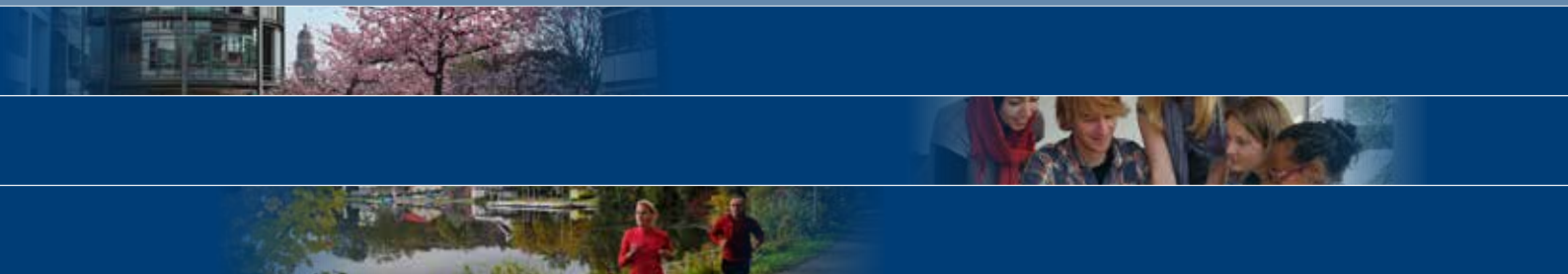




GUIDE FOR INTERNATIONAL STUDENTS

A GUIDE TO THE UNIVERSITY AND DAILY LIFE IN GÖTTINGEN



GEORG-AUGUST-UNIVERSITÄT
GÖTTINGEN

WELCOME TO THE UNIVERSITY OF GÖTTINGEN

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DEAR STUDENTS,

It is my pleasure to welcome you to the University of Göttingen. With its 277 years of history and at the same time modern facilities, the university provides you with excellent conditions for research-based education in nearly all areas of knowledge. In addition, our outstanding infrastructure and partnership with research institutions within the Göttingen Campus give you an opportunity to get involved in high-quality research, connecting to scientists from all around the world.

And even after your graduation, you will – as alumni – stay a member of this unique scientific family throughout your future career.

As a town, Göttingen is also an excellent choice. With its vibrant culture and numerous sports events available, there will always be many things to see and do in your leisure time. I encourage you to take part in the events the university and the city have to offer!



Ulrike Beisiegel
President of the university

DEAR STUDENTS,

Thank you for choosing the University of Göttingen as your new academic home. The university currently hosts students from 120 different countries and we are glad to welcome you to our international family. This guide is designed to provide you with all the necessary information to help you find your way at the University of Göttingen and make you feel comfortable at your new home for the next months or even years. We hope to make your stay in Göttingen a valuable and exciting experience.



Uwe Muuss
Director of
The International Office

GÖTTINGEN - YOUR NEW HOME



DEAR STUDENTS,

I warmly welcome you to Göttingen, a city of knowledge! The University of Göttingen, its students, scientists and staff, make Göttingen a special place to live in: the city lives from science and for science. Göttingen is a melting pot that accommodates students from more than 120 different countries from all over the world. It is therefore a city of international encounters on a daily basis that nourishes and gives space for international friendships and academic networks. Apart from the numerous opportunities for studies and cultural activities, Göttingen offers a great deal of possibilities to arrange one's own leisure time. I hope you enjoy your stay in Göttingen and I wish you all the best in your studies.



Rolf-Georg Köhler
Mayor

Göttingen, with a population of approx. 120,000, is a city where tradition and innovation complement one another perfectly. The city dates back to the Middle Ages and still boasts a unique historic centre with beautiful half-timbered buildings. While the architecture breathes history, the spirit of Göttingen is young and vibrant – thanks to its 28,000 students, more than eleven per cent of them with an international background.

Finding your way around town is very easy as the centre is compact and distances from one end to the other are pretty short. Profit from Göttingen's continuously extending cycle tracks, contribute to protecting the environment and do something good for your own fitness. Otherwise, you can always take a bus, which is free for all students (you just have to show your student ID card).



The city also offers a range of outdoor activities with its superb sports facilities, parks and excellent bicycle routes. Göttingen is surrounded by beautiful countryside, with its rolling hills, forests, and the Harz: the highest mountain range in Northern Germany. There are also a number of smaller towns that are worth a visit, which can be seen on a day trip from Göttingen. The semester ticket allows you to use Lower Saxony regional trains for free.

Situated in the geographical centre of Germany and Europe, Göttingen has excellent travel connections, e.g. Berlin, Hamburg or Frankfurt are only a two-hour train ride away. But you don't have to go that far to take a break, because Göttingen itself offers many possibilities for recreational activities!

Göttingen is a very safe place to live. Moving around, even at night, is no problem at all. Its inhabitants are known for their friendliness and open-mindedness. This attitude is also reflected in Göttingen's cultural life. Göttingen offers a myriad of possibilities for recreational activities. The town has three theatres, a symphony orchestra, several cinemas, cafés and pubs, which provide numerous opportunities to meet people and have a good time. Popular annual events include the Night of Culture, the International Händel Festival, the Jazz Festival, the International Literature Festival and many more. The university and its student union sponsor many cultural and recreational events.



1 THE UNIVERSITY OF GÖTTINGEN



COMMITTED TO YOUR SUCCESS

Founded in 1737, the University of Göttingen is a research university of international reputation, with a strong focus on research-driven teaching. The university is distinguished by the wide scope of its subjects and excellent facilities for scientific research. Almost all academic disciplines including medicine are represented in the 13 faculties, the exception being engineering sciences. Such a broad spectrum of subjects enables you to tackle overarching issues from an interdisciplinary perspective.

FACULTIES



NATURAL AND LIFE SCIENCES, MATHEMATICS AND INFORMATICS

- Faculty of Agricultural Sciences
- Faculty of Biology and Psychology
- Faculty of Chemistry
- Faculty of Forest Sciences and Forest Ecology
- Faculty of Geoscience and Geography
- Faculty of Mathematics and Computer Science
- Faculty of Physics
- University Medical Center

LAW, ECONOMIC SCIENCES, SOCIAL SCIENCES AND HUMANITIES

- Faculty of Economic Sciences
- Faculty of Humanities
- Faculty of Law
- Faculty of Social Sciences
- Faculty of Theology

A GLOBAL PLAYER

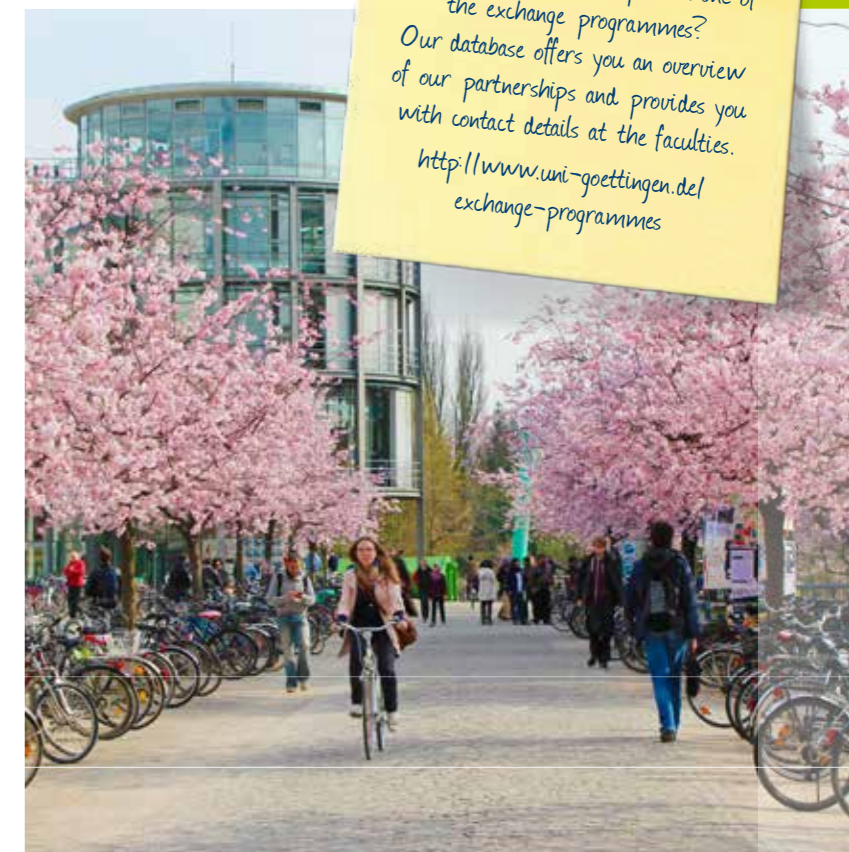
The University of Göttingen is well known as a university which emphasises international cooperation. The university has active agreements with almost 500 institutions of higher education in 75 countries and offers a wide variety of exchange and scholarship opportunities for international students and scholars.

