorfer Allee 53.



Formalities to take care of within the first couple of days:

- Health Insurance
- Dorm Room and Lease
- Registration with the Resident Registration Office in Bonn (“Meldestelle/Bürgeramt”)
- Enrollment at the University of Bonn
- Opening a Bank Account (mandatory only for students receiving a stipend or a scholarship)

Health Insurance In Germany, students are required to have health insurance. Enrollment at the university is only possible with a valid health insurance certificate.

How to Provide Proof of Health Insurance:

Junior Year Program

Health insurance is included in your program fee. Upon arrival, you will be asked to sign the insurance form by a representative from one of the local public health insurance companies.

You are solely responsible for organizing your health insurance coverage in Germany. On the official Arrival Day, a representative from a local public health insurance company will be present at the International Office to answer your questions. You can purchase insurance or if you already have insurance, you can obtain a certificate, a so-called “Befreiungsbescheinigung” - providing that your insurance meets the requirements.

Direct Exchange Students

For students from non-EU/EFTA countries, providing proof of health insurance is not only required for your enrollment, but also for your residence permit and/or visa. Therefore, your health insurance must meet the requirements of the Immigration Office. For long-term stays (longer than three months) comprehensive health insurance is required. Your insurance must cover all costs for medical treatment in the event of serious illness and accidents in Germany. It should not have any maximum plan limit and it must include any treatments such as pregnancy, childbirth or psychological illnesses.

If you already have private health insurance that meets these requirements, you can obtain the so-called “Befreiungsbescheinigung” for your enrollment and your residence permit and/or visa application, e.g. from the representative of a local public health insurance company present on Arrival Day. For this purpose, please bring confirmation of your insurance (in German or English) including details such as your name as the insured person (not a family member), time of coverage, area of coverage, coverage of treatments etc. and ideally also the policy.

If your private health insurance is not sufficient or if you would prefer to purchase health insurance from a public health insurance company in Germany, you need to do so immediately after arriving in Germany, e.g. from the representative from a local public health insurance company present on Arrival Day. The fee is approximately 90 Euros per month.

All Students If you purchase insurance from a public health insurance company in Germany, you will receive a health insurance card by mail. So please check whether your name is visible on your postbox at your dormitory. You have to show your health insurance card every time you go to a doctor.



If you would like to see a doctor who speaks your native language, we can recommend one to you. Or see this website:

 www.kvno.de

Doctors If you are ill and feel you cannot wait for an appointment, you can go straight to a general practitioner during their opening hours (“Sprechstunde”). However, you may have to wait a while. Please note that most medical practices are closed on Wednesday afternoon.

In case of a serious accident, you can call an ambulance (phone: 112), 24/7. If, however, you are able to walk, you can go to the A&E (Accident & Emergency department, “Unfallambulanz”) at the nearest hospital. Please see page 34 for a list of emergency numbers and contacts.



Dorm Room and Lease	If not notified otherwise, we will automatically arrange your accommodation in the co-ed dormitories of the “Studierendenwerk Bonn”. All dorms are either within walking distance of the university or have easy access to public transportation. Each student will receive a single room. However, each dormitory is different- some have a private bathroom and kitchen, but in most cases you will share a large kitchen and bathrooms with other students, male and female. Please note that you cannot move into your dorm prior to the official Arrival Day (see page 10, “Early Arrival”).
How to	Gain Access to your Dorm Room
	You will sign the lease for your dorm room on Arrival Day. We will handle the rent payment for you.
Junior Year Program	There is no security deposit for your room, but please note that we will withhold your transcript until the dorm manager (“Hausverwalter”) signs your Room Condition Sheet (“Beleg über den Zimmerzustand”) to confirm that your room has been left in good order and no costs have been incurred.
	You have to sign your lease at the Studentenwerk Bonn: Nassestraße 11, (2nd floor) . When signing your contract, you will have to pay the Dorm Basic Set, the first month’s rent and a security deposit of two months’ rent in advance, either in cash or by credit card.
Direct Exchange Students	The subsequent monthly payments can be deducted from your bank account, so you will need to open a bank account (see page 15) as soon as possible and you will have to allow the Studierendenwerk to deduct your rent directly from your account. If the dorm manager confirms that you have left your room in good order and no costs have been incurred, your security deposit will be returned to you within 4 to 6 weeks after your departure in the form of a check to your home address.
Studierendenwerk	Office Hours: Mon., Tues., Thurs. 9 a.m. – 12 p.m., Thurs. additionally from 2- 4 p.m. Closed on Wednesdays & Fridays!
Resident Registration	You need to register at the Resident Registration Office (“Meldestelle” / “Bürgeramt”) of Bonn. All residents are registered here. We will fill out the form together. Our office will hand in all the registration forms to the city. If you move to a different apartment in Bonn or to another city, you will have to change your registration.
How to	Register with the City of Bonn
All Students	<ul style="list-style-type: none">➤ During the Orientation presentation we will fill in the city registration form together. Please bring along your passport! Afterwards we will collect the registration forms and take the documents to the Bürgeramt. Once we have received your registration with the city, we will hand them out to you. For students in a private accommodation: You need to bring along your “Wohnungsgeberbescheinigung”, i.e. a move-in confirmation. Ask your landlord for it.➤ Keep the confirmation of your registration in a safe place. You will need it to open a bank account and to get your residence permit at the immigration office.

