# GUIDE FOR INTERNATIONAL STUDENTS



# WELCOME TO THE UNIVERSITY OF GÖTTINGEN

# PREPARING YOUR STAY

- 4 Receiving the admission notice
- **4** Application for health insurance
- 5 Checklist: Preparing your stay
- 6 Enrolment at the university
- 7 Funding
- 9 Applying for a visa
- 9 Important documents
- **10** Finding accommodation
- 14 German language courses to prepare for your studies
- 14 Introductory events of the International Office and the faculties
- 15 Buddy Service and Study Buddy Programme

# **16** FIRST STEPS IN GÖTTINGEN

- 16 Checklist: Welcome to Göttingen
- 16 Registration at the Residents' Registration Office
- 17 Applying for a residence permit
- 17 Opening a German bank account
- **18** Applying for health insurance
- 18 Other insurances
- 18 Apply for your student ID card/ eCampus login
- 21 German language courses
- 21 Mobility within Göttingen
- 21 Introductory events of the International Office and the faculties

# **22** STUDYING AT THE UNIVERSITY

- 22 Important dates and deadlines
- 23 Study structure and course types
- 27 Cheating
- 28 Online services
- 30 Lower Saxony State and University Library (SUB)
- **33** Central Institution for Languages and Key Qualifications (ZESS)
- 33 Canteens and cafés
- 34 Support facilities at the University of Göttingen

# LIVING IN GÖTTINGEN

- 36 Cultural life in Göttingen
- **39** Being active and creative
- 41 Networking and making friends
- 42 Going out
- 43 Practical concerns
- 46 Medical care and emergencies

# AFTER COMPLETING YOUR STUDIES

- 52 Check list: Last steps at the University of Göttingen
- **52** Working in Germany
- 53 Legal advice
- 54 Support services
- **55** Continuing your studies
- 55 University of Göttingen Alumni Network
- 55 Checklist: Leaving Germany

# PREPARING YOUR STAY

We look forward to welcoming you soon in Göttingen! There is still a lot to do before entering Germany. We will support you and inform you by e-mail. Please check your e-mails regularly and read the information carefully. If you have any questions, feel welcome to contact the International Office or your faculty.

#### **RECEIVING THE ADMISSION NOTICE**

Once the application and admission procedure has been completed, you will receive an admission notice. You will need this document to apply for your student visa and to enrol at the university.

#### **APPLICATION FOR HEALTH INSURANCE**

In Germany, <u>health insurance</u> is compulsory by law for all students in undergraduate and graduate degree programmes. You cannot enrol without proof of health insurance.

If you are a national of a member state of the European Union, you can remain insured with the statutory health insurance in your home country. You will need the European Health Insurance Card (EHIC) as proof. Please note that the health insurance from your home country may have a limited duration of coverage. Contact your insurance company in time and clarify whether and when you will need German health insurance.

If you are a national of a non-EU/EEA country, you must take out German health insurance. You should contact one of the German statutory health insurance companies from abroad to conclude a health insurance contract in time. You will also need travel health insurance to be covered during your trip and the first few days after arrival. Travel health insurance is also one of the requirements for a visa.

In Germany, there are two health insurance systems: statutory (GKV) and private (PKV) health insurance. Both insurances offer insurance cover in the event of illness and accident and to a limited extent also cover, the costs of preventive and post-treatment examinations, rehabilitation measures, and medication. However, the scope of insurance cover varies considerably.

# Doctoral students are exempt from compulsory insurance for students!

In statutory health insurance (Gesetzliche Krankenversicherung, GKV), the contract terms and scope of benefits are defined by law. The monthly contributions vary only minimally. Statutory health insurance offers a comprehensive package of benefits that is more than sufficient for most needs and offers a better price-performance ratio compared to private health insurance.

In private health insurance (Private Krankenversicherung, PKV), terms and conditions vary from provider to provider. Therefore, it is particularly important to compare offers. Inexpensive insurance packages usually only cover the most necessary services. In case of serious illnesses or accidents, the costs, which can easily be very high in Germany, may not be fully covered.

## **CHECKLIST: PREPARING YOUR STAY**

- Receive the admission notice
- Apply for health insurance (if required)
- Complete enrolment at the university
- Clarify financial issues
  - Secure funding for your studies
  - Secure a certificate of funding (if required)
- Apply for a visa (if required)
- Compile the most important documents
- Find accommodation
- Sign up for German courses
- Sign up for introductory events
- Sign up for the Buddy Service/ the Study Buddy Programme
- Pack your suitcase

Make sure to take advantage of the opportunity to enrol in statutory health insurance!

If this is not an option for you, e.g. due to your age or income, you can take out private health insurance.



#### **ENROLMENT AT THE UNIVERSITY**

Enrolment at Göttingen University takes place online. You can also enrol from abroad: To do so, transfer the semester fee and upload the documents and evidence required for enrolment in the upload portal of the University of Göttingen. You will find information on the enrolment procedure and the individual enrolment deadline in your admission notice.

Upon confirmation of your enrolment, you will receive your matriculation number and information on how to apply for your student ID or how to use the eCampus portal.

#### Payment of the semester fee

All students at the university must pay <u>semes-</u> <u>ter fees</u> (approx. 400 euros per semester). The exact amount is determined each semester. These contributions cover, among other things, your transport costs in Göttingen and Lower Saxony (semester ticket) and enable reduced refectory prices in Göttingen.

#### Language requirements

To enrol, you must prove that you have the language skills necessary for studying. In individual cases, you can submit this proof during the course of your studies. You will find the requirements and deadlines that apply to you in your admission notice.

#### **Deadlines for enrolment**

The enrolment deadline for exchange students for the summer semester is 1 December, for the winter semester 1 June. By then, you should have enrolled and sent us all necessary application forms. For more information, please refer to the respective <u>exchange program's website</u>.

#### FUNDING

#### **Proof of financing**

A proof of financing certifies that you can cover your living expenses during your stay in Germany. You need it to apply for a visa and a residence permit.

The amount to be verified depends on the average cost of living for students in Germany. Please clarify in advance, what amount you need to prove. You can find information on this under <u>Travelling to, arrival and living in</u> <u>Göttingen (Living/Finances/Costs).</u>

The following can be considered as proof:

- Security deposit: A certain amount of money is deposited into a blocked account. The blocked account is the most common form of proof of funding.
- Parents' income: Your parents submit documents certifying their income and financial situation.
- Declaration of commitment: A person with a permanent right of residence in Germany and sufficient financial means declares to the Foreigners' Registration Office that he or she will cover your living expenses if necessary.
- Bank guarantee
- Scholarship: e.g. from a German sponsorship organisation (DAAD, Alexander von Humboldt Foundation)

Be sure to check with the German embassy or consulate in your home country to find out what form of proof of funding you need to provide.

Make sure that you have enough additional money (approx. 1,000 euros) to cover your initial costs (rent, deposit, health insurance, incidental expenses, bicycle purchase, etc.) during your first weeks in Göttingen. These costs are usually incurred before you can receive the first payment from your scholarship or open a bank account!

What is a blocked account?

A blocked account is a service offered by German banks, meant to fulfil funding requirements for a German visa. You must pay the amount you need to cover your living expenses during your first year of study into this account. You can withdraw a maximum of one-twelfth of the sum per month from this account.

The rest of the money remains blocked for the duration of the academic year to ensure that you can cover your monthly costs.

#### **Scholarships**

Fees for studying in Germany are extremely low by international standards. That is why most German universities do not offer scholarships. Most international students in Germany cover their cost of living by themselves.

> Exchange students can receive funding through the EU programme ERASMUS+. Find out if there is an <u>exchange agreement with</u> your home university.

The most important scholarship provider for international students is the German Academic Exchange Service (DAAD). We have compiled an overview of <u>funding organisa-</u> tions that offer scholarships for international <u>students.</u>

#### **Financing your studies**

You will need about 900 euros per month to cover your cost of living (as of June 2023). Plan realistically from the beginning how you will be able to finance your studies.

#### **Earning money**

Many German students work part-time alongside their studies, for example, as student assistants (SHK, HiWi), in cafés and restaurants, at trade fairs, or in delivery or driving services. With a part-time job, you can earn money and gain first professional experience. International students from non-EU countries are allowed to work part-time alongside their

You cannot fully finance your studies with a part-time student job! It is also often difficult to find a part-time job. studies, but they must give priority to their academic progress: Their working hours are limited to 120 full/240 half days per year (as of March 2024: 140 full/280 half days per year). Furthermore as of March 2024 students are allowed to work up to 20 hours per week as 'Werkstudenten'. To find a student job, you usually need good German language skills.

You can find more information on the legal framework and job portals under <u>Working in</u> <u>Germany - side job</u> and on the <u>DAAD's page</u> <u>on side jobs.</u>

# **APPLYING FOR A VISA**

Please check whether you need a <u>visa</u> before travelling to Germany. The entry requirements depend on your nationality and the length of your stay in Göttingen.