WORLD RANKINGS

The University of Göttingen was ranked number two in Germany and number 67 in the world in 2014-2015 by the Times Higher Education World University Ranking.

CONTACT DETAILS

Would you like to take part in one of the exchange programmes? Our database offers you an overview of our partnerships and provides you with contact details at the faculties.
<http://www.uni-goettingen.de/exchange-programmes>





INTERNATIONAL PROGRAMMES

Over 60 Bachelor, Master and Ph.D. programmes are taught in English and ensure that graduates emerge excellently equipped to enter the international job market. Approximately 28,000 young people currently study here, some eleven per cent of which are from abroad.



GÖTTINGEN CAMPUS

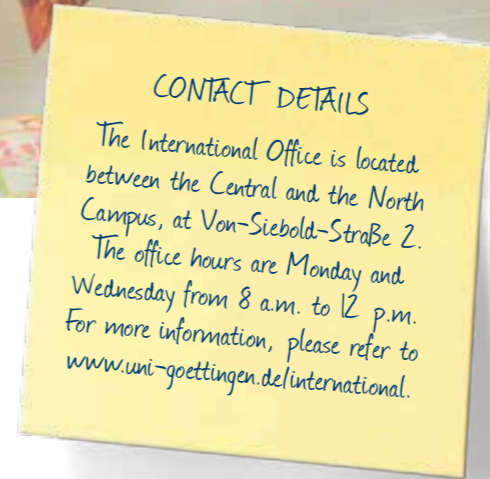
The University of Göttingen and the University Medical Center are joined by eight non-university research institutions and form a collaborative network across Göttingen's research campus.

This network includes the Max Planck Institutes for Biophysical Chemistry, Dynamics and Self-Organization, Experimental Medicine, Solar System Research, and the Max Planck Institute for the Study of Religious and Ethnic Diversity; the Göttingen Academy of Sciences and Humanities, the German Primate Centre and the German Aerospace Centre.

Together these on-site partners form an exceptionally vital cooperative alliance in research and teaching. Their close proximity on campus encourages the discourse of ideas across dis-

ciplines and provides students with access to many different libraries, laboratories, facilities, and a multitude of campus resources.

Joint professorships working at the university and at these non-university institutions unite teaching activities with on-going research projects, placing students at the forefront of developments in science, technology, methodologies, innovation and culture. Professors and scientists take part in the graduate training programmes, which also provide a range of professional skills tailored to the needs of doctoral students.



THE INTERNATIONAL OFFICE

The International Office is your main point of contact for non-academic issues before your arrival and during your stay in Göttingen. Please feel free to contact us via contact form, telephone or personal visit during the office hours if you need any assistance with your application or enrollment at the University.

Apart from taking care of administrative issues, we also organise numerous cultural events and excursions, which bring students from different countries together. Please join us for one of the cultural or cooking evenings; present your home country or simply have fun during one of our quiz nights or movie evenings.





2 PREPARING YOUR STAY

BEFORE YOU ARRIVE

Before you come to Germany, there are some bureaucratic hurdles to tackle. The administrative steps and the documents which you have to bring with you may differ depending on whether you are an exchange or a degree student, and whether you come from a European Union country or not. Please consult your respective contact person in the International Office or at the faculty.

STUDYING IN GÖTTINGEN AS A DEGREE SEEKING STUDENT

CHECKLIST: PREPARING YOUR STAY

- Receive admission letter
- Apply for visa (if required)
- Clarify money-related questions
 - Secure funding for your studies
 - Get proof of financial resources (if required)
- Apply for health insurance (if required)
- Prepare the documents to take with you to Göttingen
- Apply for accommodation
- Start learning German
- Apply for study-buddy/exchange-buddy programme (if desired)

IMPORTANT
Please note that the steps below are valid for degree seeking students only. Exchange students should refer to page 22.

RECEIVING YOUR ADMISSION LETTER

You automatically receive an admission letter (Zulassungsbescheid) from the University of Göttingen after your application has been accepted by the faculty. You will need it in order to apply for your study visa and later on to enrol at the university.

APPLYING FOR A VISA

Before travelling to Germany, please check whether you need a visa and, if so, what kind of visa. The entry requirements will depend on your nationality and the length of your stay in Göttingen.

IMPORTANT
Allow plenty of time for sorting out visa-related issues since processing the visa application can take from several weeks up to several months. Do not enter Germany with a tourist visa!



CLARIFYING MONEY-RELATED QUESTIONS



COSTS

The cost of studying at the University of Göttingen is very low since the tuition fees have been abolished. All university students still have to pay semester (administrative) fees, which amount to 290 Euros per semester. Among other things, the fees cover your transportation in Göttingen and Lower Saxony, and allow for reduced canteen prices in Göttingen. For more information, please refer to page 28.

PROOF OF FINANCIAL RESOURCES

Another document that you will need for your visa application (and also later on for your residence permit application) is a proof of financial resources (Finanzierungsnachweis), which shows that you can finance your studies and daily living costs whilst in Germany.

Currently, foreign students must prove they have at least 8,000 Euros per year at their disposal (about 670 Euros per month). Proof of financial resources can be provided in various ways. The following forms are generally accepted:

1. Your parents submit documents certifying their income and financial assets.
2. A resident in Germany provides the Foreigners' Office with a guarantee to cover your expenses.
3. You submit a bank guarantee.
4. You receive a scholarship from a recognised scholarship provider.
5. A security payment is deposited into a blocked account (Sperrkonto).

Please enquire at the German Embassy/Consulate in your country to find out which forms of financial proof are required for your stay.

Make sure that you have enough money available (ca. € 1,000) during your first weeks in Göttingen to cover the start-up costs (rent, flat deposit, health insurance, utilities, buying a bike, etc.). These expenses are normally due before you receive your first scholarship payment or before you are able to open a bank account.



SCHOLARSHIPS

Unlike other countries, German universities normally do not offer scholarships. The most important scholarship provider for international students is the German Academic Exchange Service (DAAD).

You can also apply for scholarships from politically-affiliated foundations, religious institutions and business organisations. The following link (www.uni-goettingen.de/financing-studies) will provide you with more information about various scholarship opportunities.

In addition, you can consult these pages, DAAD (www.funding-guide.de) and scholarship portal (www.scholarshipportal.eu), as well as individual organisation websites or those related to the promotion of young talents (such as www.stipendiumplus.de).



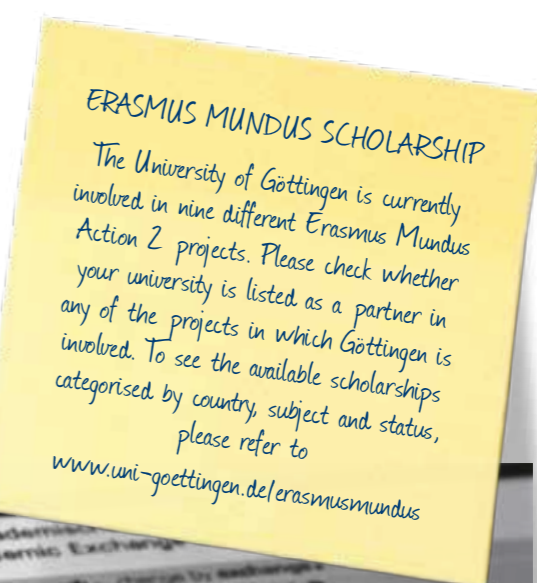
WHAT IS A BLOCKED BANK ACCOUNT (SPERRKONTO) AND HOW TO OPEN IT?

A blocked bank account is opened at a German bank. In this account, you will be required to deposit a minimum of €8,040 for one year of studies. You will be able to withdraw no more than €670 a month from this account. The rest of your money remains blocked during your studies to ensure that you don't have less than €670 a month. Please note that the resident permit's period of validity is calculated from the blocked amount.

Instructions on how to open a Sperrkonto are provided by the respective banks. Not all banks offer this service.

FINANCING YOUR STUDIES

Even if you don't have to apply for a visa, securing funding for your studies is essential! You should take into account that you will need at least 700 Euros per month in order to pay the costs of living. For more information about the prices, refer to page 56.



EARNING MONEY



For many students in Germany it's quite normal to work part-time whilst studying. Many students work as university research assistants (known as "HiWi" – wissenschaftliche Hilfskraft), others in cafés and restaurants, at trade fairs, as delivery drivers, etc. A part-time job supplements your income, it can help you to make career decisions later on and it can make a nice change from phases of intensive academic work. As an international student, you are also allowed to work in Germany. However, the German labour law restricts how many hours foreign students are allowed to work, since studying must be your main occupation. Please keep in mind that knowing German can significantly increase your chances of finding a part-time job.