Enrollment at the University of Bonn	The International Office will take care of enrolling you at the university. We will ask you to sign the enrollment form on Arrival Day. We also need evidence of your health insurance coverage to enroll you. As soon as you have been enrolled, your student ID will be sent to your dorm address. Your student ID also doubles as your so-called “Semesterticket”, which enables you to take buses and trains in and around Bonn and all of NRW free of charge (please refer to p. 28 “Semesterticket” for more detailed information). Insurance for accidents which occur en route to and from the University, to your place of residence, and on university grounds, is also included in the social fee.
How to	Enroll at the University (“Einschreibung”)
Junior Year Program	Sign the form “Antrag auf Einschreibung” on Arrival Day.
Direct Exchange Students	Sign the form “Antrag auf Einschreibung” on Arrival Day. You need to present proof of a valid health insurance in the form of a certificate (pp. 12-13). You will receive a request to pay the “Sozialbeitrag”, a social contribution of currently approximately 290 Euros, which all students enrolled at the University of Bonn have to pay. This is not a tuition fee! With these fees the university finances several social services for students as well as the Semesterticket.
Bank Account	Since many transactions are paid via bank transfers, we recommend that you open a German bank account at a local bank. You can open a checking account (“Girokonto”) at any local bank after registering with the Residents’ Registration Office (“Bürgeramt”). For students, the checking account is usually free of charge. Just don’t forget to close the account before your departure. Some German banks will allow you to overdraw your account to a certain degree. This is called a “Dispo” and you might not be notified that you do not have enough money in your account to make a withdrawal or transfer money to another account. Please keep track of your account on your own, either by using online banking or by printing bank statements (“Kontoauszug”) at one of your bank’s branch offices on a regular basis.
How to	Open a Bank Account
	<ul style="list-style-type: none">➤ Choose a local bank➤ Bring along your passport, registration certificate from the city of Bonn and your student ID➤ Open the account
Junior Year Program	If you are among those students who will receive a food stipend through the International Office, you will have to open a German bank account. While you will receive the first month’s stipend in cash upon your arrival, we will transfer the money directly to your bank account from the second month on. After opening the account, forward your bank account details to us.

Direct Exchange Students Forward your bank account details to the Studierendenwerk for your rent and, if applicable, to your German insurance.

Residence Permit Visa All (non EU-) students staying in Bonn for more than three months need to register with the local Immigration Office ("Ausländeramt") in order to obtain a residence permit.

Should you already have a valid residence permit (visa) for the complete duration of your stay in Germany, this does not concern you. Please inform our office (Bärbel Heurich) accordingly. This also counts for students who have a EU-passport in addition to the passport from their country of residence. However, in these two cases you still need to register at the Residents' Registration Office (see section "Resident Registration").

Most students In all other cases we will organize an appointment for you at the [Immigration Office](#) with our help. Please see below.

How to Obtain Your Residence Permit

We will assist you with the application procedure when you arrive. You will find the application and collection forms in your Welcome Folder. You will need your passport, your registration confirmation from the Residents' Registration Office, 2 biometric photos and approx. 100 Euros.

Information on requirements for biometric photos are available (in German) here:

www.bmi.bund.de/cae/servlet/contentblob/122876/publicationFile/15716/Passbild_Schablone_Erwachsene_de.pdf

On the day of your appointment, one of our colleagues will meet you at the Immigration Office situated on Oxfordstraße 19. The best way to get there is either by bus or by tram (get off at the stop "Stadthaus").

We will inform you about your appointment and procedure by email. So please remember to read all emails from the International Office carefully!

Immigration Office [Ausländerbehörde Bonn](#)
[Oxfordstr. 19, 53111 Bonn](#)
Office Hours: Only by appointment

The Academic Year in Germany At German universities, the academic year is divided into two semesters, a winter semester and a summer semester. The winter semester runs from October 1st to March 31st, the summer semester from April 1st to September 30th. Classes usually start about 2 weeks into the semester and end in early/mid-February (for the winter semester) and in mid-/late July (for the summer semester). During the break between semesters students usually write research papers, work on presentations, prepare for exams or gain work experience through internships. For specific dates, see the academic calendar on the back of the checklist.

Courses Offered by the International Office The International Office offers a number of German language and culture classes you can take, depending on your German proficiency.
www.studyabroad.uni-bonn.de
Follow the link to [Course Information](#) and then [Courses Offered by the International Office](#).

Orientation Course In general, your study abroad program in Bonn begins with a 4-week orientation course in March or September. The aim of the orientation is to prepare you in terms of language and culture for classes at the university and to offer an introduction to German life and civilization. The course contains approx. 68 units of instruction, each lasting 45 minutes. Apart from language instruction you can choose from different workshops on topics such as German literature, history, politics, and theater. In addition, we offer an extensive cultural program including excursions, concerts, and other activities.

German Language Courses During the semester, the International Office offers German language classes on different levels (from "Intensive German" for beginners and intermediate learners up to more specialized courses for advanced students, e.g. "Conversation and Vocabulary", "Advanced Composition", "Advanced Phonetics", etc.), as well as specially designed interdisciplinary classes from the fields of German culture and civilization.



Mr. Boeschmeyer

Regular Courses at the University Students can choose from all courses regularly offered at the University of Bonn, provided they have the necessary qualifications. The university offers about 100 degree programs and a wide range of courses. The classes offered by our seven faculties encompass the entire range of the humanities, social sciences, natural sciences, medicine, and law. In general, the language of instruction is German. Some departments offer a few courses in English. All these courses can be found on "Basis", the university's online course description catalogue:
www.basis.uni-bonn.de

There are different types or levels of courses offered at the university:

Modul	A “Modul” (module) consists of a set of interrelated courses, e.g. a “Vorlesung”, a “Seminar” and an “Übung”. German students have to attend all courses belonging to each module and take one single examination in order to obtain credits for the entire module. International program and exchange students, however, are free to choose individual courses from different modules and arrange an exam with the professors for each course. Make sure to discuss this with your instructor at the beginning of the semester.
Vorlesung	This is a lecture course offered by prominent senior professors. It is designed to give students an overview of a certain topic. Lecture courses are offered for students at all levels. There is generally little opportunity for discussion – students mostly listen to the professor’s presentation. These courses are usually not graded, but international students might arrange to take a final exam with the professor (oral or written) and, thus, get a grade for their transcript.
Seminar	A “Seminar” is characterized by a smaller group of students actively participating in compiling and discussing a specific topic with a lecturer. Independent academic studies and short oral presentations are usually expected. Seminars are offered at the undergraduate and graduate level.
Übung	Literally, a practice: Usually a relatively small class that provides basic knowledge for future independent work; generally devoted to weekly reading assignments and sometimes writing assignments as well. Students may have to prepare an oral presentation and/or write a term paper.
Tutorium/Arbeitsgemeinschaft (AG)	Tutorials are usually taught by graduate students or teaching assistants. They are offered in combination with a “Vorlesung” or “Seminar” in order to deepen your knowledge of the material covered in the “Vorlesung” or “Seminar”.
Grades	We distinguish between graded and ungraded (audit or pass/fail) courses. For just passing a course without receiving a grade, students generally only give an oral presentation. If you want to audit a course, make sure to discuss with the professor how your attendance will be monitored, e.g. by signing an attendance sheet. In order to get a grade for the course, however, you will have to prepare an oral presentation and write a term paper or a final exam. All professors will receive a grade sheet from our office that they will return after evaluating your performance at the end of the semester.
c.t. und s.t.	Please note: Classes traditionally start 15 minutes after the hour. This is called “cum tempore” (c.t. “with time”) or “das Akademische Viertel”. “Sine tempore” (s.t. “without time”) means that the class starts exactly at the time given. The custom differs in every department.

How to Choose and Register for Courses

“Vorlesungsverzeichnis” Course Catalogue	<p>You are free to choose your classes from all courses offered at the university, provided you meet the prerequisites for the class. You can find all university courses online at www.basis.uni-bonn.de</p> <p>The online course catalogue also contains course overviews and contact information of all teachers, departments and other university institutions. You can also search for classes taught in other languages than German.</p>
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Registration for International Office Courses	<p>The International Office offers German language classes on various levels as well as topical classes taught in English and German. At the end of the Orientation Course your teacher will recommend which International Office classes you should take. You will then be able to sign up for these courses on our website:</p> <p>www.studyabroad.uni-bonn.de > course information > courses offered by the International Office</p>
Registration for University Courses	<p>For most regular university courses you have to register in advance. It is recommended to do so during the course advisement days organized by the International Office. The deadlines posted in the course catalogue only apply to regular Bonn students. Even if some classes have already reached the limit of enrollment, professors generally will accept international program students into their classes. Contrary to regular Bonn students, Junior Year and Direct Exchange Program students cannot sign up online through the course catalogue and enrollment portal at www.basis.uni-bonn.de. The registration process for Junior Year and Direct Exchange Program students varies – it could be by email, by seeing your instructors during their office hours or by speaking to your instructor at the beginning of the first session. The staff at the International Office will gladly help you with this process. For lecture classes no prior registration is necessary. However, if you want to get a grade for a “Vorlesung”, you will have to talk to the instructor at the beginning of the semester and arrange for a final exam (oral or written).</p>
Academic Advice	<p>Towards the end of the orientation there will be an information session on how to choose classes and the registration process. Apart from that, Mr. Gerkhausen and the staff of the Junior Year and Direct Exchange Program will be available for individual advising and will help you as best as they can with planning your course work. Whenever you have questions or concerns about your studies, please do not hesitate to contact the staff at the International Office or Mr. Gerkhausen.</p>
Contact	<p>w.gerkhausen@uni-bonn.de / studyabroad@uni-bonn.de</p>
Academic Standards & Requirements	<p>Please be aware that the academic standards in Germany may be different from what you are used to at your home university. During the few first classes, you will be able to observe how in-class performance may differ. To get a better idea of the expected standards and requirements for presentations, exams or term papers in your specific field, we recommend that you ask your professors for guidelines and maybe even sample exams and/or papers early on. Your classmates may also be a good informal source of advice.</p>
Credit Transfer	<p>You will obtain credits for all courses successfully completed during your program. The International Office issues an official transcript which will be sent to your home institution. Since acknowledgement of the credits is reserved for your home institution, we advise you to inquire about all questions regarding credits prior to departure.</p>

Cultural Program In unison with academic courses, the International Office offers an extensive cultural program which includes field trips, museum visits, and other activities, and as part of the Junior Year Program also a six-day excursion to Berlin. This cultural component of the program is meant to help you understand and learn as much as possible about Germany, its history, culture and society. The different activities and excursions are, therefore, specifically selected to cover various topics and different eras of German history and civilization, e.g. the ancient heritage of the Romans, Germany in the Middle Ages, the 20th century, the changing role of Berlin and other typical aspects of German culture. Participation in all events of the cultural program is voluntary during the semester. Still, we recommend that you take part in at least one excursion or event from each of the above areas in order to get a broad image of our country.

Discovering Germany

- Our Ancient Heitage German history dates back more than 2000 years. Many cities in the western part of Germany – like Bonn and Cologne – trace their origins back to Ancient Roman settlements. You will be surprised how many traces of the Roman epoch can still be found today.

- The Middle Age Castles, knights, tournaments, timber-framed houses – this is what many people associate with the Middle Ages. The Rhineland is indeed famous for its many representations of medieval culture and architecture. For instance, there are many old castles along the Rhine river, and the Cologne Cathedral is an impressive example of medieval architecture. Join us for a trip back to the time between 1000 and 1500.

- The 20th Century The 20th century was, in the words of historian Eric Hobsbawn, “The Age of Extreme.” Two World Wars, the Weimar Republic, the Holocaust, the division of Germany, the Berlin Wall, the peaceful revolution of 1989 and the reunification in 1990 were historical that shaped this century, and their impact is still felt today. Germany in the 21st century cannot be understood without looking at Germany in the 20th century. Therefore, we would like to explore with you the events and developments of the years between 1900 and 2000.

- Berlin: Old and New Capital In 1991 Berlin became the official seat of government again. (Before that, Bonn had been the capital of Western Germany for 42 years!). Berlin is a place where history becomes tangible. Remains of the Berlin Wall are still visible today. There is also the Brandenburg Gate, which has become a symbol for German reunification. On a trip to Berlin you will have plenty of opportunities to discover both the old and the new German capital.