Allow enough time to apply for your visa: Visas must be applied for in person, and there are long waiting times for appointments. The pro-



cessing of your application itself can also take several months. Do not enter Germany on a tourist visa under any circumstances.

Please ensure that you have a valid passport. This should be valid for the duration of your stay in Germany.

# **IMPORTANT DOCUMENTS**

You will need the following documents for your stay in Germany. In addition to the originals, you should bring certified German or English translations and officially certified copies of your most important documents and certificates:

- Admission notice
- Valid visa (only for non-EU nationals)
- Valid health insurance
- Valid passport
- Proof of financing
- Originals and certified copies/ certified translations of the following documents:
  - Certificate of previous academic achievements (secondary school, national university entrance examinations, transcripts of records)
  - Language certificates (if required)
  - Confirmation of health insurance cover from your insurer, if your policy is recognised in Germany
  - Birth certificate with official legalisation, if applicable also of your children
  - Marriage certificate with official legalisation, if applicable
- Exchange students also need their student ID or a confirmation from their home university that they are participating in an exchange programme.

#### FINDING ACCOMMODATION

In Germany, students usually have to arrange their own accommodation. Options are the student dormitories of the Studentenwerk Göttingen, private student dormitories, a room in a shared flat or an individual flat. The International Office provides information and a link list and supports international students in their search with the <u>Accommodation Service.</u>

In the illustrated dictionary provided by the Studentenwerk, you can find essential vocabulary in multiple languages (EN, FR, ES, RU, PL, AR, ZH) and explanations about living in a dormitory or shared flat.

As in other university cities, it is increasingly difficult to find affordable accommodation in Göttingen, especially at the beginning of the summer and winter semesters (March - April and September - October). Be sure to start your room search as early as possible.



Make sure to plan enough time and effort for your accommodation search at the beginning of the semester!

### Checklist: How to start your accommodation search

- Contact the <u>Accommodation Service</u> for International Students.
- Apply for a room in a student dormitory.
- Use online portals for your search.
  Contact housing providers and make online appointments. Don't be discouraged if you have to make several attempts!
- Arrange accommodation for your first nights in Göttingen.

#### **Student dormitories**

Many international students live in student dormitories. Most student dormitories are run by the Studentenwerk, an independent non-profit organisation that works closely with the university.

The Studentenwerk offers around 4,000 affordable rooms, studio apartments and flats in Göttingen, throughout Göttingen in historic buildings or modern housing complexes. Single rooms are mostly unfurnished and organised in groups (similar to shared flat) or corridor communities that share kitchen, bathroom and other common areas. In addition, the Studentenwerk also offers one- and two-room flats and a few family flats.



Students seeking a degree at the university can apply online via the <u>Studentenwerk website</u>. Exchange students apply directly via the International Office's <u>Accommodation Service</u>.

 Apply for a place in a student dormitory as early as possible! The demand is very high and greater than the supply. You do not have

to be enrolled at the time of application. You are not obligated to accept a potential offer.

#### **Private housing market**

On the private housing market, you can find rooms in shared flats, studio apartments, one-room and multi-room flats. Shared flats (Wohngemeinschaften, WGs) are particularly popular among students: Several people share a flat. Each person has their own room, while the kitchen and bathroom are shared. Most of these rooms are unfurnished. Furnished rooms are also available for a limited period of time (interim rent).

#### Room in a shared flat (WG-Zimmer)

Most flat-sharing communities (WG) want to get to know future flatmates in person. You can contact the WG by email, introduce yourself and tell them a little about yourself. Arrange an online meeting to get to know your future flatmates and see the room. This also gives the flat-sharing community the opportunity to get to know you and see if you are a good match.

Since offers often disappear quickly from the market, it is important to keep an eye out for current flat advertisements and quickly get into contact. If you are already in Göttingen, arrange a viewing appointment.

Affordable housing is scarce and in high demand on the private housing market. You are in a competitive application situation: Present yourself in the best possible light, use appropriate forms of address, and follow the <u>tips for finding</u> accommodation.



## **Rooms for intermediate rent**

A room for interim rent is a good option for the first time after arrival, allowing you to search for permanent accommodation on site. It is also suitable if you are coming to Germany for a limited period of time. Rooms for interim rent are usually furnished.

# Search for accommodation on the private housing market

If you are already in Göttingen, you can find more rental offers in the weekend edition of the local newspaper (Göttinger Tageblatt) and on the notice boards in the university buildings. Exchange information with other students in your degree programme, also via social media - often other students can give you tips or have heard about a free room. Use our <u>helpful links</u> to find suitable accommodation.

# Temporary accommodation

If you can't find accommodation, you can stay temporarily in a youth hostel, guest house or hotel and continue your search locally with better chances of success. We have compiled an overview in our <u>accommodation list for a</u> <u>short term stay.</u>

# **Rental agreement**

Contractual obligations are taken very seriously in Germany. Once you have signed a rental contract, your landlord expects you to fulfil all contractual obligations. You can only terminate the contract if you observe the notice period – even if your arrival is delayed, or you have to cancel your stay.

Make sure you understand all the points in the contract before you sign. For example, are you responsible for cleaning the staircase or do you have to paint your room(s) when you move in or out? If you have any questions or difficulties in understanding, seek help.

## Deposit

It is common to pay a deposit of up to 3 months' rent. The deposit serves as security for the landlord in case you owe rent payments or leave the flat very dirty or damaged when you move out. If you return the flat in a good condition, you will get the deposit back with interest at market rate.

Be cautious when transferring the deposit if:

- you are asked to make a transfer via
  Western Union or a similar payment service provider: the recipient of the money cannot be identified and held accountable;
- the landlord offers to send the keys by post. This is not common in Germany;
- The landlord does not offer the possibility to view the accommodation.

Only pay the deposit if:

- you have viewed the flat (if you are already in Germany);
- you have signed the rental agreement.

# Abbreviations in housing offers:

# 2 ZKB (Zimmer, Küche, Bad) =

two-room apartment with a kitchen and a bathroom

**Z. or Zi (Zimmer)** = room (K = Küche) und Bad (B = Bad) = with kitchen and bathroom

Blk. (Balkon) = balcony

**DG (Dachgeschoss)** = top floor (most likely directly under the roof)

Du (Dusche) = shower

EG (Erdgeschoss) = ground floor

**Kaltmiete (KM)** = rent excluding utilities and heating

Kaut. (Kaution) = security deposit (to be reimbursed when you move out)

mbl. oder möbl. (möbliert) = furnished

NK (Nebenkosten) = additional costs (electricity, heating, staircase cleaning, garbage fee etc.)

**OG (Obergeschoss)** = upper floor

UG (Untergeschoss) = basement

**Sout. (Souterrain)** = basement/ souterrain

**WM (Warmmiete)** = rent including heating and water

#### Furniture

Most rooms and flats offered on the free housing market are not furnished. In shared flats you will usually find a kitchen and furnished common rooms. Furnished rooms and flats are marked as 'möbliert' (furnished).

If you rent a flat for yourself, you usually have to buy kitchen furniture and appliances (cooker, oven, refrigerator, etc.) yourself, which can cost a lot.

#### Moving in

When moving in, take a close look around and make a note of any damage, including minor ones, in a handover protocol. The handover protocol is signed by you and the landlord and is usually attached to the rental agreement. This way, you cannot be held liable for damages that you did not cause when you move out.

Have this handover protocol (Übergabeprotokoll) countersigned by the landlord. This protocol can be added to the rental agreement. This way, when you move out, you cannot be held liable for damages that you did not cause.

#### **Broadcasting fee**

Every household in Germany must pay a broadcasting fee (Rundfunkbeitrag). The broadcasting fee finances the public broadcasting programme on radio, television and the internet. You will automatically receive mail from the contribution service after you have registered with the local Residents' Registration Office (Einwohnermeldeamt). The broadcasting fee is a solidarity contribution: it must be paid by everyone, regardless of whether you actually use public broadcasting. For more information, including the amount of the broadcasting fee, you can visit the information page on broadcasting fee provided by the Studentenwerk or contact the contribution service.

# GERMAN LANGUAGE COURSES TO PREPARE FOR YOUR STUDIES

Even if your study programme is taught in English, we advise you to learn a little German before you arrive. This will help you in your daily life and make it easier to get started in your new cultural and social environment.

You can take a paid language course <u>with local</u> <u>German language course providers</u> before you start your studies.

### INTRODUCTORY EVENTS OF THE INTER-NATIONAL OFFICE AND THE FACULTIES

The International Office and the faculties offer <u>introductory events</u> at the beginning of each semester to familiarise yourself with the university, the organisation of studies and local life. They take place partly online, partly in person on site.

Please also check with your faculty about the respective introductory events. You will find the contact details in your admission notice.