IMPORTANT

You will not be able to finance yourself entirely by working part-time while studying! And it is not always easy finding a part-time job.

HEALTH INSURANCE



Health insurance is mandatory by federal law for all students of German universities. Therefore you will need valid health insurance in order to apply for a German visa and to enrol at the University of Göttingen.

If you are a citizen of the European Union, then you are covered by state health insurance in your home country for a stay of up to 12 months in Germany. In order for this to be validated, you will need the European Health Insurance Card (EHIC), which your home country insurance company will issue.

If you are not a citizen of the European Union, you will have to apply for travel health insurance from your country of origin, which will cover the first weeks of your stay in Germany. Once in Göttingen, you should then organise some German health insurance, which is compulsory for non-EU citizens.

ORIGINAL AND CERTIFIED TRANSLATIONS OF CERTIFICATES / REQUIRED DOCUMENTATION (ENGLISH OR GERMAN)

Before leaving for Germany, make sure you get certified German or English translations and legalised copies of important certificates, such as previous academic achievements and language certificates.

APART FROM THAT, HERE IS A CHECKLIST OF ADDITIONAL DOCUMENTS WHICH YOU NEED TO HAVE WITH YOU:

- Admission letter (Zulassungsbescheid)
- Valid visa (non-EU citizens only)
- Valid health insurance
- Valid passport
- Sufficient funding
- Proof of financial resources
- Originals or certified copies/certified translations of the following documents:
 - Certificate of previous academic achievements (secondary school and/or university diploma)
 - Language certificates (if necessary)
 - Confirmation of health insurance coverage from your provider if your policy is recognised in Germany

ACCOMMODATION

ACCOMMODATION SERVICE FOR INTERNATIONAL STUDENTS

In contrast to some other countries, students at German universities do not automatically receive dorm rooms when accepted by the university. Students have to find accommodation by themselves.

The University's International Office supports international students in finding accommodation. All international students are advised to get in touch with the Accommodation Service of the International Office as soon as possible. They will gladly assist you in finding the right place for your needs.

www.uni-goettingen.de/accommodation-service



Göttingen offers many types of accommodation. However, it is advisable to start searching for a place to stay as early as possible, since the housing market will be inundated with a large number of new students also seeking to find accommodation at the start of the semester.

Different types of accommodation for students include: rooms in a student hall of residence, rooms in a private student hall of residence, small apartments, or rooms in a privately shared apartment.

STUDENT HALLS OF RESIDENCE

In Germany, the halls of residence are usually not owned by the universities. Most halls are run by an independent organisation called Studentenwerk (Student Union). There is a close cooperation between the university and the Studentenwerk here in Göttingen, and the Studentenwerk offers 4,500 affordable rooms, apartments and flats for students in Göttingen. The residential buildings are spread all over the town, ranging from historic sites to modern complexes. The room types also vary. Most of the rooms are single rooms which are unfurnished; they are usually arranged either in groups (in a flat-share like way) or in corridor communities, which means all rooms on one corridor share facilities such as a kitchen, bathrooms and other communal areas. Moreover, the Studentenwerk also provides single and double apartments and family flats.



PRIVATE HOUSING MARKET

There are also rooms and apartments offered for rent on the private market.

Shared apartments (Wohngemeinschaft, or WG) are especially popular among students. A WG is a living arrangement in which several people share the costs of living in one flat. Each person has his/her own bedroom, whereas the kitchen and bathroom are shared. Most of the rooms are not furnished, so please always double check if any furniture is included. The exception to this rule would be sublet rooms (Zwischenmiete).

ZWISCHENMIETE

Zwischenmiete is a good option when you arrive in Germany. It is a short-term accommodation possibility, with fixed start and end dates. The most important advantage is that these rooms are usually furnished. Since the person who offers the room plans to come back, he/she leaves their furniture in the room. And, although subletting is for a limited period only, it will give you enough time to have a look around for more permanent accommodation once you have arrived in Göttingen.

LOOKING FOR A ROOM ON THE PRIVATE MARKET

If you decided to search for a room in a WG (shared apartment), the following websites will be useful for finding offers of accommodation:

www.wg-gesucht.de/en/ (in English)

www.studenten-wg.de (in German)

www.zwischenmiete.de (in German)

www.uni-goettingen.de/flat-market
(mostly in German)

www.goettinger-tageblatt.de/Anzeigen/Immo
(in German)

www.facebook.com/wohnungsmarktgoettingen
(in German)

If you are already in Göttingen, then you can find further offers in the weekend issue of the local newspaper (Göttinger Tageblatt) and on notice boards in the university buildings.

It might also be a good idea to check if your department or study programme runs a Facebook group. Facebook groups are a good opportunity to get in touch with people who are already in Göttingen or who have been there. They may be able to give you some hints regarding accommodation, or may even have heard about a room which is available.



INFORMATION

In general, please do not underestimate the time and effort it takes to find accommodation in Göttingen – especially at the beginning of the semester (in September/October and March/April)!



INFORMATION

*You can apply online on the following website:
www.studentenwerk-goettingen.de/onlinebewerbung.html*

APPLYING FOR ACCOMMODATION

Due to the very high demand, we highly recommend **filling in an application as soon as possible after receiving the admission letter**. You can add your name to the waiting list of students seeking to obtain accommodation in one of the halls of residence at any moment, without any obligation to then take up this offer. It is not necessary to be enrolled at the University of Göttingen at this stage.

UNDERSTANDING WHAT IS BEING OFFERED

To help you read and understand the advertisements, please refer to the list below:

GERMAN	ENGLISH
2 ZKB	a two-room (Z. or Zi.=Zimmer) apartment, with a kitchen (K=Küche) and bathroom (B=Bad)
Abstellraum	storage room
Blk. (=Balkon)	balcony
DG (=Dachgeschoss)	attic floor (most likely directly under the roof)
WC	toilet
Du (=Dusche)	shower
EG (=Erdgeschoss)	ground floor
Kaltmiete (KM)	rent without utilities and heating
Kaut. (=Kaution)	security deposit (to be reimbursed when you move out)
Möbliert (mbl.or möbl.)	furnished
NK (=Nebenkosten)	additional costs (electricity, heating, staircase cleaning, garbage fee etc.)
OG (=Obergeschoss)	upper floor
Ruhige Lage	quiet area
Sout. (=Souterrain)	basement
Warmmiete (WM)	rent including heating and water
Zwischenmiete	sublet

2



GETTING A ROOM

Most WGs want to get to know their future flatmate. For most flatmates it is very important that the people sharing the flat get along well.

Therefore, if you are searching for accommodation from abroad, you can contact the WG via email, introduce yourself and tell them a little bit about yourself (for example, your hobbies or why you are coming to Göttingen). A great means of communication is Skype because in this way you could “meet” the possible flatmates and also see the room. Likewise, Skype offers the WG a chance to get to know you.

If you are already in Göttingen, please try to arrange viewings of the rooms once you have found an offer you like. Since the housing market is very competitive, it is important to look for the most recent offers and react quickly.



TRANSFERRING YOUR DEPOSIT - WATCH OUT!

Be cautious when it comes to transferring deposits.

Please be extremely cautious if:

- You are asked to arrange a payment through Western Union or make another international transfer. This usually means that it is not possible to find those who receive the money.
- The landlord offers to send the keys via mail. This is not a common practice in Germany.
- The landlord does not agree to arrange a viewing of the accommodation.

Only pay the deposit when:

- You have seen the accommodation;
- You have signed the rental contract;
- You have received the keys.

In case you cannot go to a viewing of the accommodation yourself, you could ask a friend or acquaintance to check the offered place for you.

HAVING FOUND A PLACE

Before moving in, please take the following into consideration:

Contract (Mietvertrag)

Contractual obligations are taken very seriously in Germany. Once you have signed a contract, your landlord expects you to fully comply with the duties. Make sure that you understand all the points of the contract, e.g. are you liable for cleaning the staircase or do you have to renovate the rooms when you move in or out? In case of doubt, it is advisable to have someone to help you understand the contract before you sign it.

Deposits

All apartments require a security deposit of two to three monthly rents (Kaltmiete). This amount is to be refunded at the end of the leasing period, if you leave the place in a good condition.

Furniture

Most of the rooms offered for rent in shared apartments will be unfurnished. Kitchen and common areas will normally be furnished. Furnished rooms are marked as “möbliert”.

If you decide to rent an apartment for yourself, please note that most apartments available for rent will be unfurnished as well. Even the kitchen will often not be equipped with appliances like a fridge, etc. unless specifically indicated. Therefore, please always double check what furniture is included.