- Culture and Society Bach and Beethoven, Goethe and Schiller, Martin Luther and Immanuel Kant – Germany is the home of famous composers, as well as poets and thinkers. At the same time Germany is famous for its beer, its wine, the Oktoberfest, and – especially in the Rhineland – for its Karneval. We invite you to learn more about these and many other aspects of German culture.

The German university system gives the individual student a lot of freedom but also a great deal of responsibility for their own success. We would like you to experience as much as possible of both. Please keep the following things in mind:

Regular Attendance	Attendance is compulsory in all classes. In case of illness or any other compelling reason for absence you should notify your instructors, letting them know the reason for your absence – if possible in advance. Missing class more than twice could mean losing some or all of the credits.
Early Departure	Final tests and examinations usually take place during the last two weeks of the semester. Special arrangements are not possible. Therefore, an early departure could mean the loss of credits. You bear the entire responsibility for leaving before the official end of the program.
Deadlines	We will inform you about deadlines for course registration, pass/fail declaration, dropping a course, etc. by email. It is important to keep to all deadlines.
Emails from the International Office	The International Office sends most important information by email. It usually concerns matters such as course registration, re-enrolling for the next semester, or procedures at the end of your stay in Bonn. Please read these emails carefully and keep them for your future reference.
Official Letters	Also, if you receive any official letters you do not understand, please see us immediately. In order to help, we need to know as soon as possible!
Letters and Fax	You should forward your new address to your relatives and friends at home as soon as possible, so that your personal mail will be sent directly to your dorm. Please do not forget to write your name on your letter box in the entrance hall of the dorm. Mail from your home universities will usually arrive at the International Office and we will notify you.
Excursions	As part of your program, several full or half-day excursions and a one-week trip to Berlin are offered. You will be informed about all of these events by special announcements. For most excursions, we will have sign-up lists during Kaffeestunde. If you sign up for an excursion, your signature will be considered as confirmation for your participation in the event. Therefore, please sign up only if you really want to go.
Excursion to Berlin	The six-day excursion to Berlin takes place every semester. Participation in this trip is subject to special invitation. All Junior Year Program Students will be invited to the trip, all remaining spots will be offered to direct exchange students. The aim of the excursion to Berlin is to show you country-specific aspects of German history, politics, and culture. Attendance at the respective tour programs is expected. If you reject your invitation, reimbursement for the missed trip is not possible.

Student ID : Your student ID is an official document that you should always carry with you. You need it for example to obtain a code card at the university library, to register for university sports courses or to use any other university facilities. Additionally you will get reductions for students at many theaters, museums, cinemas etc. And above all, your student ID is a ticket for the public transportation system (see p. 28 “Semesterticket”).

Libraries : There are various university and departmental libraries as well as the public libraries of Bonn to choose from:

University Library : The central library of the university is the University Library (“Universitäts- und Landesbibliothek – ULB”). The University Library’s collection includes about 2 million books and magazine volumes, plus an extensive collection of microfiche documents. The University Library is divided into several sections. Following, you will find more information on the different sections of the library.

Main Library (Hauptbibliothek) : The Main Library offers general reference works and has a focus on the humanities, theology, law and economics. In order to borrow books, you need to register at the front desk of the Main Library with your student ID and the registration confirmation you received at Bonn’s Residents’ Registration Office. At the beginning of each semester, the library offers orientation tours for new students. It is a good idea to take part in such a tour to familiarize yourself with the library.

[Adenauerallee 39-41, 53113 Bonn](#)

[Phone: 0228-73-7325](#)

Opening hours (reading room): Monday- Sunday: 8 a.m. to midnight.

Library for Medicine, the Sciences, and Agriculture (Abteilungs- bibliothek MNL) : This section features literature on mathematics, computer science, natural sciences, medicine, nutrition, environment and agriculture.

[Nußallee 15a, 53115 Bonn](#)

[Phone: 0228-73-3405](#)

Opening hours (reading room): Monday- Sunday: 8am to midnight.

OPAC : For more information on the University Library and access to the online catalogue

 www.ulb.uni-bonn.de/

Departmental Libraries (Institutsbibliotheken) : Each department or institute also has its own library. The departmental libraries usually do not lend books, they are reference libraries. Some of them do allow you to borrow books over the weekend though. Since the rules may vary from department to department, please inquire about the particular arrangements.

Public Library : The public library is in the city center, located behind the main post office (Bottlerplatz). This library addresses the broad public, therefore providing a wide range of literature and not specifically geared to scientific research. You can also borrow movies and games, as well as books and magazines in English.

The books are freely accessible and can be borrowed if you are registered with the library and pay a small fee for each item you borrow.

Mülheimer Platz 1, 53111 Bonn

Phone: 0228- 77- 4570

Opening hours: Wed. 10 a.m.-8 p.m., Tue., Thur., Fri. 10 a.m-7 p.m.

Sat. 10 a.m.- 2 p.m.

Online Catalogue More information and access to the online catalogue at: www.lib.bonn.de



Volker Lammert / Uni Bonn

Computers / Internet Access All dorms are equipped with high-speed internet connections, so bring along your laptop computer.

You are also welcome to use our three computers at the International Club during opening hours.

Please note that there are different opening hours of the International Club during the semester break.

- **WiFi Access:** The University of Bonn provides its students with free WiFi access. WiFi is available in many publicly accessible working areas of the university (such as libraries, lecture theaters, etc.) and we are constantly expanding the coverage.
- **Eduroam:** allows registered students and employees to use WiFi not only at the University of Bonn, but also as guests at other scientific institutions. Guests at the university can also use the Bonn WiFi network with the user ID and password of their home institution.
- **Bonnet:** is designed for access in the area of the facilities of the University of Bonn. An additional VPN client is required.
- **CIP-Pool:** Computers on campus can be used for free. For most computers you will need your uni-bonn account details to log in. You will receive your account details with your student ID letter. Please consider that the computers have limited internet access, to be used for academic purposes only.