# BUDDY SERVICE AND STUDY BUDDY PROGRAMME

#### **Registration with the Buddy Service**

Students who would like to be picked up from the train station upon arrival in Göttingen can use our Buddy Service. Please <u>register</u> at least 4 weeks before arrival.

# Registration with the Study Buddy Programme

Students who would like to receive help and support during their orientation phase at the University of Göttingen can <u>register with the</u> <u>Study Buddy Programme</u>. German and international students from the same department come together as 'Study Buddies' to help each other in everyday life at the university and beyond, or simply to spend a nice time together.



# FIRST STEPS IN GÖTTINGEN

## CHECKLIST: WELCOME TO GÖTTINGEN

- Register at the Residents' Registration Office
- Apply for a residence permit (if required)
- Open a German bank account
- Apply for health insurance (if necessary or if you have not already done so)
- Consider further insurance cover:
  e.g. liability insurance, accident
  insurance
- Apply for your student ID card/ eCampus Login
- Register for German courses at the university (optional)
- Participate in the introductory event of the International Office and the faculties

After your arrival, there are a lot of things for you to do. Make sure to follow these steps in order to successfully start and continue your studies!

#### REGISTRATION AT THE RESIDENTS' REGISTRATION OFFICE

Within 14 days of your arrival in Göttingen, you must register in person at the Residents' Registration Office (Einwohnermeldeamt). This is required by law. You need an appointment for this, which you can make <u>online</u>.

To register, you will need your identity card or passport and a confirmation of accommodation (Wohnungsgeberbestätigung). If you live in a student dormitory run by the Studentenwerk Göttingen, the dormitory administration will issue this confirmation for you. For all other rental agreements, you will receive the confirmation from the person renting the flat. This can be a representative of the building administration, the landlord, the main tenant or a person authorised by them.

After registration, you will receive a certificate of registration (Meldebescheinigung). Please keep this in a safe place: you will need it to open a bank account and to apply for a residence permit. If you move within Göttingen later on, you must notify the Residents' Registration Office again within 14 days of your move.

#### **APPLYING FOR A RESIDENCE PERMIT**

Students who need a visa to enter Germany and wish to stay in Germany for longer than 90 days must apply for a residence permit. To do so, please make an appointment by e-mail with the <u>responsible Foreigners' Registration Office.</u>

The Foreigners' Registration Office will inform you which documents you need, usually the following:

- Fully completed application form
- Confirmation of registration from the Residents' Registration Office
- Copy of your rental agreement
- Certificate of enrolment with the University of Göttingen
- Proof of health insurance
- Proof of financing
- Valid passport and copies of the pages with personal data, visa and entry stamp
- Biometric passport photo
- Cash or EC card to pay the fees

#### **OPENING A GERMAN BANK ACCOUNT**

Cash is widely used in everyday life. However, you definitely need a <u>bank account</u> to receive scholarships or a salary, to pay rent or for larger expenses.

With a bank account, you receive an EC card with which you can withdraw cash from ATMs, make transfers or participate in the SEPA direct debit scheme. This means that you can have regular payments, e.g. rent or internet and mobile phone payments, automatically debited from your account every month. You can also use your EC card to make cashless payments in shops. Credit cards are also widely accepted in Germany.

To open a bank account, you need a valid identity card or passport and your registration certificate.

At most banks, you will be able to open a free or very cheap account after presenting your student ID. Look out for such discounted rates when comparing providers. Before leaving Germany, don't forget to close your German bank account.

#### **APPLYING FOR HEALTH INSURANCE**

You must provide proof of <u>health insurance</u> in order to enrol. Take out health insurance as soon as possible if you have not done so already.

#### **OTHER INSURANCES**

#### **Private liability insurance**

Private liability insurance covers personal injury and damage to other people's property. Damage of this kind can quickly lead to high costs. The majority of the German population has private liability insurance, which costs between 6 and 10 euros a month. You can compare providers and prices on online platforms.

#### **Accident insurance**

Accident insurance covers costs that go beyond the benefits provided by the health insurance in the event of an accident, such as ambulance transport. Students of the University of Göttingen are covered by accident insurance on the university campus. For private matters, we recommend taking out private accident insurance. You can compare insurance providers and their offers online.

#### Household contents insurance

Household contents is the term used to describe the furnishings, utensils and consumer goods in a private household. Household insurance protects the insured person against the financial consequences that can arise from e.g. fire, water damage, storm, hail, burglary, robbery and vandalism. We recommend taking out household insurance. You can compare insurance providers and their offers on the Internet.

# APPLY FOR YOUR STUDENT ID CARD/ ECAMPUS LOGIN

All students at the university receive a chip card as a student ID. You will keep this chip card throughout your entire studies: After re-registering for another semester, you can revalidate it.

At the same time, you will receive access data to the eCampus portal. Here, you will find the online services for organising your studies: StudIP, FlexNow, your student e-mail account and the self-service functions for re-registering for the next semester, printing your enrolment certificates or editing your contact details. You can find more information on these services under <u>"Online services".</u>

The chip card functions as:

- Student ID card
- Library card for the SUB (Lower Saxony State and University Library)
- Access to FlexNow (online examination management)
- Train ticket for regional trains (Semesterticket)
- Admission ticket for cultural events (Kulturticket)
- Access pass to sports facilities for students
- Payment option in cafeterias and canteens

In order to receive your student ID card, you must first apply for it. You can find all necessary information on this under <u>Picking up</u> your student account and student ID.

After each semester, you must re-register and revalidate your student ID card. To do this, please use the renewal printers next to the chip card office (Chipkartenstelle) in the Central Lecture Hall Building (ZHG), between lecture halls ZHG 010 and ZHG 011. The opening hours of the chip card office are Monday to Friday from 10.00 to 17.00.





#### GERMAN LANGUAGE COURSES

All students at the university can take German courses free of charge. Courses are offered for all language levels. Before registering, you must take a placement <u>test</u> to find out which course level is suitable for you.

The placement test takes place before the start of the semester in the Media Library of the Central Institution for Languages and Key Qualifications (Zentraleinrichtung für Sprachen und Schlüsselqualifikationen, ZESS), Goßlerstraße 10. It lasts 30 minutes and can be taken from Monday to Thursday from 10:00 to 16:00 and on Friday from 10:00 to 12:00. After the placement test, you can register for the appropriate course via StudIP.

Students who have no previous knowledge do not need to take a placement test. Please register for an A.1.1 course (basic level 1) via StudIP.

## **MOBILITY WITHIN GÖTTINGEN**

Göttingen is a small city where many places can be reached on foot. For longer distances, bicycles and the city buses are the best, affordable and environmentally friendly options.

## Cycling

<u>Cycling</u> is very popular in Göttingen - almost everyone has a bike, and you can reach most places within 15 minutes by bike. It is worth buying a bicycle. A very inexpensive new bicycle costs around 200 euros. Second-hand bicycles can be found starting at about 50 euros.

### **City buses**

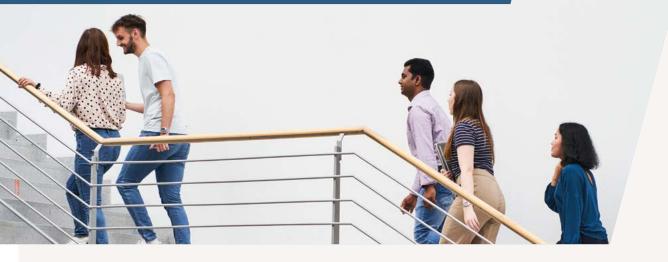
Your student ID card is also your semester ticket. You can use all city buses and night buses free of charge, including the buses to Rosdorf and Bovenden operated by the Göttinger Verkehrsbetriebe (GöVB).

Information on the route network, timetables, night bus network and current information on disruptions can be found on the <u>GöVB</u> <u>website.</u> If you have any questions about the semester ticket, you can contact the AStA directly at <u>ticket@asta.uni-goettingen.de.</u>

## INTRODUCTORY EVENTS OF THE INTER-NATIONAL OFFICE AND THE FACULTIES

If you have not already done so, register for the introductory events organised by the International Office and the faculties. Take advantage of the <u>welcome events for inter-</u> <u>national students</u> to gather information and meet new people!

# STUDYING AT THE UNIVERSITY



The first steps can sometimes be difficult - even at a university. In this chapter, you will learn how studying is organised in Göttingen and get an overview of the support services available at the university. This will make the first steps easier!

#### **IMPORTANT DATES AND DEADLINES**

The academic year consists of a winter semester (01 October to 31 March) and a summer semester (01 April to 30 September). Within a semester, there is a lecture period followed by an examination period (mid-October to mid-February, mid-April to mid-July) and a lecture-free period dedicated to self-study and providing time for holidays. Many students work or do internships during the lecture-free period. The <u>dates of lecture periods and impor-</u> <u>tant dates and deadlines</u> vary from year to year.