TEMPORARY ACCOMMODATION

If you did not have any luck in finding suitable accommodation before you arrive, you can find temporary accommodation in one of the youth hostels in and around Göttingen, bed and breakfasts, or hotels. Please refer to this list of temporary accommodation offered by the Accommodation Service: www.uni-goettingen.de/Accommodation-General-Information

ACCOMMODATION CHECKLIST: STEPS WHICH YOU CAN TAKE FROM HOME

- Contact the Accommodation Service for international students
- Apply for a room in a student hall of residence
- Check online flat advertisements and arrange Skype interviews with your potential flatmates
- Organise accommodation for your first nights in Göttingen



DID YOU KNOW?

The general rule in Germany is that you should keep the noise to a minimum between 10 p.m. and 7 a.m. If you have a party, it could be a good idea to let your neighbours know in advance that it may be a little bit noisy on a particular evening.

Moving in

When you move into your new apartment or room, take a good look around and write down all small damages, if there are any. Have your landlord sign this list. It will be added as an addendum to your rental contract. In this way, when you move out, you will not be held responsible for damages you did not cause. Your landlord can deduct money from your deposit to fix any damages that occurred during your stay.

START LEARNING GERMAN

Even if your programme is taught in English, it is still recommended that you learn the basics of the German language before arriving in Germany. This will help you greatly in your day to day life and will make your transition to the new cultural and social environment easier.

REGISTER FOR GERMAN PREPARATORY COURSES AT THE UNIVERSITY (OPTIONAL)

It is advisable to take an intensive language course at the beginning or right before the start of your study programme. The Institute for Intercultural Communication (IiK) offers preparatory courses in German in March, August, September and October. For more information, please refer to:

www.uni-goettingen.de/iik

For more information about learning languages in Göttingen, please refer to:

www.uni-goettingen.de/learn-german

APPLY FOR THE EXCHANGE BUDDY PROGRAMME

Students who would like to be picked up from the train station upon their arrival in Göttingen may take advantage of our exchange buddy service. Just fill out the application form and send it to us 4 weeks before your arrival. Please apply via www.uni-goettingen.de/exchange-buddy.

APPLY FOR THE STUDY BUDDY PROGRAMME

Students who would like to receive help and support during the orientation period and their stay in Göttingen can apply for the study buddy programme. German and international students from the same subject area work together as study buddies to support each other with daily life at the university and beyond. Please apply via www.uni-goettingen.de/studybuddy.

PACKING YOUR LUGGAGE

Clothing and climate

Göttingen has a moderate climate. However, the weather has become more changeable during the past few years. Depending on the year, summers can either be very hot and sunny or cool and rainy. In the summer the average temperature is about 20°C, although sometimes it reaches as high as 30°C. Winters can be snowy and cold or mild and rainy. In general, in winter we often have temperatures below zero. Bringing a warm coat and boots is imperative in order to feel comfortable during the winter season. You can, of course, buy these items here; just make sure that you plan this in your budget.



STUDYING IN GÖTTINGEN AS AN EXCHANGE STUDENT

EXCHANGE STUDENTS

If your home university has an established co-operation with the University of Göttingen, you can study in Göttingen as an Erasmus or partnership student. For that, first of all you have to apply for the exchange programme at your home university. If you are accepted, you will be then officially nominated by your home university and your data will be sent to Göttingen. In order to be accepted in Göttingen, you have to prepare a learning agreement, where your prospective study programme is agreed upon. Please get in contact with the international coordinator of the respective faculty/programme in Göttingen.

NOTIFICATION OF ADMISSION

After you have been nominated as an exchange student by your home university, and accepted by the respective faculty/programme in Göttingen, you will receive a welcome package with a detailed description of all further steps and procedures, including a data sheet with important dates and the exchange buddy service application form. Students from non-EU countries will also get a letter of admission and an invitation, which are necessary for your visa application.

DEADLINES

The registration deadline for the summer term is December, 1st; for the winter term it is June, 1st. You should register and send us all the required application forms by then.

For more detailed information about all the steps, please refer to www.uni-goettingen.de/exchange-students.

ACCOMMODATION

If you would like to apply for the rooms allocated by the Accommodation Service of the International Office in Göttingen, you will have to fill in an extra form providing us with details of your stay. This application form has to be returned to the Accommodation Service via email or post within the stated deadline. www.uni-goettingen.de/accommodation-service



DOCUMENTS TO BRING ALONG TO GÖTTINGEN:

- Student identification card or a confirmation from your home university that you are participating in the ERASMUS/partnership programme
- Proof of valid health insurance (non-EU citizens only)
- Valid visa (non-EU citizens only)
- Valid passport
- Sufficient funding

HOW TO GET TO GÖTTINGEN

BY PLANE AND TRAIN

There are two airports close to Göttingen.

The nearest is Hannover Airport (www.hannover-airport.de). From there you take a 'S-Bahn' train to Hannover main station (Hauptbahnhof), where you can transfer either to express trains (ICEs) or to regional trains (Metronom) to Göttingen. If you travel by express train then the whole trip takes just over an hour and costs 38 Euros. If you travel by regional train then the journey time to Göttingen is around two hours and the price is 25 Euros.

The most frequently used airport when travelling to Göttingen is Frankfurt International (www.frankfurt-airport.de). There are either direct express trains to Göttingen from Frankfurt airport, or you can transfer at Frankfurt main station (Hauptbahnhof). The journey to Göttingen takes approximately two hours and the ticket price is 66 Euros. Regional trains are also an option. If you travel by regional train then it takes about 4 hours and the price is 42 Euros.

HOW TO REACH YOUR ACCOMMODATION

When you arrive at Göttingen main station (Hauptbahnhof) you have different options available if your accommodation is not in walking distance:

- Take a bus. Please check www.fahrplaner.de
- Take a cab (Taxi)
- Use the exchange buddy pick-up service (see page 21).

BY TRAIN

Most express trains on the north-south route stop in Göttingen. Please contact your local travel agent or check and book directly via www.bahn.de/international/view/en

BY BUS

All long distance buses going via Göttingen stop at Göttingen main station (ZOB). Check and book directly via www.checkmybus.de

BY CAR

Göttingen is located directly off the Autobahn A7, a major north-south motorway in Germany. Since there are two exits for Göttingen, please check a route planner.



3 FIRST STEPS IN GÖTTINGEN



A number of practical matters will need to be arranged during the first days of your stay in Göttingen. This chapter will guide you through the most important steps.

YOU MADE IT! WELCOME TO GÖTTINGEN!

After you have arrived, there are several important things you need to do. Please follow the next steps and take care of them immediately after your arrival to ensure that you can start and pursue your studies successfully:

- Get health insurance (if necessary)
- Register at the Residents' Registration Office
- Open a German bank account
- Pay the semester fees
- Enrol at the university
- Obtain your student ID card
- Apply for a residence permit at the Foreigners' Registration Office (if necessary)
- Register for a German course at the university (optional)
- Get a bicycle (optional)
- Keep calm: the first steps are always the hardest 😊

INTRODUCTORY WEEK

Every semester the Incoming Office organises an Introductory Week for international students, which consists of several events. It will help you get to know the University and the city of Göttingen better. A team of student tutors will show you around the campus, the faculties as well as leisure facilities.



HEALTH INSURANCE

Those who come from outside the European Union have to apply for German health insurance within the first two weeks of their stay in Germany. Health insurance is mandatory by federal law for all students. You will need proof of health insurance in order to enrol at the university and obtain your residence permit.

There are two types of health insurance in Germany: statutory health insurance (gesetzliche Krankenversicherung) and private health insurance (private Krankenversicherung). For statutory health insurance the terms of contract, monthly contributions and the scope of benefits are regulated by federal law. Students are insured at a favourable student rate, which at the moment is approximately 80 Euros per month.

The terms and conditions for private health insurance vary from provider to provider.

We recommend that degree students sign a contract with a German statutory health insurance. However, students older than 30 years of age cannot sign up for a statutory health insurance, but have to apply for coverage with a private insurer.

Please note that the student health insurance becomes valid only with the beginning of the semester (1st April or 1st October). Make sure that your travel health insurance is valid until then.



THIRD-PARTY LIABILITY INSURANCE

In Germany, it is common practice to have third-party liability insurance (private Haftpflichtversicherung) for any unintentional damages or accidents you may cause. Although this insurance is not compulsory, it is strongly recommended since it covers personal injury and damages to other people's property. Third-party liability insurance is held by the majority of the German population and costs around 6 - 10 Euros per month.

INFORMATION

Please note: Some private insurance companies will only accept students within a week of their arrival in Germany.

REGISTERING AT RESIDENTS' REGISTRATION OFFICE

Everyone who comes to Germany and plans to stay for more than three months has to register at the Residents' Registration Office (Einwohnermeldeamt) within a week of entering the country. There you will receive the Confirmation of Registration (Meldebestätigung). Take good care of it since you will need this proof of registration if you wish to extend your visa, open a bank account or get a mobile phone contract.