Mensa : You need to purchase a so-called „Mensakarte“ (mensa card) in order to pay for your food. You can get a card at the Info Point Mensa Nassestraße or in every other Mensa of the University of Bonn.

The university's cafeterias ("Mensa") offer affordable meals for students. Prices vary between 0.90 Euros and 3.80 Euros. There is always a vegetarian dish available.

The menus are posted in the cafeterias and can be checked online:

👉 www.studentenwerk-bonn.de/gastronomie/speiseplaene/diese-woche/#

Please note that opening hours may vary during semester breaks.

Mensa Nassestrasse [Nassestraße 11](#)

Mon-Thu	11.30 a.m. - 2.30 p.m.
Fri	11.30 a.m. - 2.00 p.m.
Sat	Closed

Carls Bistro [Nassestraße 15 \(next to the Mensa Nassestraße\)](#)

Mon-Thu	11.00 a.m. - 4.00 p.m.
Fri	11.00 a.m. - 3.00 p.m.

Mensa Poppelsdorf [Endenicher Allee 19](#)

Mon-Thu	11.30 a.m. - 2.15 p.m.
Fri	11.30 a.m. - 2.00 p.m.

Venusberg Bistro [Sigmund-Freud-Straße 25](#)

Mon-Thu	11.30 a.m. - 2.45 p.m.
Fri	11.30 a.m. - 2.30 p.m.
Sat	12.00 p.m. - 2.00 p.m.



Colourbox

University Sports : The University of Bonn offers more than 100 different kinds of sports and approx. 450 courses per week. Many courses are free of charge – only participation in certain sports programs such as gliding, skiing, tennis, dance classes, etc. require a small contribution towards expenses. Moreover, you can use the university's sports center on Venusberg, Nachtigallenweg 86 (for soccer, volleyball, gym etc.) free of charge. Further information and a brochure with all courses are available from:

[AStA-Sportreferat](#)
Nassestraße 11, 53113 Bonn
Phone: 0228-73-7045, Fax: Tel.: 0228-26- 2210
www.sport.uni-bonn.de

Music and Arts Kulturforum The “Kulturforum” is the new common umbrella for all cultural activities at the University of Bonn with its four independent divisions: music, dance, fine arts and literature & theater.

[Kulturforum](#)
Poppelsdorfer Allee 49
53115 Bonn
Phone: 0228-73-5062
www.uni-bonn.de/einrichtungen/kulturforum/

Music This division offers several choirs and orchestras – from classics to jazz. For more information on the different ensembles, rehearsal and audition dates, please contact:

[Kulturforum der Universität Bonn](#)
Sparte Musik
Am Hof 7
53113 Bonn
Phone: 0228-73-5872
kulturforum.musik@uni-bonn.de
www.uni-bonn.de/einrichtungen/kulturforum/musik

Dance The courses offered by this division can be found in the course catalogue of “Hochschulsport”:

www.sport.uni-bonn.de

Arts This division offers courses in painting, drawing and photography, among others. Course Registration address: kulturforum@uni-bonn.de

www.uni-bonn.de/einrichtungen/kulturforum/Atelier



Literature & Theater	<p>The division called “litterarium” offers public readings, theater courses, literary groups and much more.</p> <p>Phone: 0228-73-7789 stadler@uni-bonn.de</p> <p>www.uni-bonn.de/einrichtungen/kulturforum/litterarium</p>
University Museums	<p>Ten museums, presenting fascinating collections of Egyptian mummies and fossils as well as high-end micro chips, belong to the university. Check out the different museums and their exhibitions at:</p> <p>www.uni-bonn.de/einrichtungen/museen</p>
Student Organizations	<p>“Allgemeiner Studierendenausschuss” (short AstA, student union)</p>
ASTA	<p>The AstA represents all students enrolled at the University of Bonn. It is elected annually. The AstA has various subdivisions dealing with specific topics and offers student-focused services, i.e. international student affairs, sports, counselling on social and legal matters, cultural, ecological and political activities. Throughout the semester, a variety of information campaigns, as well as parties, are organized by the AstA. Moreover, the AstA runs two shops which offer stationery and other useful study utensils at reasonable prices in the Mensa Nassestraße and the Mensa Poppelsdorf.</p> <p>Office hours: Mon.- Fri. 11.00 a.m.- 3.00 p.m.</p> <p>Nassestraße 11, inside the Mensa building, 1st floor</p> <p>Phone: 0228-73-7030 Fax: 0228-262210</p> <p>More information about the AstA and its activities at:</p> <p>www.asta-bonn.de</p>
Fachschaften	<p>Most disciplines and departments have their own student interest groups (“Fachschaften”) which take care of particular students’ interests and offer orientation events at the beginning of every semester, as well as guidance during the semester.</p> <p>Links to Fachschaften and other student organizations:</p> <p>www.asta-bonn.de/Fachschaften</p>
Counseling, Support, Advice	<p>Studying abroad can be challenging at times. If you encounter any difficulties or mental health problems while in Bonn, please do not hesitate to contact our staff and we will help you find the support you need.</p>
Psychotherapeutic Counseling Center	<p>The Psychotherapeutic Counseling Center offers help and advice with difficulties related to your studies or personal issues. All students of the University of Bonn have the opportunity to get help from the counseling service free of charge. In case of worries or mental health problems, please ask the counseling service for an appointment. There you will receive help and be referred to a psychotherapist or physician if needed.</p> <p>Poppelsdorfer Allee 49, 53115 Bonn, Phone: 0228-73-7080</p> <p>Registration: Mon.-Thurs. 8.30- 10.30 a.m., 2.30- 3.30 p.m.</p>

Social Activities : There are numerous ways to meet other students such as sports programs (see p. 25), music, art and other cultural events. Here are a few of them:

Events in Dorms : Tutors in the student dorms organize a variety of events (sports, culture, cooking, etc.). These events are announced on posters and flyers in the dorms.