#### Public holidays in Lower Saxony

The university remains closed on public holidays. Public holidays in the state of Lower Saxony are:

**New Year** = 1 January

**Good Friday** = Friday before Easter Sunday

**Easter Monday** = Monday after Easter Sunday

Labour Day = 1 May

**Ascension Day** = Thursday 39 days after Easter Sunday

Whit Monday = Monday after Pentecost, 49 days after Easter Sunday

German Unity Day = 3 October

**Reformation Day** = 31 October

Christmas Day = 25 December

#### 2nd Christmas Day / Boxing Day

**Re-registration for a new semester** 

If you want to continue your studies in your

current subject, you have to re-register for

each further semester. This is done by trans-

ferring the semester fee during the desig-

= 26 December

#### **Credits and grades**

Each module is assigned a number of credits points (CP) or credits (Leistungspunkte, LP). Credit points represent workload: One credit point corresponds to a workload of around 30 hours. This includes preparation and follow-up work, classroom teaching, exam preparation and exam time. Credit points are credited to your study account when you have completed a module in full. Bachelor's degree programmes usually comprise 180 credit points, Master's degree programmes 120 credit points.

Credit points are not used to evaluate your performance. For this purpose, grades are awarded. The grading scale ranges from 1.0 (best grade) to 5.0 (failed, worst grade). The pass mark is 4.0. Examinations can also remain ungraded (pass, fail).

# Re-registration for the winter semester:

1 June to 31 July

# Re-registration for the summer semester:

1 December to 31 January

nated re-registration period:

If you miss the re-registration, you risk losing your place at the university!

#### STUDY STRUCTURE AND COURSE TYPES

A degree programme is composed of modules: Study units that are made up of several courses that are often thematically related to each other (e.g. a lecture and a seminar). Modules often have to be completed in a prescribed order. They build up on each other and lead you to the qualification goal of your degree programme. Each degree programme has study and **examination regulations and a module catalogue**, where you can find the prescribed modules, courses and examinations to be taken, and other relevant information.

For degree programmes taught in English, they are also available in English. Study and examination regulations are published online in the <u>A-Z list.</u>

#### **Course types**

During your studies, you will encounter different types of courses that focus on different skills and are based on different didactic considerations.

# Introductions/propaedeutics/basic courses (Einführungen/Propädeutika/Grundkurse)

Introductory courses are offered at the beginning of the degree programme. They impart basic knowledge, preparing you for participation in more advanced courses. The examination is usually a written exam or a term paper.

#### Lectures (Vorlesungen)

Lectures provide a systematically structured overview of a larger topic. They are usually held by professors. While discussions between the lecturers and students are rare, questions to the audience and brief exchanges do occur. In subjects with many students, several hundred students can come together for a lecture. The examination is usually a written exam.

# **Exercises (Übungen)**

Exercises are used to review lecture or seminar content. Exemplary tasks are solved and practised together.

#### **Tutorials (Tutorien)**

A tutorial is a course accompanying a basic course, a seminar or a lecture. Tutorials offer support and deepen and repeat the contents of the course. They are often led by students in advanced semesters, known as tutors. The groups in tutorials are often small, and the atmosphere is informal. Participation in a tutorial is usually voluntary but can be prescribed by lecturers.

#### **Proseminars (Proseminare)**

Proseminars are courses in the introductory phase of undergraduate studies. They serve to deepen subject content and teach techniques of scientific or scholarly work. Active participation of students through presentations and group work, as well as active discussion of the teaching and learning content in class, is typical. Proseminars require active, accompanying self-study. The examination is usually a term paper.

#### Advanced seminars (Hauptseminare)

Proseminars are courses in the introductory phase of undergraduate studies. They serve to deepen subject content and teach techniques of scientific or scholarly work. Active participation of students through presentations and group work, as well as active discussion of the teaching and learning content in class, is typical. Proseminars require active, accompanying self-study. The examination is usually a term paper.

#### **Upper seminars (Oberseminare)**

Upper seminars are advanced, in-depth courses for students in the final phase of their studies, often students preparing their Master's thesis or a doctoral dissertation. An upper seminar is similar to an advanced seminar, but requires more prior knowledge, preparation and follow-up. Participation in advanced seminars can be voluntary, by invitation only or compulsory ('colloquium' for students writing their thesis with the lecturer offering the seminar). Often, a presentation of the thesis is expected.

#### Internship (Praktikum)

An internship imparts subject-specific practical knowledge and skills as students carry out experimental work under supervision. The number of participants is limited. Depending on the study and examination regulations, internships can be carried out at university institutions (e.g. as a 'laboratory internship') or in companies in the private sector.





#### **Repetition (Repetitorium)**

A repetition is a course for the revision of teaching and learning content that specifically prepares students for a (final) examination.

#### **Types of examination**

Examinations usually refer to complete modules. The type of examination depends on the type of course and the teaching and learning content of the module. Examination types may therefore vary depending on the degree programme. At the beginning of the semester, the lecturer explains the type of examination and further details on its implementation and evaluation. Mixed forms of examinations are possible.

In general, failed examinations during the course of study can be repeated twice; however, the number of repetitions for final theses may be limited to one.

#### Written exam (Klausur)

Multiple choice questions or open questions to be answered in free text on a specific topic are to be completed within a set time frame. In written examinations, knowledge is tested, but the transfer of knowledge to new subject areas is also required. The lecturer determines the exact form and the degree of difficulty. Whether and, if so, which aids are permitted will be announced before the exam. Written exams usually take place in the two weeks following the last day of lectures.

#### Term paper (Hausarbeit)

A term paper involves working on a topic using scientific methodology and presenting it in writing. The term paper requires a rudimentary survey of the state of research: researching relevant secondary literature using subject-specific aids (bibliographies), obtaining and reviewing this secondary literature and excerpting. The aim is to build up a methodically sufficient argumentation alongside a central question, which is supported by references. The term paper does not require the development of 'new' knowledge. Rather, it tests your ability to describe the subject in a methodically sufficient manner, to survey and to summarize the state of knowledge on the subject, and to develop a form of presentation that meets professional standards. As a longer written work, the term paper also makes certain demands on self-organisation and work discipline. Term papers are usually written during the lecture-free period.

Final theses (Bachelor's thesis, Master's thesis) are designed like term papers with increased requirements, greater scope and longer processing time.

#### **Presentation (Referat)**

In a presentation, students work on a topic either alone or together with others and present their results in the course. The assessment criteria are announced in advance, e.g. the weighting of points for clarity, structure, adequacy of subject, etc. Presentations occur as a form of examination, but more frequently as (ungraded but compulsory) coursework.

#### **Oral examinations**

Oral examinations are conversational in nature. Examiners ask questions that relate to the content of the completed module. Questions can be aimed at knowledge, but also require statements on complex real or hypothetical scenarios or your own problem outlines. Oral examinations usually last less than 30 minutes.

#### Cheating

Attempts at cheating are strictly punished. According to the General Examination Regulations (Allgemeine Prüfungsordnung, APO) of the University of Göttingen, examination results of students who attempt to influence them by deception or the use of non-permitted materials, for their own or another's benefit, will be graded as 'insufficient' (5.0) or 'failed'.

#### Plagiarism:

Surveying the state of knowledge on a topic is a central component of academic training and work.

You work with sources and research literature on an ongoing basis. Any source or research literature you use must be reliable and named. This applies in particular, but not only, to verbatim copies (citations). Taking over content and/or formulations without indication is called 'plagiarism' and is strictly frowned upon in academic contexts.

It does not matter whether you plagiarise out of ignorance, methodological incompetence or with the intention to deceive: **Proven plagiarism usually leads to failing an examination!** 

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## **ONLINE SERVICES**

Many services of the University of Göttingen are available online, such as registration for courses and examinations, and printing of enrolment certificates. You can also access course materials online.

# eCampus student portal

eCampus is the central access point for all online services of the university. By logging into the eCampus portal, you can use most self-service functions, the course catalogue, course planning in StudIP and exam administration in FlexNow. You will receive your access data for the eCampus portal when you apply for your student ID card.

## **Course catalogue**

The course catalogue is structured according to faculties, degree programmes and modules.

Depending on the module, you will find information on:

- which courses are offered,
- who teaches the course,
- where and when the course takes place.

The course catalogue usually also provides an overview of the course content and the planned examinations.

# **StudIP**

<u>StudIP</u> is a digital learning platform that allows you to register for courses and download, share, discuss and create learning material.

#### **FlexNow**

<u>FlexNow</u> is the electronic examination administration system of the University of Göttingen. With FlexNow you can register for exams, view grades and credits, and get an overview of your study progress. You can create certificates and transcripts of record by yourself. You will be notified by e-mail about new entries, for example when an examination has been graded.

Access to the student e-mail account

All students at the University of Göttingen receive a free e-mail account that you can access via the eCampus portal. Your email address is created automatically and usually includes your first and last name.