In order to register, you will need to present your passport and your Göttingen address. To avoid having to wait for a long time until you are seen, we advise you to go there early in the morning.

If you move to a new house during your stay in Göttingen, you have to notify the Residents' Registration Office of your change of address. When you leave Germany you must cancel your registration at the Residents' Registration Office.

RELIGIOUS FAITH

One of the questions on the registration form refers to your religious faith. The reason for this is that, in Germany, religious communities are entitled to use the services of the Tax Office to collect "Church Tax" and the Residents' Registration Office will transmit your tax-related data to the tax authorities. In Göttingen you can declare tax-relevant membership to the Roman Catholic, the Lutheran or the Reformed Presbyterian Church. Any other religious faith will not affect your registration and taxation.

Address:
Einwohnermeldeamt, Hiroshima Platz 1
(inside the Neues Rathaus)

OPENING A GERMAN BANK ACCOUNT

In Germany, cash payments are still very common in everyday life. However, many of your regular payments, such as rent, are automatically deducted from a German bank account by direct debit. Note: Large stores, hotels, and restaurants accept international credit and debit cards. Smaller shops, however, might only accept cash or German debit cards (EC-Karte/electronic cash cards).

It is therefore important to have a current account (Girokonto) with a German bank. This is an account from which and to which money

can be transferred – nationally and internationally. You will also receive a German debit card (EC-Karte) for cashless payments and cash withdrawals from ATMs or cash points.

Most banks will allow you to open a student account if you provide them with your student documentation. Student bank accounts are not subject to any monthly handling fees in most of the banks.

Prior to your departure from Germany, do not forget to close your German bank account.

IN ORDER TO OPEN A BANK ACCOUNT YOU WILL NEED THE FOLLOWING DOCUMENTS:

- Passport
- Confirmation of registration



PAYING THE SEMESTER FEES

All students have to pay semester fees of approximately 336,95 Euros per semester.

Make sure that you meet the payment deadline for the fees as indicated in your admission letter. Fees have to be paid via bank transfer. For more information, please refer to www.uni-goettingen.de/fee. Don't forget to state your name and application number on the bank transfer form. You will find your application number on the admission letter. If not, please get in touch with your contact person in Göttingen.

Please note that exemptions apply for exchange students from particular programmes and for students within certain German funded scholarship programmes.

ENROLMENT AT THE UNIVERSITY

The enrolment at the University of Göttingen is done electronically. All the necessary documents have to be uploaded to an online portal.

At the end of the application process, you will receive detailed information regarding the enrolment procedures either as an attachment to your letter of acceptance or through a download portal. There, you will also find links to the corresponding online portals and necessary documents.

SEMESTER TICKET

The semester fees cover a Semester ticket, which includes a train ticket, a bus ticket and a culture ticket for all the students.

The train ticket allows you to use local trains within the federal state of Lower Saxony and surrounding areas free of charge. The bus ticket allows you to travel for free with the city buses in Göttingen, and to Bovenden and Rosdorf. With the culture ticket, you receive drastically reduced or even free entrance to cultural events, such as theatres or museums, as well as music events in clubs or cultural centres. Please refer to www.uni-goettingen.de/semester-ticket for more information about the semester ticket.

INFORMATION

Do you have any questions concerning the enrolment procedures? Please feel free to contact the International Student Services! You will find their contact details on page 9.

Please note that there are different procedures for students coming from EU and non-EU countries, as well as for international exchange students and foreign students with a German higher education entrance qualification (Bildungsinländer).

Please pay your semester fees to the University of Göttingen and upload a verification document to the upload portal. Your enrolment can only be processed, when all semester fees are received. Please do not forget to include your name and application number (or registration number) in the bank transfer details.

After you have paid the fees and uploaded all relevant documents, you will receive a provisional certificate of enrolment (Leporello) via email. This email will also include your provisional student identity card in pdf form, as well as information about your chip card and self-service functions via eCampus.

OBTAINING YOUR STUDENT ID CARD

After enrollment every student of the university receives his/her own student card in the form of a chip card. At the same time, you will receive your access data for the eCampus portal, where you will find online facilities for organising your studies, such as the FlexNow examination management system, the Stud.IP

learning management platform, your student email account and the self-service functions which you can use to re-register for the next semester, print out enrolment certificates or edit your contact data. For more information about these services, please refer to page 38.



THE STUDENT CARD ITSELF FULFILS A GREAT VARIETY OF FUNCTIONS APART FROM JUST BEING A MEANS OF IDENTIFICATION. YOUR STUDENT CARD:

- Provides proof of student status
- Acts as a library card for SUB
- Enables you to access FlexNow (online examination services)
- Acts as a ticket for regional trains and a ticket for cultural events
- Enables you to access to the student sports facilities
- Allows you to pay in the cafeterias and canteens

In order to get your student card, you have to go to the chip card office located in the Central Lecture Hall Building (Zentrales Hörsaalgebäude; ZHG) between the lecture halls ZHG 010 and ZHG 011. The chip card issue office is open from 10.00 a.m. to 5.00 p.m. from Monday to Friday.

You will need your matriculation number and a valid photo identification document (ID card or passport) in order to have the student card issued.

First of all, you must have a photo taken at one of the terminals provided for this purpose. Use your matriculation number to log in on the terminal and save the photo.

You can subsequently collect your finished student card from the chip card issue office and use all functions of the chip card immediately.



APPLYING FOR RESIDENCE PERMIT

If you are a student who needs a visa to enter Germany, and you intend to stay in Germany longer than three months, you have to apply for a temporary residence permit within three months of entering Germany. You can do this at the Foreigners' Office.

The first step here is to ask for an appointment. Please contact the Foreigner's Office either by phone or by email in order to arrange an appointment.

Contact:
auslaenderstelle@goettingen.de
(+49) 551 - 400 2508



IMPORTANT

Please note that the Foreigner's Office will only accept applications if you have **made an appointment in advance**, and that processing applications can take several weeks. So do make an appointment as soon as possible, and enquire about the documents that you have to bring with you.

NORMALLY YOU ARE REQUIRED TO BRING THE FOLLOWING DOCUMENTS WITH YOU:

- The Confirmation of Registration (Meldebestätigung) from the Residents' Registration Office (Einwohnermeldeamt)
- A copy of your rental contract
- The admission letter from the University of Göttingen
- A copy of your proof of adequate health insurance
- Proof of sufficient financial funding
- A valid passport and copies of the first page and the visa, copy of entry stamp
- One biometric passport photo
- A completed residence permit application form requesting a residence permit to be issued
- Cash or a debit card in order to pay the fees

REGISTERING FOR A GERMAN COURSE AT THE UNIVERSITY

The University of Göttingen offers all students the opportunity to attend German courses of the university on a free of charge basis. Courses of all levels are offered. In order to register for one of the courses, you have to take a placement test. The test will indicate which courses are suitable for you.

An online placement test has to be taken before the start of the semester in the Mediothek of the ZESS – Language Teaching Centre (Goßlerstraße 10). The test lasts 30 minutes and can be done from Monday to Thursday from 10 a.m. to 4 p.m. and on Friday from 10 a.m. to 12.00 p.m. Here you will find more detailed information about the placement tests: www.uni-goettingen.de/placement-test.

You can apply for the course of your level via StudIP after the start of the semester.



Students with no knowledge of German do not need to take a placement test. Simply please register directly via StudIP for an A 1.1 (Grundstufe 1) course.

GETTING A BICYCLE

As you will notice very soon, almost everyone in Göttingen seems to own a bike. Since this is the cheapest, most convenient and an environmentally friendly way of transportation, it is certainly a good idea to buy one. You can reach almost every place in Göttingen within a 15 minute bike ride.

An inexpensive new bike costs at least 150-200 Euros. Cheap offers for used bikes range from 30 to 80 Euros and are advertised on several university notice boards or on the online market. For more information, please refer to www.uni-goettingen.de/bicycle, where you will find all the information you need regarding bikes, including cycling rules.



4 STUDYING AT THE UNIVERSITY OF GÖTTINGEN



The first steps are always the hardest – even at a university. In this chapter you will find information about the way the studies in Göttingen are organised, as well as an overview of the services and infrastructure of the university.

ORIENTATION DAYS AT THE FACULTIES

Separate Orientation Days (abbreviation: O-Phase) are held at every faculty, and they are organised by students of that faculty. Like the Introduction Days of the International Office, the O-Phase is usually held before the courses begin. In order to take part, it is advisable to arrive in Göttingen before your courses start, since the O-Phase is something you should not miss when starting your first semester.