Sprachtandem : Language exchange partners: You want to improve your German and at the same time teach your mother tongue to a German native speaker? At the ASTA you can post an advertisement to find a "Sprachtandem" partner or search for offers:

 www.asta-bonn.de/sprachtandem.html

Kaffeestunde and International Club : Once a week around lunch time the International Office holds a "Kaffeestunde". The exact times are announced at the beginning of each semester. Located in our International Club room, you can have a cup of tea or coffee, eat cookies, hang out with other students and talk to our staff members.

The International Club is open Mondays to Thursdays 6- 11 p.m. and offers a variety of activities. The program is available at:

 www.internationalerclub.uni-bonn.de

Excursions : The International Club and the ERASMUS Student Network offer excursions for international students as well. Please see:

 www.internationalerclub.uni-bonn.de; www.esn-bonn.de

Freshmen-Trips („Erstifahrten“) : Most Fachschaften organize so-called "Erstsemesterfahrten", weekend trips which offer a great opportunity for new students to get in touch with others. This may also be a chance for you to get to know German students!

Further Activities : More information on leisure activities and current events in Bonn can be found on our website at:

 www.studyabroad.uni-bonn.de

Calendar of Events : Bonn has recurring annual events. We have listed some of these events, but you can always find out what is going on in the Bonn area on the city's website:

 www.bonn.de

Rheinauen-Flohmarkt : Every third Saturday, April through October (huge flea market in the Rheinaue)

Rhein in Flammen : First Saturday in May (fireworks in the Rheinaue and along the Rhine river)

Bonner Sommer : May through September (large variety of free concerts on the Bonner Marktplatz)

Open-Air Concerts : June through September (internationally renowned artists perform at the Museumsplatz)

Open-Air Kino : July and August (silent movies and art-house cinema in the Arkadenhof of the university)

Beethovenfest : September/October (musical festival with numerous internationally renowned artists)

Pützchens Markt : Beginning to mid-September (huge carnival, Bonn's little "Oktoberfest")

Weihnachtsmarkt : Throughout December (End of November until Christmas, Christmas market in the pedestrian area of the city)

Semesterticket for Public Transportation

All students enrolled at the University of Bonn are entitled to use public transportation in NRW free of charge. In combination with a photo ID, your student ID serves as a ticket for the public transportation system in and around Bonn. The semester ticket is valid for six months (starting October 1st or April 1st respectively). It allows unlimited travel on buses, trams, and regional trains within the region of the whole federal state of North Rhine-Westphalia. Further information is available from the information office of the Bonner Verkehrsbetriebe, situated in the underpass at the main train station (Bonn Hauptbahnhof).

For timetables and further information on buses and trams see:

 www.vrs-info.de

Bikes

Living close to the city center you will soon find that bicycles are a good option to get around. Bikes are also fun for weekend trips in the Bonn area. They are allowed on Rhine riverboats for a fee of 2 Euros, and with your Semesterticket you can take them along on most public transportation. During the Orientation Course (March/September), however, you are not allowed to take a bike along free of charge. You can buy a bike second-hand and sell it again later. Check out ads on the university's notice boards or go to the bicycle market held alongside the university's main building (in the Hofgarten), every semester.



Martina Stephan / Uni Bonn

Cars / Driver's License

If you are an EU/EEA citizen, you are allowed to use your driver's license in Germany without having to apply for a German license. Nevertheless, there are certain limitations. If you are a citizen of a non-EU/EEA country, you are allowed to use your foreign driver's license for six months after setting up your permanent residence in Germany. If you will be residing in Germany for longer than six months but less than one year, you can obtain a six-month extension to use your existing license. If you will be living in Germany longer than a year, you will need a German driver's license. For details, please contact the city of Bonn's driver's license department (Phone: 0228-776677).

For further general information on driver's licenses in Germany:

 www.verkehrsportal.de/intkfzvo/intkfzvo_04.php

Radio and Television : Every household in Germany has to pay the so-called “**Rundfunkbeitrag**” which is a fee for public broadcasting. As the fee is now conform to the principle “one flat, one fee”, it does no longer matter whether you actually own a radio, TV set, cellphone or computer or not. If you share an apartment, you can ask your roommates to share the fee. For more information please check:

“Rundfunkbeitrag”  www.rundfunkbeitrag.de

Telephone Getting a regular phone connection is certainly an option, however, mobile phones and online services provide alternatives that are cheaper and more flexible.

Mobile Phones Depending on the provider, there are various contracts and you can choose between Pre-Paid-Calling Cards and contracts of different lengths. Consider the duration of the contracts before you sign them! There are several stores for mobile phones in Bonn where you can get advice. Bring your own phone if its technology works in Europe.

Voice over IP The cheapest and easiest option is to use apps such as Skype or Viber. The internet connection provided in the dorms is fast enough.

Customs Regulations for Postal Items : Usually, every postal item from outside the EU has to be cleared at customs. However, there are exceptions. Postal items can be delivered directly without going through customs when the following conditions are met:

- Both sender and receiver are private individuals.
- The goods are meant for usage or consumption by the receiver only.
- No purchase was made concerning the goods.
- The value of the goods does not exceed 45 Euros.
- If the declared value of the goods exceeds 45 Euros, import duties must be paid! However, materials and equipment needed by students for their studies are exempted from this rule. This includes books, laptops, printers, etc.

Therefore, if somebody wants to send you a package from home, they should keep in mind the following:

- The content of the package must be declared in detail. If you have somebody send you study material or equipment (books, computer, printer, etc.), make sure they declare it as study material.
- All relevant documents (descriptions of content, invoice, etc.) have to be attached visibly and easily accessible on the outside of the package.

Please make sure your package is properly and safely packed to prevent loss or damages.