> You have access to the eCampus portal during your studies and up to 13 months beyond exmatriculation.

Internet access

All students can use the <u>University of</u> <u>Göttingen's Wi-Fi</u> on the entire campus. Before logging in for the first time, you must prepare your device for use. Afterwards, you can log in with your student email address and password.



Once you have created your university email account, the university will communicate with you exclusively via this account (e.g. updates on courses, notifications of course cancellations, information from the examination office, and regarding payment of your tuition fees). Therefore, be sure to check your student email address regularly.

### LOWER SAXONY STATE AND UNIVERSITY LIBRARY (SUB)

The Lower Saxony State and University Library (SUB Göttingen) is one of the largest academic libraries in Germany. It is freely accessible to all students. In addition to the Central Library on the Central Campus of the university, there are seven other locations. You can get to know the buildings of the SUB and its services on a guided tour.

# **Library locations**

The following <u>library locations</u> offer you a larger selection of subject-specific media, workstations and IT infrastructure:

- Central Library (Platz der Göttinger Sieben 1)
- Cultural Studies Divisional Library (Heinrich-Düker-Weg 14)
- Economics & Social Sciences
  Divisional Library
  (Platz der Göttinger Sieben 3)
- Forestry Divisional Library (Büsgenweg 5)
- Medical Library (Robert-Koch-Straße 40)
- Physics Divisional Library (Friedrich-Hund-Platz 1)
- Waldweg Library Education,
  Philosophy, Psychology, and Sports
  Sciences (Waldweg 26)
- Historical Building (Papendiek 14)

In addition to the library locations of the SUB, the university has more than 100 academic libraries in its faculties, institutes, and seminars. You can find more information on the faculties' websites.

### Learning and Study Building (LSG)

The <u>learning and study building</u> is part of the Lower Saxony State and University Library and offers around 650 individual and group workstations for students. In addition, there is a lecture room, a room equipped with study cubicles, a parent-child area with free childcare on Saturdays, break and quiet rooms and open workstations. You can book these one-person and group rooms online via <u>eCampus.</u>



If you need a study break, you can make yourself comfortable in the quiet room. It is located on the ground floor of the Multi-

purpose-building (Verfügungsgebäude, VG) at the Central Campus (Platz der Göttinger Sieben 7).

## **IT service**

The Learning Resources Centre (LRC) in the Central Library offers you a wide range of IT services (printing and scanning, editing files and holding video conferences). The staff at the LRC answers questions and provides technical support.

#### **Digital Creative Space**

In the <u>Digital Creative Space</u> on the ground floor of the Central Library, you can work together in an analogue-digital way using modern multimedia, presentation and collaboration tools, including smartboards, various multitouch tables and a video wall.

#### Individual and group workplaces

All libraries offer individual and group workstations equipped with Wi-Fi, power sockets, individual lighting and a quiet working atmosphere. Many also have IT equipment (desktop PCs).

#### Library card

No registration is required if you want to use the library's resources and services on site. However, you will need a library card if you want to order media from the stacks or borrow or reserve media. Your user account allows you to view and renew your loans and manage your reservations. Did you know that you can order media from other libraries in Germany or worldwide via interlibrary loan and have them delivered to Göttingen? Visit the <u>SUB</u> <u>website</u> or ask library staff for more information.

Your student ID card also serves as your library card. The number of your library card is printed on the back of your student card ('0007'+ matriculation number, e.g. 00071234567). You will receive your initial password when you enrol.





#### CENTRAL INSTITUTION FOR LANGUAGES AND KEY QUALIFICATIONS (ZESS)

The <u>Central Institution for Lan-</u> <u>guages and Key Qualifications</u> (Zentraleinrichtung für Sprachen und Schlüsselqualifikationen, ZESS) offers many free language courses. Registration is the same as for other courses.

Courses take place during lecture period. You can find ZESS's offerings in the course catalogue under 'Zentrale und gemeinsame Einrichtungen/Zentrale Einrichtung für Sprachen und Schlüssel-qualifikationen/ Fremdsprachen'. Before you register for a course, you have to take a placement test.

#### **ZESS Intensive Courses**

Intensive courses take place during the lecture-free period. Take advantage of the opportunity to learn a new language or improve existing language skills without the additional burden of everyday study.

### International Writing Lab (Internationales Schreiblabor)

What does scientific writing actually mean? How do I write protocols, exposés, term papers and theses? <u>The International Writing Lab</u> supports you in developing your academic and professional writing skills. Events are offered in German and English, for writing in both languages.

#### **CANTEENS AND CAFÉS**

The <u>canteens and cafés</u> are run by the Studentenwerk Göttingen and have a <u>daily changing</u> <u>menu.</u> Here you can eat between classes and meet friends.

#### SUPPORT FACILITIES AT THE UNIVERSITY OF GÖTTINGEN

#### **International Office**

The International Office is your contact point for all non-academic questions. We are responsible for student administration for students from non-EU/EEA countries in undergraduate programs and all international students in Master's programs and doctoral studies. In addition, we offer Accommodation Service to help you find accommodation, assistance in financial emergencies and a diverse portfolio of cultural events. You can reach us in person during official office hours, by phone, or by email using our <u>contact details.</u>

You need help but don't know where to turn? Write to the International Office at <u>international.study@uni-goettin-</u> <u>gen.de.</u> We will support you! **Central Student Advisory Service (ZSB)** The <u>Central Student Advisory Service</u> offers individual and interdisciplinary support in all matters related to studying.

### Psychosocial Counselling Centre (PSB) and Psychotherapeutic Outpatient Clinic for Students (PAS)

Challenges may arise during your studies, such as exam nerves, speech inhibition in seminars, problems with learning, loneliness, selfdoubt, pressure to perform, homesickness. The <u>Psychosocial Counselling Centre (PSB)</u> and the <u>Psychotherapeutic Outpatient Clinic for</u> <u>Students (PAS)</u> offer help and support.

# Support for students with disabilities and chronic illnesses (Barrierefrei studieren)

The <u>counselling centre 'Barrier-free study</u> <u>ing'</u> offers support on the topic of studying with disabilities, chronic illnesses, and mental health conditions. Assistance, technical and financial aid, compensation for disadvantages and also support in finding barrier-free accommodation are possible.

#### Support for students with children

The University's <u>Family Service</u> (Familien-Service) advises student parents on balancing studies and family life. It helps organise childcare, even in acute emergencies, and provides information on state benefits for parents and families.



#### **General Students' Committee (AStA)**

The <u>General Students' Committee (Allgemeiner Studierendenausschuss, AStA</u>) is a body of student self-administration, the political representation of students at the University of Göttingen. The elected AStA represents the interests of the students at the management levels of the university, for example vis-à-vis the Presidential Board. All students are eligible to vote in elections for the student parliament, which then elects the members of the AStA. International Students Council (ISC)

The International Student Council (ISC) represents the interests of international students. It is elected by the Parliament of International Students (PaIS), which in turn is elected by international students. Email: <u>isc@uni-goet-</u> tingen.de.

#### Study Saturdays:

The Family Service offers <u>'Study Saturdays'</u> with free childcare in the Learning and Study Building (LSG). Study Saturdays are also a good opportunity to meet other students with children. Prior registration is required.

# LIVING IN GÖTTINGEN



#### CULTURAL LIFE IN GÖTTINGEN

Göttingen is a student city with rich leisure opportunities. The city has three theatres, a symphony orchestra, and several cinemas. Popular annual events include the Night of Culture, the Jazz Festival, the International Literature Autumn and the European Film Festival.

#### **Cultural Centres**

Göttingen has three cultural centres where theatre, music performances and festivals take place. Dance, music, art and theatre groups can also rent rooms here for rehearsals and regular meetings: <u>Musa</u>, <u>KAZ</u>, <u>Stilbrvch</u>.

#### Cinemas

Göttingen was a 'film city' in the 1950s and early 60s and offers many opportunities for cinema and film lovers. The <u>CinemaxX</u> multiplex cinema shows mainstream films, mostly in German.

The <u>Lumière and Méliès</u> cinemas are art house cinemas: they mainly show films from smaller distributors outside the mainstream. Many films are shown in original versions and are sometimes accompanied by lectures and discussions. There are also film series, special events, and a short film of the month.

The Lumière also organises thematic or country-specific film festivals, such as the <u>European</u> <u>Film Festival.</u>

In summer, there is an open-air cinema at the Brauweg outdoor swimming pool. Films start at 10pm. Bring picnic blankets and a jumper! You can find the open-air cinema programme on the website of the Lumière cinema. In addition, the <u>Unikino</u> shows films in the largest lecture halls at a low admission price. The programme includes popular classics as well as current mainstream films.

In Germany, foreign-language films are usually dubbed before they are shown on TV or in cinemas. If you want to watch a film in its original language, look for OV (original language with out subtitles) or OmU (original language with German subtitles) in the film title or description. Streaming services in Germany often also offer films in original language.