The O-Phase will provide you with first-hand information about your subject, the university and life in Göttingen. The fun side is certainly not neglected since first-semester parties and tours of the local pubs are just as much a part of the O-Phase as understanding the examination regulations. You will find detailed information about the times and programmes of your O-Phase on the website of your programme/faculty.

HOW ARE YOUR STUDIES ORGANISED?

ACADEMIC CALENDAR

The academic year is divided into winter and summer term, with each period lasting six months. During these terms there are periods when lectures are held, and periods when examinations are taken, as well as breaks and public holidays. Courses usually run over 14 weeks, followed by a two-week examination period. Students are expected to use the time between these periods for independent studies. Many students, however, also take on jobs, complete internships or travel abroad during semester breaks.

SUMMER SEMESTER 2018:

- **Beginning of semester:**
1st April, 2018
- **End of semester:**
30th September, 2018
- **Period of lectures:**
9th April, 2018 – 13th July, 2018

INTRODUCTION DAYS FOR FOREIGN STUDENTS

At the beginning of each semester, the International Office of the university hosts Introduction Days for international students. Participation is strongly recommended.

A team of student tutors will show you around the campus, the faculties, and the leisure facilities. Furthermore, there is a pub evening and other events which are both interesting and fun. This is a great opportunity for you to get to know the city of Göttingen and the university, to become familiar with your “new home”, and to meet fellow international students!

WINTER SEMESTER 2018/2019:

- **Beginning of semester:**
1st October, 2018
- **End of semester:**
31st March, 2019
- **Period of lectures:**
15th October, 2018 – 1st February, 2019

SUMMER SEMESTER 2019:

- **Beginning of semester:**
1st April, 2019
- **End of semester:**
30th September, 2019
- **Period of lectures:**
15th April, 2019 – 19th July, 2019

PUBLIC HOLIDAYS IN LOWER SAXONY

	2018	2019
New Year's Day (Neujahr)	1st January	1st January
Good Friday (Karfreitag)	30th March	19th April
Easter Monday (Ostermontag)	2nd April	22nd April
Labour Day (Tag der Arbeit)	1st May	1st May
Ascension Day (Christi Himmelfahrt)	10th May	30th May
Pentecost Sunday (Pfingstsonntag)	20th May	09th June
Pentecost Monday (Pfingstmontag)	21th May	10th June
German Unity Day (Tag der deutschen Einheit)	3rd October	3rd October
1st Christmas Day (1. Weihnachtstag)	25th December	25th December
2nd Christmas Day (2. Weihnachtstag)	26th December	26th December



COURSE OF STUDY

Your studies are divided into modules, which are study units that consist of thematically-related courses. Modules normally consist of several courses of different type during the lecture period (e.g. lectures and seminars). Each module involves a workload of two to ten hours per week. The workload needed to successfully complete a module is measured in credit points, according to the European Credit Transfer and Accumulation System (ECTS). Students receive credits for modules that they have successfully completed.

Some modules are offered as block courses.

CREDITS AND GRADES: MEASURING YOUR ACHIEVEMENTS

Most study programmes at the University of Göttingen are structured in modules and the corresponding ECTS-Credit Points. This system provides a way of measuring the students' workload, comparing learning outcomes, and transferring it to other institutions and countries. The number of credits you can achieve per class and module is given in the directory of modules of each course. 1 ECTS = 30 hours of workload. As a rule, students need to complete 180 credits to graduate with a Bachelor's degree, and 120 credits for a Master's degree. In addition to receiving ECTS, the student's performance is also graded. Lecturers evaluate the quality of a student's work by giving grades (1 to 5). Grade "1" is the best, whilst "5" corresponds to "fail". In a few cases, e.g. language courses, capital letters (A to F) are used instead of numbered grades. In this case, "A" represents an excellent and "E" a sufficient, but not really satisfactory, performance. If you receive the grade "F", then it means that you have failed the class.

TYPES OF COURSES

The University of Göttingen offers different types of courses. Each of these courses focuses on different skills and has a particular approach to learning and to disseminating information.

Lectures (Vorlesungen)

In lectures, university professors generally speak on a specific topic. They provide a comprehensive overview on, or an in-depth knowledge of, one topic. Upfront teaching is the most common teaching style. Students receive credits for attending lectures and often have to present what they have learned in written exams at the end of the semester.

Seminars (Seminare)

Seminars are an interactive form of learning and require active student participation. Usually, oral presentations and/or papers are provided by students and followed by a discussion with peers and a review by the lecturer.

Students earn credits if they present a paper, hand in assignments, and/or pass a written exam. To ensure that you can attend a certain seminar, you might have to sign up prior to the beginning of the lecture period since the number of students per seminar is limited. Please ask the academic advisor of your programme for the procedure of registration in your subject.

Tutorials (Tutorien)

Tutorials are headed by advanced students (tutors) and deepen the knowledge taught in lectures and seminars. The groups in tutorials are often small and the atmosphere is personal.

Problem Sessions (Übungen)

Problem sessions are held by university teachers, lecturers or research assistants and have a similar approach to tutorials. They are common in the natural sciences.

Colloquium (Kolloquium)

In colloquia, students present their current scientific research (e.g. Bachelor's, Master's, or doctoral thesis) and discuss it with their peers and interested scholars.

STUDY REGULATIONS

Each of the academic subjects has its own set of rules, which you can find in the study regulations (Studienordnung). They are published online in the A to Z List which is available here: www.uni-goettingen.de/subjects



Excursions and field trips (Exkursionen)

Excursions are trips organised by a group of students which are made for educational purposes. They are often an adjunct to a longer journey or visit to a place, e.g. to observe natural or geographical phenomena or features. Short excursions are called field trips.

Laboratory work (Laborpraktikum)

Particularly in the natural sciences, students work in laboratories, applying appropriate procedures and using the necessary equipment. In this way, they learn how to conduct scientific practices (e.g. analyse chemical substances or use tests).

Online teaching modules

Online teaching, also called E-learning, is a type of course in which web-based or online-education plays a major role. It might, however, also involve face-to-face interaction. Often, students take lectures or seminars via the Internet and contribute to this class through blogs, emails and chats.

EXAMINATIONS

Examinations are usually taken within the first two weeks after the last day of lectures. Failed exams can be retaken at a later date. At the University of Göttingen, failed examinations can be repeated twice. Bachelor's and Master's thesis that are graded or qualify as "non-sufficient" may only be repeated once.

The framework and details of a particular assessment as well as examination types are introduced and explained by the responsible lecturer at the beginning of the semester.



TYPES OF EXAMINATIONS

Oral exams

During an oral exam, an examiner asks you questions in spoken form. Students have to answer the question in such a way as to demonstrate sufficient knowledge of the subject in order to pass the exam. Oral exams can range from a straightforward question and answer format, to more problem-based, or hypothetical scenarios which may evaluate not only academic knowledge but also your interpersonal communication, diagnostic and/or creative abilities.

Written exams

Exams frequently last between 30 minutes and several hours, and are intended to test a student's ability to recall, assimilate and apply the knowledge gained from a seminar or lecture course. Many examiners will test the students by requiring a mixture of both short and long answers, and/or multiple-choice questions.

Giving a presentation / Presenting a paper

During oral or written presentations, students present reports on a project or particular topic and summarise scientific publications. They often evaluate other scholars' approaches and classify them according to state-of-the-art knowledge in a particular field. The correctness and appropriateness of content, structure, and style are assessed, as well as the way in which a discussion is led following a presentation.

Project work

Project work is a way of introducing real and practical problems as well as independent study to education. Two or more students collaborate and identify a problem or question they wish to solve or explore. The workload is then shared in the group and carried out independently. The outcome, however, is the result of the collaboration and presented as a project report and/or a paper.



Cheating

The Rules and Regulations for studying at the University of Göttingen (Allgemeine Prüfungsordnung/APO) state that if a student attempts to influence examination results to his/her own, or somebody else's, advantage through deception or by using material that is not permitted, then the relevant examination results are considered "not satisfactory" (5.0) or as a "fail", respectively.

PLAGIARISM

Plagiarism is regarded as a crime and both staff and students are responsible for preventing plagiarism. The standards of scientific practice include using citations, references and acknowledgements. These standards are not met by copying someone else's work without indicating the source. The University of Göttingen is committed to assisting staff and students in maintaining high standards of academic integrity, and to minimising the possibility of students submitting plagiarised material.

ONLINE SERVICES

Lots of information and services related to your studies are available online. Search facilities for lectures, registration for examinations, and the printing of study-related certificates, for

example, can be easily accessed from your own computer around the clock. Many seminars are also supplemented by material available online.

eCAMPUS STUDENT PORTAL

eCampus (electronic campus) is a portal for students in Göttingen and the central access point for online services relevant to studying. Logging on to the eCampus portal automatically triggers a login onto the systems, so that most services (self-service functions; FlexNow; Stud.IP; UniVZ and email account) can be used immediately. To access eCampus, please use the following link: www.ecampus.uni-goettingen.de

UNIVZ

UniVZ, the course and people's directory, answers the following questions:

- What courses are offered?
- Who teaches the class?
- Where and when is the class being held?