Customs (“Zoll”) More information on customs regulations is available at:

 www.zoll.de

Work Permit Except for students who are citizens of EU member states, EEA states or Switzerland, international students are only allowed to work for a limited number of days (120 days or 240 half days per year) without a work permit. Therefore it is absolutely essential that you estimate your financial means realistically. The provisions of German labor laws are very strict. By breaching these laws you might risk being forced to leave Germany ahead of time.

Further information on German labor law:

 www.daad.de/deutschland/in-deutschland/arbeit/en/9148-earning-money/

	<p>There are various religious communities at the university, but you can also contact your local congregations.</p>
Catholic Student Community (KHG)	<p>The Catholic Student Community or Katholische Hochschulgemeinde (KHG) wants to foster community spirit through religious services and events such as parties, lectures or discussion groups.</p> <p>Contact for international students: Frau Rademacher (Phone: 0228-91445-19; email: henrike.rademacher@khgbonn.de).</p> <p>Brüdergasse 8, 53111 Bonn www.khgbonn.de</p>
St. Thomas More Catholic Community	<p>English speaking Catholic Community</p> <p>Cheruserstraße 11, 53175 Bonn-Bad Godesberg Phone: 0228- 5369840</p> <p>Dietrich-Bonnhoeffer-Str. 2, 53227 Bonn Phone: 0228-462041</p>
Greek Orthodox Parish of Agia Trias Bonn Muslim Community	<p>There are various mosques in the area of Bonn. Moreover, you can get in contact with the Islamische Hochschulvereinigung Bonn (Islamic University Community) to join in prayers and seminars and other activities:</p> <p>info@ihv-bonn.de https://www.facebook.com/bonn.ihv</p>
Protestant Student Community (ESG)	<p>The Protestant Student Community or Evangelische Studentengemeinde (ESG) is a meeting place for students wanting to spend time with others on a spiritual and everyday level. The ESG Bonn also offers movie nights, clubs (choir, photography, environmental protection, Latin dance, soccer, games, etc.), international parties and study trips. The student minister and Mr. Campbell-Cohen have special office hours for international students: Thu 9 a.m.- 12 p.m.</p> <p>Venusbergweg 4, 53115 Bonn Phone: 0228-9119914 www.esg-bonn.de</p>
American Protestant Church	<p>Protestant Services in English</p> <p>Kennedyallee 150, 53175 Bonn Email: office@apcbonn.de Phone: 0228-374193 www.apcbonn.de</p>
The Synagogue Community	<p>Synagogengemeinde</p> <p>Tempelstraße 2-4, 53113 Bonn Phone: 0228-213560 synagogebonn@aol.com</p>

Shopping : There are plenty of opportunities to go shopping in Bonn:

Clothes and Department Stores Right in the city center – between Münsterplatz, Friedensplatz and Marktplatz – is a large number of clothing stores, shoe stores and more, as well as large department stores, such as KAUFHOF and KARSTADT, where you will find everything from clothing, sportswear, and electronic devices to kitchen and bathroom equipment. There is also a large food section inside Kaufhof (which is a little more expensive than other large supermarkets).

Food Large food chains (supermarkets) are for example ALDI, EDEKA, LIDL, NETTO and REWE. The cheapest of these are ALDI, LIDL and NETTO. Simply ask your dorm tutor for the closest supermarket. At the daily market in front of the old town hall (Marktplatz), you will find fresh fruit and vegetables (Mon.- Fri. 8 a.m. – 6.30 p.m., Sat 8 a.m.- 4 p.m.). There are also quite a few organic food supermarkets all over Bonn. Two rather big ones are conveniently located right at the main station- BASIC near the city / main entrance and ALNATURA next to the entrance “Quantiusstraße”.

ASTA-Shops The ASTA-Shop in the Mensa Nassestraße sells stationery at favorable prices (Mon- Fri 11 a.m.- 3 p.m.).

Books Books for classes (as well as the course catalogue) can be found at BÜCHER BEHRENDT and THALIA (both located close to the main building, Am Hof)

Opening Hours Rules on opening hours are much stricter in Germany than in many other countries:

Stores and Shops Most stores in the city center are open Mon- Sat between 10 a.m. and 8 p.m. In suburban regions some stores close at 6.30 p.m. or 7 p.m. All stores remain closed on Sundays and on public holidays. Exceptions are small street stores (Kiosk), stores in railway stations, airports and gas stations. However, prices are very high and the range of products is very limited.

Banks Banks are usually open Mon.- Fri. 8.30 a.m.- 4 p.m. and closed on Saturdays and Sundays.

Post Office The Post Office on Münsterplatz is open Mon.- Fri. 9 a.m. - 8 p.m. and Saturdays 9 a.m.- 4 p.m.

Tipping How much tip should you leave when eating out?

The prices cited on the menu actually include a 19% value-added-tax and a service charge. Nevertheless, it is customary to leave a tip in restaurants, cafés, bars and other places where the bill is brought to your table. The size of the tip depends on the friendliness, quality and service. The rule of thumb is as follows: you allow about 5-10% of the sum for a tip.

Waste Separation : You might already have noticed many different trash cans in various colors, be it in your dormitory or all over town. These serve to separate and recycle:

Black Trash Can Household waste

Blue Trash Can Paper and cardboard

Yellow Trash Can Plastic and aluminium wrappings and packages (such as yogurt cups, cans made from tin foil, plastic foils, Tetrapak – milk and juice packages, etc.)

Green Trash Can Organic waste

Recycling Recycling is an important issue in Germany:

Non-Refundable Bottles Glass bottles and glass which have been bought without leaving a deposit are collected in special glass containers set up all over the city. Bottles are separated according to the color of the glass (green, brown and white).

Bottles with Refundable Deposit When buying beverages in Germany, you will often have to pay a deposit for bottles and also for cans. Upon returning the empty bottle or can to the store you will get back your deposit (the so-called “Pfand”). So before getting rid of your bottles in one of the above-mentioned glass containers, make sure its not a “Pfandflasche”, which should always be marked on the label.



There are also recycle bins for empty batteries in many dormitories and supermarkets.