#### Music

Göttingen has a lot to offer for lovers of classical and contemporary music.

The <u>Göttingen Symphony Orchestra</u>, founded in 1862, guarantees first-class concerts.

Every year, at the end of May, the <u>Händel-</u> <u>Festival</u> takes place in Göttingen. The oldest baroque music festival in the world attracts many artists and visitors from all over the world:

In summer, the <u>'Night of Culture' (Nacht der</u> <u>Kultur</u>) invites many visitors to the city centre. Music, dance and theatre, readings - the programme is diverse and the atmosphere is lively.

Highlights in autumn is the <u>Göttingen Jazz</u> <u>Festival.</u>

Larger music events usually take place in the <u>Lokhalle</u> or the <u>Stadthalle</u>, close to the city centre. You can find the current programme on their websites.

Many student pubs and bars in the city centre also regularly offer live music. Be sure to stop by!

# Theatre

The <u>Deutsches Theater</u> is the oldest theatre in Göttingen. It focuses on classical and contemporary plays, as well as guest performances by other companies.

The <u>Junges Theater</u>, founded in the 1960s, primarily presents contemporary plays. Many celebrated young authors from Germany have their plays premiered here.

Göttingen also has a vibrant student theatre scene. In the <u>ThOP - Theater im OP</u>, plays are staged and performed by students. This venue is particularly interesting for those who want to become active in theatre themselves.

There are also puppet theatre performances, cabaret shows (comedies, sometimes political), variety shows, and many amateur theatre groups in and around Göttingen. Use the <u>calendar of events of the City of Göttingen</u> for an overview.

All students of the University of Göttingen automatically have a <u>culture ticket (Kulturticket</u>) with their student ID. With the Kulturticket, you can get free or reduced admission to events at many cultural institutions in Göttingen.



#### **Museums and exhibitions**

Göttingen's museum landscape is shaped by the university's collections.

Forum Wissen, the knowledge museum of the University of Göttingen, opened in 2022 and allows the public to participate in the intellectual and material assets of the university. It presents the practice of science and scholarly work with around 1500 impressive exhibits, but also encourages visitors to take a position, make demands on science, and experience the multifaceted process of knowledge creation.

The university's other, small, but often exquisite <u>collections</u> also are worth a visit.

In the university's botanical gardens, you can discover collections of rare plants from around the world or simply enjoy a quiet moment in the greenery all year round, free of charge. Larger exhibitions of contemporary artists are often shown at the Town Hall (Altes Rathaus) on the market square.

The <u>Kunstverein Göttingen</u> organises seasonal exhibitions with free admission for students.

The <u>Apex</u>, gallery and bistro, is a small gallery that hosts exhibitions. Admission is free, and a nice little restaurant with regional products invites you to linger afterwards.

The <u>Städtisches Museum Göttingen</u> (City Museum) displays exhibits from the city's long history in an impressive half-timbered building from the 16th century and also hosts special exhibitions:

If you want to get to know Göttingen and discover the city's hidden, often historically significant sides, don't miss out on the various <u>city tours.</u> You will learn interesting facts about Göttingen and get rare insights into courtyards and premises that would otherwise remain hidden from you.



For more information about Göttingen and the city's offerings, visit the websites of the <u>City of Göttingen</u> and <u>Göttingen Tourism and</u> <u>Marketing e.V.</u>

#### **BEING ACTIVE AND CREATIVE**

Being active in Göttingen is easy - whether together with other students at the activities organised by the university and the Studentenwerk or with people from different backgrounds in clubs and associations. Take advantage of the wide range of activities for sporty and creative people in Göttingen.

#### **Sports**

Göttingen University Sports (Hochschulsport

<u>Göttingen</u>) offers over 80 different kinds of sports and very well-equipped sport facilities. These include a swimming pool with a sauna area, a large gym, excellent climbing walls and 8 different sports halls. Sports halls and equipment can be rented at low costs. The sports centre at Gutenbergstraße is open daily and can be reached within 10 minutes by bike from the North Campus or the city centre. To use the sports facilities, you must become a member and pay a monthly membership fee. Additional costs may apply for courses or specific sports activities.

#### Dancing

Classical ballroom dancing, tango, salsa, belly dancing, hip hop, Indian dance – the <u>Studen-</u> <u>tenwerk</u> and <u>Hochschulsport Göttingen</u> offer a wide range of dance courses for students. The cultural centres <u>KAZ</u> and <u>Musa</u> also offer dance courses.



#### Singing and making music

The University has a renowned <u>Choir</u> and <u>Orchestra.</u> Membership is open to anyone who passes an audition. These are held at the beginning of the semester at Casa Musica (Herzberger Landstraße 2). You will be required to perform a piece of your choice.

<u>UniCante</u>, the choir of the Studentenwerk, is open to anyone who enjoys singing modern songs. UniCante's repertoire includes a cappella arrangements of popular pop and rock songs. You can join UniCante at the beginning of each winter semester, in some cases earlier.

All those who like to play jazz and funk are welcome at <u>UniRoyal.</u>

The <u>KAZ Cultural Centre</u> offers workshops in Latin American music, African drumming and Spanish guitar. People from all over the world also come together to sing, whether in a choir or learning German through singing. The <u>Musa Cultural Centre</u> also offers music classes.

#### **Playing theatre**

Most plays at the <u>ThOP -Theater im OP</u> are produced and performed by students. Anyone can participate, whether as an actor or backstage. No experience is necessary: your enthusiasm is the only requirement! An information evening is held at the beginning of each semester.

For English speakers, there is the English Drama Group. And if you prefer writing to acting, you have the opportunity to take part in a writing competition.

# Photography

Do you like photography and would like to develop your skills? No matter if you are a photography novice or experienced, the Studentenwerk offers <u>photography courses</u> for all levels.

If you would like to exhibit your photographs, graphics or paintings, the <u>Studentenwerk</u> will provide you with exhibition space, support you with technical and organisational issues, take care of the printing of promotional posters and provide you with 70 cm x 100 cm picture frames and mounts free of charge.

#### **Arts & Pottery**

In the workshops of the KAZ Cultural Centre, you can try your hand at pottery and other arts. The courses are free of charge for students during the week.

#### **NETWORKING AND MAKING FRIENDS**

#### **Foyer International**

The <u>Foyer International</u> is the meeting place for students from all over the world. The International Office, together with students, organises a diverse cultural programme with cooking events, theatre workshops, gardening & excursions, workshops on language, country or topics like, Affordable living in Göttingen'. Here you can also talk about the challenges of a stay abroad. A great place to meet people from all over the world!

#### **Excursions**

The International Office organises <u>excursions</u> to places of political, cultural and historical interest in Germany. On these inexpensive excursions, you can experience German history and contemporary culture together with other international students.

#### **International Communities**

In Göttingen, there are many groups of origin that have organised themselves into <u>national</u> <u>communities</u>. Internationals and their families come together, organise social activities and offer their support to fellow nationals newly arriving in Göttingen.

#### Göttinger Gastfreunde

The <u>Göttinger Gastfreunde e.V.</u> is an initiative of Göttingen citizens for international students. Host families invite you to join them, spend German holidays with you, take you on excursions and let you take part in their lives.

#### Associations

In Germany, many people organise themselves in <u>clubs or associations</u> to do voluntary work, get together with like-minded people or play sports. Clubs are a good way to leave the university setting, meet people with similar interests and network in Germany.



### **GOING OUT**

#### **Restaurants and cafés**

In Göttingen, many restaurants and cafés offer a colourful mix of the world's cuisines - German, Italian, Turkish, Greek, Indian, Chinese, Japanese, Persian, Ethiopian or Mexican cuisine can be discovered. The prices are usually moderate. From spring to autumn, tables in courtyards or on the pavement invite you to take a break with a piece of cake and a cup of coffee or tea or a cold drink.

Don't be surprised if the staff asks you to pay for your order right after serving if you sit outside. If you sit inside, you pay the bill when you leave.

#### **Pubs and clubs**

The centre of Göttingen offers a lively pub and club scene. In many clubs you can dance the night away without closing times. Some pubs and clubs also offer live music. Most clubs are located right in the city centre and are mainly geared towards students. Events with guest DJs and theme nights are often advertised with posters all over the city.

#### Tipping

In Germany, it is not customary to simply leave the money for the bill on the table. You pay the staff directly.

In restaurants and cafés, prices already include VAT. Tipping is common, the amount depends on your satisfaction and your possibilities. Sometimes you just round up to the nearest euro, sometimes you tip a few euros. The tip usually increases with the amount of the bill. If you want to leave a tip, tell the staff how much you want to pay in total (including tip) or how much you want to get back.