STUD.IP

Stud.IP is an Open Source Learning Management System that helps you to manage and participate in your classes. Stud.IP also documents courses available in the current course catalogue (exception: University Medical Center). Through this platform you can download and share learning material, discuss course contents, or create your own content.

To be able to make use of Stud.IP's full set of features, you have to register and login to the system. For this purpose, the university provides a username and password for each student. This username and password is the same one you use for your student email-account or when you register for examinations through FlexNow. For more information on Stud.IP see: www.studip.uni-goettingen.de

ACCESS TO YOUR EMAIL ACCOUNT

To log on to your email account, go to <http://webmail.uni-goettingen.de>. Type in "ug-student\" directly followed by your username, e.g. "ug-student\firstname.lastname". Then type in your StudIT-password (not the library password) and press ok.



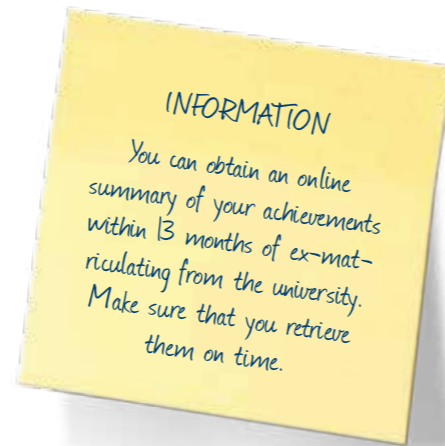
IMPORTANT

Your university email account will be the **ONLY** account to which the university will send emails and notifications once it is created. You will receive updates on your classes, notices in case the lecturer is ill, messages related to the payment of your tuition fees, or messages from the examination office. It is therefore **ESSENTIAL** that you check your university emails **REGULARLY**, or have them forwarded to a **WORKING** private account.

FLEXNOW EXAM MANAGEMENT

FlexNow is used to administer exam assessments for all Bachelor and Master degree courses. It allows you to register up to seven days prior to the exam date and cancel your registration 24 hours before your exam, view your grades and credits, and to create a summary (PDF file) of your attainments to date.

You can register for your exams online from wherever you are, without visiting the examination office. Confirmation of your registration is sent to you by email. Also, you receive an email as soon as the exam results are released by the examination office. Please refer to this page www.uni-goettingen.de/en/45582.html for further information.



UNIVERSITY EMAIL ACCOUNT

Each student of the University of Göttingen receives free access to the Internet and a free email account together with the student ID card. This account is created automatically, usually using the student's first and last name.

The password is identical to your password for self-service functions and the examination services FlexNow.



UNIVERSITY INFRASTRUCTURE

GÖTTINGEN STATE AND UNIVERSITY LIBRARY

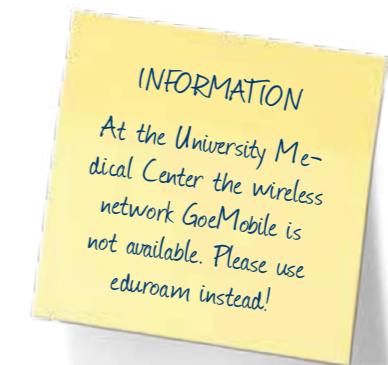
Göttingen State and University Library (SUB Göttingen) is one of the five largest libraries in Germany. It is accessible free of charge to all students and academics and offers a broad range of services for study and research purposes.

The library has nine locations: mostly you will use the Central Library on the University Central Campus. Open Monday to Friday from 7 a.m. to 1 a.m. and Saturday and Sunday from 9 a.m. to 10 p.m., the Central Library offers you all the services of a modern academic library within 22,000 square metres. The historical building, where Goethe and the brothers Grimm once worked, houses the library's historical collections and is used as an exhibition and lecture venue. In addition, seven divisional libraries offer you access to subject-specific literature and information.

INTERNET ACCESS

Your username and password allow you to login on any university computer, and also to use high speed wireless connection via GoeMobile and Eduroam with your own laptop or smartphone on campus.

In order to access the Internet via GoeMobile, all you need is a studIT account. After connecting to the network, you will be led directly to the portal page of GoeMobile for authentication. You then have to give your student email address as your username in the first field, the password of your student account in the second field, and tick the box asking you to accept the terms of use.



DIVISIONAL LIBRARIES:

The following eight divisional libraries offer you a wider selection of subject-specific books, as well as a wide range of working facilities:

- **Chemistry Divisional Library** (Tammannstrasse 4)
- **Cultural Studies Divisional Library** (Heinrich-Düker-Weg 14)
- **Economics and Social Sciences Divisional Library** (Platz der Göttinger Sieben 3)
- **Forestry Divisional Library** (Büsgenweg 5)
- **Medical Library** (Robert-Koch-Str. 40)
- **Physics Divisional Library** (Friedrich-Hund-Platz 1)
- **Waldweg Library – Pedagogy, Philosophy, Psychology, and Sports Sciences** (Waldweg 26)

In addition to the Göttingen State and University Library, the university has over 100 specialised academic libraries throughout the university's institutes, faculties and seminars. Please refer to the faculties' webpages for more information.

LEARNING AND STUDY BUILDING (LSG)

The Learning and Study Building is a part of Göttingen's State and University Library and it offers you around 650 study places for individual undisturbed reading, as well as for various forms of group activities. In addition, there is a lecture hall, a room with individual cubicles, a family area which offers child care free of charge on Saturdays, recreation and lounge areas, and open working spaces. You can book these individual and group study rooms through eCampus.

www.uni-goettingen.de/lsg



RELAXATION AREA IN THE VG BUILDING

If you need a break from learning, you can make yourself comfortable in the relaxation area that you will find in the basement of the Verfügungsgebäude at the Central Campus (VG; Platz der Göttinger Sieben 7). The relaxation area is a big open room which gives you everything you need in order to temporarily switch off from your studies.

Computer and IT services

In cooperation with StudIT and the GWDG, the Learning Resources Centre in the Central Library offers you a wide array of IT services. You can use the equipment provided for printing, scanning, editing files and holding video conferences. The Centre's staff are happy to give you advice and technical support. The Learning Resources Centre is open from 7 a.m. to 10 p.m. on working days and from 9 a.m. to 10 p.m. at the weekend.

Individual and group study spaces

All the libraries also offer individual and group study spaces; many of them provide technical equipment and guarantee a silent atmosphere in which to work.

Library card

No registration is necessary to use the library resources and services on site in the library. However, you will need a library card to order items from the stocks, to check them out at the self-issue terminals, and to reserve items currently on loan. Your library account enables you to view and renew your loans and manage your reservations.

Your Göttingen student card is also your library card. Your library card number is given on the back of your student ID chip card ("0007"+matriculation number, e.g. 00071234567). Your initial password will be assigned to you upon matriculation.

The library also offers orientation tours for new users. For more information, please refer to the library website www.sub.uni-goettingen.de.

ZESS - LANGUAGE TEACHING CENTRE

The central contact point for students interested in learning languages is the Language Teaching Centre (ZESS). A number of languages are offered on a free of charge basis, namely Arabic, Chinese, English, Finnish, French, German, Italian, Japanese, Norwegian, Portuguese, Russian, Spanish, Swedish and Turkish. Please note that you have to take a placement test in order to be able to register for a course. This can be done via Flexnow.

Classes normally start in the same week that the lectures start. The list of courses which are offered in a particular semester, as well as starting dates and other information, can be found in the UniVZ. In order to access information about language courses, please go to Vorlesungsverzeichnis - Zentrale und gemeinsame Einrichtungen - Zentrale Einrichtung für Sprachen und Schlüsselqualifikationen - Fremdsprachen.

More information about the courses (to date in German) can be found at www.uni-goettingen.de/de/423445.html

ORDERING BOOKS

Did you know that you can order books, journals, etc. from other libraries to be delivered to Göttingen? Göttingen State and University Library offers an inter-library loan and delivery service for numerous books, journals and documents which are located in other libraries in Germany or worldwide. Just ask the library staff for more information during your visit or check their website www.sub.uni-goettingen.de.



ZESS INTENSIVE COURSES

If you want to use the semester break to learn a new language or to improve your already existent language skills, don't miss the chance to join one of the intensive courses held by ZESS. Registration has to be done via FlexNow as well.

International Writing Centre

To write an academic text means more than simply putting your thoughts down into writing. Many requirements must be fulfilled when writing an academic assignment. The International Writing Centre offers writing peer tutoring in English to students from all faculties. Both native and non-native speakers are welcome.