Volker Lammert/ Uni Bonn

Emergency Numbers:

Police	110
Fire Department	112
Ambulance	112
Toxic/Poison Emergency Center, Bonn/NRW	0228- 19 240
Toxic/Poison Information	0228- 19 240

Doctors on duty (Wednesday afternoons, at night and during the weekend)

Physician on duty	116 117
Dentist on duty	0180- 59 86 700
Pharmacies on duty (Apotheken-Notdienst)	 www.aponet.de/service/notdienstapotheke-finden/suchergebnis/0/Bonn.html

Hospitals and Clinics:

Hospital St. Elisabeth	0228- 5 08- 0; Prinz-Albert-Str. 40
Hospital St. Petrus	0228- 5 06- 0; Bonner Talweg 4-6
Hospital St. Johannes	0228- 7 01- 0; Kölnstr. 54
University Clinics	0228- 2 87- 0; Sigmund-Freud-Str. 25
Dental Clinic MEDECO	0228- 9 85 90- 0; Welschnonnenstr. 1-5

Please contact us at the International Office for a list of English-speaking physicians.

You can also use this website to search for physicians in Bonn:

 www.kvno.de

Further Emergency Numbers/ Counseling/ Guidance:

Counseling in psychosocial emergencies	0800- 111 0 444
Emergency/ counseling in case of sexual abuse/rape	0800- 120 1000
Psychological phone counseling	0800- 111 01 11
Gay and Lesbian telephone counseling	0228- 73- 7041
Psychotherapeutic helpdesk	0228- 73- 7080
University Alcohol, pharmaceutical and drug addictions	0228- 108245
AIDS counseling	0228- 949090

Australian Embassy

Australische Botschaft
Wallstrasse 76-79
10179 Berlin
Phone: 030- 880088-0, Fax 030- 880088-210
info.berlin@dfat.gov.au
www.germany.embassy.gov.au

Australian Consulate-General
Main Tower-28th Floor, Neue Mainzer Straße 52- 58
60311 Frankfurt
Phone: 069-90558-0
Fax: 069-90558-109

Canadian Embassy

Botschaft von Kanada
Leipziger Platz 17
10117 Berlin
Phone: (030) 20312-0

Canadian Consulat-General in Dusseldorf
Benrather Strasse 8
40213 Dusseldorf
Phone: (0211) 172-170
Fax: (0211) 17 21 771

Japanese Embassy

Botschaft von Japan
Hiroshimastraße 6
10785 Berlin
Phone: 030- 210 94-0
Fax: 030- 210 94-222
www.de.emb-japan.go.jp

Korean Embassy

Botschaft der Republik Korea (Außenstelle Bonn)
Godesberger Allee 142-148, 3. OG
53175 Bonn
Phone: 0228- 94 37 90
Konsularabteilung: 0228- 943 7921
Fax: 0228- 37 27 894
<http://deu-bonn.mofa.go.kr>

Taiwan Embassy

Taipeh Vertretung in der Bundesrepublik Deutschland
Markgrafenstrasse 35, 10117 Berlin
Phone: 030- 203610
Fax: 030- 20361101
www.taiwanembassy.org/DE/

Embassy of People's Republic of China

Botschaft der Volksrepublik China
Märkisches Ufer 54
10179 Berlin
Phone: 030- 27588 0
Fax: 030- 27588 221
www.china-botschaft.de

Embassy of the United States

Botschaft der Vereinigten Staaten Berlin
Clayallee 170
14191 Berlin
Phone: 030- 8305-0
www.usembassy.de

U.S. Consulate General Düsseldorf
Willi-Becker-Allee 10
40227 Düsseldorf
Phone: 0211- 788-8927
Fax: 0211- 788-8938
After-hours emergencies only: 030- 8305-0

U.S. Consulate General Frankfurt
Gießener Str. 30
60435 Frankfurt
Phone: 069- 7535-0
Fax: 069- 7535-2277

Smart Traveler Enrollment Program (STEP)
Free service allowing U.S. citizens and nationals traveling abroad to enroll their trip with the nearest U.S. Embassy or Consulate.
<https://step.state.gov/step/>

General Information on Germany:

- Portal to Germany www.deutschland.de
- Federal Government www.bundesregierung.de
- Federal Parliament www.bundestag.de
- Foreign Ministry www.auswaertiges-amt.de
- Political Education www.bpb.de (publications on German politics and society)
- Virtual German history tour www.hdg.de/lemo/home.html
- Weather Forecast www.wetter-online.de

Bonn:

- The City of Bonn www.bonn.de
- Culture, Events, News www.kultur-in-bonn.de
- Newspaper of Bonn www.general-anzeiger-bonn.de
- Virtual Sightseeing www.bonn-regio.de/sightseeing.htm
- Physicians in Bonn www.arztdatei.de

Traveling:

- Public Transport Info www.vrsinfo.de
- Bahn/German Railways www.bahn.de
- Airport Cologne/Bonn www.koeln-bonn-airport.de
- Germanwings www.germanwings.com (cheap flights within Europe)
- Hapag-Lloyd-Express www.hlx.de (cheap flights)
- Agency for shared rides www.mitfahrgelegenheit.de

University and Student Life:

- University Homepage www.uni-bonn.de
- International Office www.studyabroad.uni-bonn.de
- University Library www.ulb.uni-bonn.de
- Student Union www.asta-bonn.de
- Sprachtandem www.asta-bonn.de/sprachtandem
- Studierendenwerk www.studentenwerk-bonn.de (Accommodation and Meals)
- DAAD www.daad.de (scholarships)

Theater, Music, Movies:

- Classical Music www.klassische-philharmonie-bonn.de
- Theater of Bonn www.theater-bonn.de
- Movies www.choices.de/kino (weekly program for Bonn and Cologne)

Museums:

- Haus der Geschichte www.hdg.de
- Kunst- u. Ausstellungshalle www.bundeskunsthalle.de
- Beethovenhaus www.beethoven-haus-bonn.de