When you go to a restaurant or café with friends or acquaintances, it is quite common to ask for separate bills – everyone pays for

themselves. This is not considered unfriendly in Germany! If you have eaten together with others and then ask for the bill, you will be asked whether you want to pay together or separately.

### **PRACTICAL CONCERNS**

#### **Cost of living**

The cost of living in Göttingen varies, depending on your lifestyle. As of 2023, German residence law requires international students to dispose of at least 934 euros per month to cover their living expenses. This sum is realistic, so plan accordingly! Please remember that proper financial planning throughout your entire study period is perhaps the most important non-academic prerequisite for your academic success. When it comes to living cost, rent for accommodation is usually the largest expense: In 2023, the cheapest rents for rooms provided by the Studentenwerk are around 350 euros, for single rooms in shared flats around 400 euros, and for one-bedroom flats 500 euros or more.

The second major expense is usually food. Food prices in Germany are affordable, but prices in restaurants and for delivery services are comparatively high. Find out which foods are cheap and where to buy them, cook your own meals using fresh ingredients, and make use of the Studentenwerk canteens - they offer high-quality and nutritious meals at reasonable prices! Even if you live very modestly, you should set aside about 150 euros per month for food.



#### Electricity

The main voltage in Germany is 220V, 50Hz AC. Common plug types are C, E and F. You can easily and affordably purchase adapters for these plug types at a local electronics shop or online.

#### **Telephone and internet**

If you want to call a landline in Göttingen from your mobile phone or from another city, you must dial the area code for Göttingen (0551). The country code for Germany is 0049.

Most students primarily use mobile phones. All major mobile phone providers maintain 4G networks in Göttingen. Costs for mobile phone plans primarily depend on the monthly data volume included. Low-cost plans start at around 10 euros per month, while most plans cost between 10 and 30 euros.

With a German SIM card, calls are usually cheaper than with a foreign one. You can either sign a fixed-term contract or buy a prepaid card. In the long run, term contracts are usually cheaper than prepaid plans.

You can use Wi-Fi free of charge in the university and Studentenwerk buildings, and in many restaurants and cafés.

If you want to access the internet at home via LAN cable or Wi-Fi to retrieve large amounts of data with high connection quality (e.g. for video conferencing or streaming films), you should order your own internet connection. Local providers maintain shops in the city centre; tariff options are numerous. The costs usually range from 20 to 35 euros per month.

#### Recycling

Sustainability is a top priority in Germany. Recycling and waste separation are considered standard practice. In most cities, there are separate, colour-coded bins and containers at the house for paper (blue), plastic/composites (yellow), compost/garden waste (green or brown), and residual waste (gray). In addition, there are public containers for glass, batteries, and clothing.

Where to put which waste? The Göttingen Waste Disposal Company (Göttinger Entsorgungsbetriebe) shows how it works in their video on waste disposal and waste separation.

#### **Bottles**

Most bottles can be returned and are labelled as 'Mehrwegflasche' or 'Pfandflasche' (reusable or deposit bottle). If you return bottles to the supermarket, you will get the deposit back. Bottles that cannot be returned (such as wine bottles) should be placed in glass recycling containers found throughout the city. Single-use plastic bottles should be placed in the yellow bin or 'Gelber Sack' (yellow bag).

# Waste paper (Altpapier)

Waste paper (such as newspapers, cardboard boxes and packaging material made of paper and cardboard) should be placed in the blue bin.

#### Recyclable waste (Gelber Sack)

On many packages made of plastic or metal, you will find a small sign with an arrow. These packages can be recycled. They should be placed in the yellow bin or collected in 'yellow bags' (Gelber Sack). You can get yellow bags for free at the New Town Hall (Neues Rathaus) of the City of Göttingen and in many shops.

#### **Residual waste (Restmüll)**

Residual waste is all waste that cannot be recycled. It should be placed in the grey bin.

# Tap water in Germany is safe to drink!

You do not have to buy bottled water for home use. Many people use their own reusable water bottles and fill them up with tap water when they're on the go. Bottled drinking water (table water/mineral water) is available for purchase, with or without carbonation.

When you order water in a restaurant, you will be served bottled water, which you have to pay for. However, you can ask for a free glass of tap water when ordering coffee or wine.

#### **MEDICAL CARE AND EMERGENCIES**

# The most important emergency numbers in Germany:

Police, traffic accidents, assaults: 110

Fire department, ambulance: 112

Poison emergency hotline Göttingen (Giftnotruf): **0551 19 24 0** 

Emergency Outpatient Clinic Göttingen (Notfallambulanz): **0551 51 79 90** 

You can dial 110 and 112 free of charge from any landline or mobile phone - even without a SIM card and PIN.

Germany has a first-class health care system. You can find detailed information on medical care and dealing with emergencies in our brochure 'Medical Care and Emergencies'.

#### **Hospitals**

In Germany, if you are ill or have mild to moderate symptoms, you should first consult a <u>general practitioner</u>. Only in emergencies or in the case of acute, severe complaints you go to the emergency outpatient department of a hospital. Except for some private hospitals, all hospitals are open to all insured patients. **Emergency hospitals:** 

Göttingen University Medical Centre (Universitätsmedizin Göttingen) Robert-Koch-Straße 40 Phone: 0551/ 390

Evangelical Hospital (Evangelisches Krankenhaus) Göttingen-Weende An der Lutter 24 Phone: 0551/ 5034-0

#### **Other hospitals**

#### **Treatment costs**

#### Statutory health insurance

If you hold statutory health insurance, your doctor will settle the treatment costs directly with your health insurance. You only need to show your health insurance card at the doctor's office. For some treatments or services, such as certain dental fillings, dentures, glasses, contact lenses and certain medications, you will have to pay a co-payment.

#### Private health insurance

If you hold private health insurance, you will have to pay for the costs of treatment and medication yourself and then submit the bills to the insurance company for reimbursement. The amount of reimbursement may be limited, and certain services may be completely excluded.

# **Pharmacies**

Medications in Germany are only sold in pharmacies. Some medications can be purchased without a prescription, such as antihistamines, mild cold or flu remedies, or mild pain relievers. However, most medications require a doctor's prescription. Pharmacies are open during regular business hours. However, there is always a 24-hour emergency pharmacy open in the city. You can find the <u>current emergency pharmacy</u> online or on a sign in the shop window of every pharmacy.



#### Shopping for daily needs

Shops in Göttingen are usually open from Monday to Saturday. Large grocery shops usually operate from 8 am to 8 or 10 pm, while smaller shops may have later opening and earlier closing times. Bakeries also open on Sundays and many public holidays, often until the afternoon. Outside regular opening hours, you can find a small selection of groceries at petrol stations and kiosks, which are often open continuously, including nights and weekends.

#### Food

The most convenient place to buy food is a supermarket. Smaller supermarkets can be found all over the city area, larger supermarkets and discount stores in the outskirts and on the arterial roads. Discount supermarket chains such as Aldi, Lidl or Penny offer good quality food at particularly low prices. In all supermarkets, you will also find a selection of staple foods and specialities from other parts of the world.

#### Speciality shops with regional focus

In some shops in Göttingen you can buy food from your home countries – African, Arabic, Asian, or Latin American food is readily available, although in a much smaller variety compared to your home country. You don't need to bring food from your home country!

#### Organic shops / health food shops

The organic shops and health food shops in the city centre specialize in organically grown food as well as vegetarian, vegan, lactose-free, or gluten-free food options. However, you can also find a selection of such foods in most supermarkets.

#### Furniture and household items

You can buy furniture and household items at furniture stores in Göttingen's outlying districts. These often offer delivery for an additional fee. In Germany, you can easily order larger furniture items online as well. You can find everything you need for your household in the shops in the city centre. Additionally, you can purchase second-hand furniture and household items on online portals, at second-hand shops, or at flea markets.

#### **Farmers' Market**

If you are looking for regional, often organically grown products, you will find them at the <u>farmers' market (Wochenmarkt</u>). It takes place on Tuesdays and Thursdays from 8 am to 1 pm, and on Saturdays from 8 am to 2 pm.

#### **Drugstores**

Drugstores (Drogeriemärkte) offer cosmetics and household products at low prices. While they sell dietary supplements and over-thecounter medications such as throat lozenges, they do not sell prescription medications. You can also find a selection of cosmetics and household products in any supermarket.

# Religion

In Göttingen, most of the world's major faith communities are represented with congregations and maintain spaces for gathering and practising their faith together.

#### **Christian communities**

Germany is influenced by Christianity. There are Catholic, Protestant and also Baptist and Russian Orthodox places of worship and congregations in the city area. Many offer services in languages other than German.

At the University of Göttingen University there is a <u>Protestant (Evangelische Studier-</u> <u>enden- und Hochschulgemeinde - ESG</u>) and a <u>Catholic student congregation (Katholische</u> <u>Hochschulgemeinde KHG).</u> They hold services, provide pastoral care, and offer a programme of events that is open to all students.

#### Jewish communities

There are two Jewish communities in Göttingen: the <u>Liberal Jewish Community Göttingen</u> (Jüdische Gemeinde Göttingen) and the <u>Jewish</u> <u>Cultural Community for Göttingen and Southern Lower Saxony (Jüdische Kultusgemeinde</u> <u>für Göttingen und Südniedersachsen</u>). Their activities are complemented by a <u>Jewish edu-</u> <u>cational center (Jüdisches Lehrhaus</u>), which is open to all interested parties.

#### **Muslim communities**

The Islamic student association (Islamische Hochschulgemeinde) provides a forum for Muslim students. The Muslim communities in Göttingen are the <u>Islamic Community Al-Iman</u> e.V. (Islamische Gemeinschaft Al-Iman e. V.), the <u>Liberal-Islamic Federation Göttingen (der</u> <u>Liberal-Islamische Bund Göttingen)</u>, and the <u>Al Taqwa e.V. Göttingen.</u>

# **Room of Silence**

The University of Göttingen has set up a <u>'Room</u> of <u>Silence'</u> (Raum der <u>Stille</u>) on the ground floor of the 'Blauer Turm'. The room is open to all students, staff and guests of the university to find peace, meditate or pray - regardless of denomination or faith.

You can find more information on religious congregations and groups in Göttingen under <u>Religion</u> or in the <u>brochure of the City of Göttingen</u>.

# Travelling through Germany

Göttingen is located in the centre of Germany, allowing you to reach all major German metropolitan regions within just a few hours. Germany has a well-developed transportation network and a well-developed public transport system. For longer distances, trains are usually the best and most sustainable option.

# By train

In Germany, you can reach almost all cities by train. From Göttingen, you can take the high-speed train (ICE) and reach Kassel or Hannover in approximately 30 minutes, Berlin, Hamburg, or Frankfurt in about two hours.

The prices depend on the type of train, class booked and booking period: the earlier you book, the cheaper the offers. With your student ID, you automatically have a semester ticket, which allows you to travel for free on all regional trains in Lower Saxony. For an additional fee, you can upgrade your semester ticket to a Deutschlandticket. This is valid for all regional and local public transport buses and trains (2nd class) throughout Germany. Take the opportunity to explore Germany and its sights!

There are also discount cards (Bahncard) that offer 25% or 50% discounts on all train tickets for an annual fee. You can find information on the <u>website of the Deutsche Bahn</u> and in the 'DB Navigator' app. In the vicinity of Göttingen, many small, historically significant cities are worth a day trip.

In about two hours by regional train, you can reach:

- Goslar: a UNESCO World Heritage Site famous for its majestic gates and fortifications, the medieval Imperial Palace, its Romanesque churches, half-timbered houses and the Rammelsberg, a museum and visitor mine.
- Hannoversch Münden: a charming little town at the confluence of the Fulda and Werra rivers
- Hameln (Hamelin): famous for its Pied
  Piper legend, with a beautiful historic centre

Please make sure that your student ID is valid before you start your trip – you need to revalidate it after each re-registration.

# By bus

All long-distance buses travelling to Göttingen stop at the Central Bus Station (ZOB), close to the main train station. You can find route maps and booking options at <u>checkmybus</u> and <u>flixbus.</u>

# By car

You can also travel by car, and you don't even have to rent one! Many students opt for 'carpooling' or 'ride-sharing' (Mitfahrgelegenheit): people who still have a free seat in their car offer a ride for a reasonable price. You can find carpooling options on various platforms such as <u>blablacar</u>, <u>drive2day</u>, <u>bessermitfahren</u>, and <u>fahrgemeinschaft</u>.



# AFTER COMPLETING YOUR STUDIES

# CHECK LIST: LAST STEPS AT THE UNIVERSITY OF GÖTTINGEN

- Toward the end of your studies, carefully check whether all coursework and examinations have been recorded, assessed and released in FlexNow.
- Visit your faculty or programme coordinator and make sure that you have completed all the required work and taken care of all formalities.
- Return all items borrowed from libraries and pay any outstanding fees.
- Exmatriculate when you have completed all coursework and examinations.
- Join the university's alumni networks!

# **WORKING IN GERMANY**

Germany is one of the world's leading economies with a high demand for skilled workers. As a graduate of a German university, you have good prospects of starting a career in Germany, especially if you speak German well or at least to some extent.

If you plan to stay in Germany after completing your studies, you should plan your career entry early on.

# Tips for planning a career

- Define your skills, values and interests.
- Set your professional and personal goals.
- Research job and task profiles that match your skills and goals.
- Explore industries where such job positions and task profiles are found and companies and institutions within those industries.
- Conduct targeted searches for suitable job advertisements.
   Allow enough time for this: It's best to start your search as soon as your graduation is foreseeable.
   Analyse the job profiles: You can still develop the skills you lack!
- Take advantage of the university's counselling and support services, and seek assistance in the application process Applying successfully is a skill that can be developed!
- Visit job fairs and recruitment events.
- Learn German, even if you are studying in English! German language skills at least at B2 level will significantly improve your job prospects in Germany!

# LEGAL ADVICE

If you are a national of a non-EU/EEA country and had a residence permit according to §16b AufenthG (purpose of study) during your studies, you may stay in the country for up to 18 months after graduation to look for a job. Your health insurance coverage and living expenses must be secured during this time. You may be gainfully employed without restriction during this time - all restrictions that applied during your studies are lifted.

If you find a job in Germany, you can easily obtain a new residence permit in Germany according to §18a or §18b AufenthG (gainful employment). You do not have to leave the country or apply for a new visa - just contact the Foreigners' Registration Office with your employment contract.

You can also start a business in Germany and receive a new residence permit for this (§21 AufenthG: Self-employment). Restrictions apply here: You must work in a field which your German university degree qualified you for. For more information on working in Germany after graduation, please visit <u>Make it in Germany</u> or the <u>DAAD's career</u> planning page.

> successfully position yourself on the job market. They also provide support in creating application documents and preparing for job interviews.

# StartGuide at the University of Göttingen

The <u>StartGuide</u> project at University of Göttingen, funded by the state of Lower Saxony, supports international students and graduates in finding internships, adaptation qualifications, trainee programmes or regular employment. The focus is on guiding them through the application process and providing support during the first months of their professional career.

**Starting a business (Gründungsförderung)** The <u>university's start-up support of the Trans-</u><u>fer & Startup Hub</u> offers guidance on starting a business, provides information on key topics such as choice of legal form and financing options, and offers qualification and network opportunities. For technology-based and/or particularly innovative ideas, funding can be granted to support product development and market launch.

#### **SUPPORT SERVICES**

#### **Career Service**

The <u>University's Career Service</u> supports all students in career planning and entering the job market. Here, you will receive help in identifying your skills, defining your career goals and developing a personal strategy to

# **CONTINUING YOUR STUDIES**

In Germany, Bachelor's degree programmes are considered as career-qualifying. However, in many fields and industries, it is common to obtain a Master's degree - often immediately after completing the Bachelor's degree, more rarely after a few years of professional experience. The university offers a wide range of <u>Master's programmes.</u>

Around 25,000 university graduates complete their doctorates in Germany each year, more than in any other European country. As a country with a long scientific and scholarly tradition, Germany offers exceptional infrastructure for research in all fields of study. Many funding organisations support international doctoral students.

All faculties at the University of Göttingen offer opportunities for doctoral studies, either as individual doctorates, structured doctoral programmes or structured doctoral studies. The <u>Göttingen Graduate Schools (Göttinger</u> <u>Graduiertenschulen)</u> provide advice on doctoral opportunities.

# UNIVERSITY OF GÖTTINGEN ALUMNI NETWORK

The University of Göttingen supports you in your career, even after graduation. As a former student of the University of Göttingen, you are cordially invited to join <u>the Göttingen Alumni</u> <u>Network</u> and connect with other graduates worldwide.

# CHECKLIST: LEAVING GERMANY

If you decide to leave Germany, please mind the following points before you leave:

- Start planning in advance dissolving a household is time-consuming!
- Cancel your current contracts in good time!
- Different contracts (e.g. for rent, electricity, mobile phone, internet, health insurance, etc.) can have varying periods of notice. Check the cancellation periods in your contracts to avoid incurring additional costs in Germany after your departure
- Plan to move out of your flat early in advance: This includes clearing out your flat, renovating it if necessary, and handing it back.
   Schedule a handover appointment and make sure to document it.
   Take care of the repayment of your security deposit.
- Close your bank account if you do not expect any further outgoing and incoming payments.
- Deregister at the Residents' Registration Office.
- Organise a big farewell party ;-)!

Find this and further advice on planning your departure on our <u>checkout website</u>.

# IMPRINT

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Il the information contained in this guide has been carefully researched and checked, and all reasonable efforts have been made to avoid errors. If you have any queries on the content of this brochure, please contact us.



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