LONG NIGHTS OF POSTPONED TERM PAPERS

Since 2011, the International Writing Centre organises "Long nights of postponed term papers" (Lange Nacht der aufgeschobenen Hausarbeiten), where all the students who have unfinished term papers/assignments receive support (writing and brain-storming tips, workshops) from the Centre's staff. Find more information (in German) here:

www.schreibzentrum.uni-goettingen.de

UNIVERSITY CANTEENS



The cafeterias or canteens (Mensa) are among one of the most important university facilities. Here you can meet friends, have a bite to eat, or read a book over a cup of coffee between lectures.

CANTEEN ADDRESSES

- **Zentralmensa**
Platz der Göttinger Sieben 4
- **Mensa am Turm**
Goßlerstraße 12 b
- **Nordmensa**
Grisebachstraße 10
- **Mensa Italia**
Rödererstraße 15 a
- **Kantine MPI**
Am Faßberg 11
- **Mensa im Klinikum**
Robert-Koch-Str. 40

You can check the menu of the day in the canteen of your choice online (www.studentenwerk-goettingen.de/speiseplan.html) or by using a canteen app (Mensaplan GÖ).

MEALS AT THE UNIVERSITY CANTEENS (BASED ON 2014 PRICES)

Soup (Eintopf)	1,60 €
Menu 1	2,50 €
Menu 2	2,75 €
Vegetarian	2,45 €
Vegan	2,45 €

All students can use their student card for cashless payments in canteens and cafeterias. The card can be (re)charged at a chip card top-up terminal either by paying cash or by direct debit (EC-Card). The top-up terminals can be found in every canteen.



CAFETERIAS

There are a lot of cafeterias throughout the university's institutes. They all offer coffee, tea, water and snacks at reasonable prices. In some of them you can also find warm meals.

- **Café Central** The building of the Zentralmensa, Platz der Göttinger Sieben 5
- **Café Campus** Platz der Göttinger Sieben 5
- **Cafeteria SUB** Library building, Platz der Göttinger Sieben 1
- **Bistro am Turm** The Mensa am Turm building, Goßlerstraße 12
- **CaPhy (Physics)** Friedrich-Hund-Platz 1
- **Cafeteria HAWK** Büsgenweg 1a
- **Coffeebar ins Grüne (Nordmensa)** Grisebachstraße 10

AUTONOMICUM

There is a self-managed café and recreation room located at the central campus - Autonomicum. Apart from coffee machines and tea, here you can also find an info-corner with flyers and brochures, a play corner for kids, a bookshelf, a fridge, as well as a computer to access your university account. It is funded through a donation box. You will find the Autonomicum on the ground floor of the Blauer Turm.

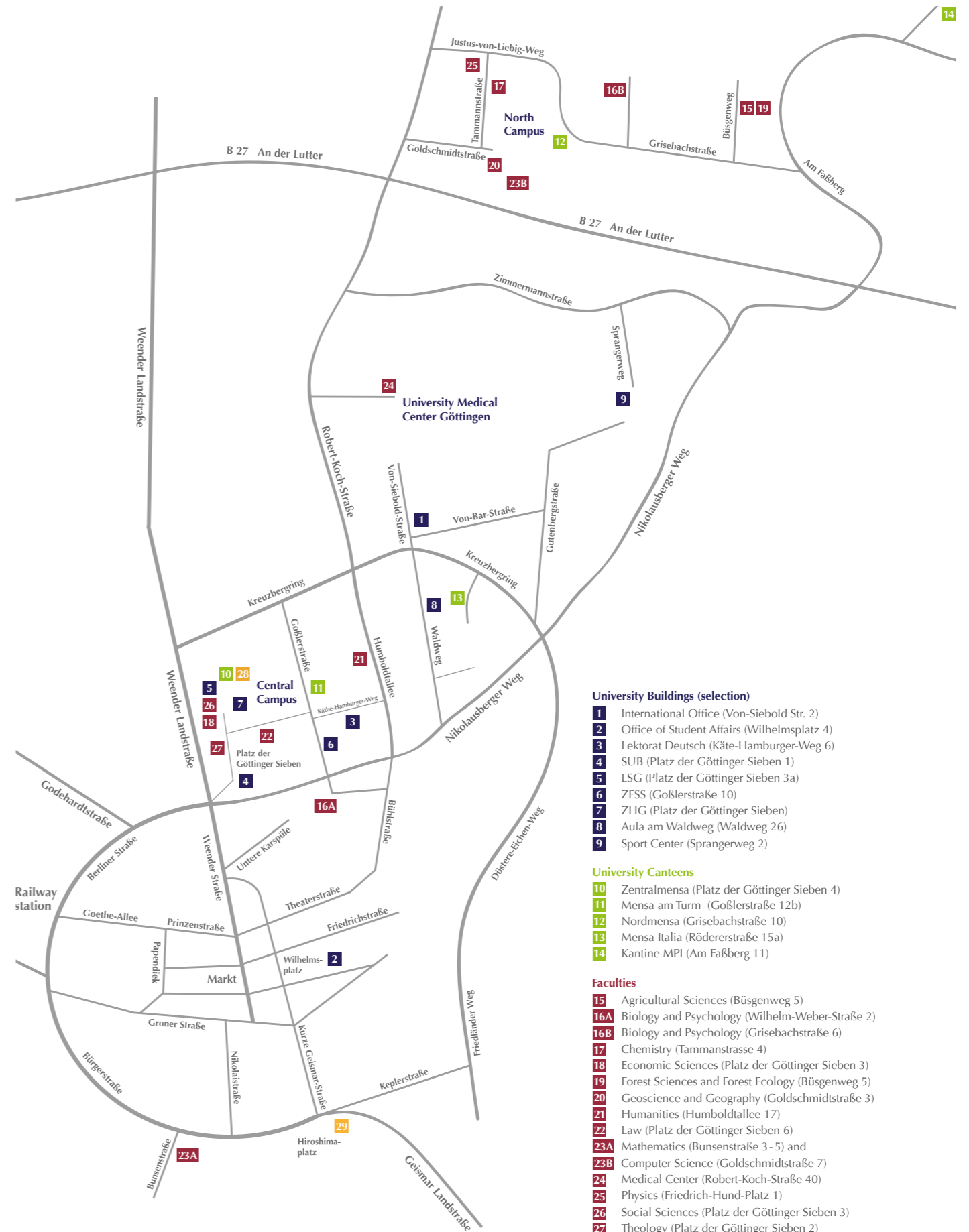




SPORTS

Sport is an important part of student life at the University of Göttingen. The University Sports Centre (HochschulSport Göttingen) offers more than 80 different types of sport, so there really is something for everyone! Among the sports facilities are an indoor swimming pool with saunas, a large fitness centre, excellent climbing walls and more than 8 different gyms. Sports halls and sports equipment can be hired. Here you will find the list of all the

different types of sports on offer: www.hochschul-sport.uni-goettingen.de/cms/sportarten.html. The Sports Centre is situated within a ten minute bicycle ride from either the North Campus or the city centre. The sports centre is open seven days a week. In order to use the facilities, you have to become a member and pay a monthly membership fee of 2 Euros. For more information, please refer to: www.hochschul-sport.uni-goettingen.de



University Buildings (selection)

- 1 International Office (Von-Siebold Str. 2)
- 2 Office of Student Affairs (Wilhelmsplatz 4)
- 3 Lektorat Deutsch (Käte-Hamburger-Weg 6)
- 4 SUB (Platz der Göttinger Sieben 1)
- 5 LSG (Platz der Göttinger Sieben 3a)
- 6 ZESS (Goßlerstraße 10)
- 7 ZHG (Platz der Göttinger Sieben)
- 8 Aula am Waldweg (Waldweg 26)
- 9 Sport Center (Sprangerweg 2)

University Canteens

- 10 Zentralmensa (Platz der Göttinger Sieben 4)
- 11 Mensa am Turm (Goßlerstraße 12b)
- 12 Nordmensa (Grisebachstraße 10)
- 13 Mensa Italia (Rödererstraße 15a)
- 14 Kantine MPI (Am Faßberg 11)

Faculties

- 15 Agricultural Sciences (Büsgenweg 5)
- 16A Biology and Psychology (Wilhelm-Weber-Straße 2)
- 16B Biology and Psychology (Grisebachstraße 6)
- 17 Chemistry (Tammanstrasse 4)
- 18 Economic Sciences (Platz der Göttinger Sieben 3)
- 19 Forest Sciences and Forest Ecology (Büsgenweg 5)
- 20 Geoscience and Geography (Goldschmidtstraße 3)
- 21 Humanities (Humboldtallee 17)
- 22 Law (Platz der Göttinger Sieben 6)
- 23A Mathematics (Bunsenstrasse 3-5) and
- 23B Computer Science (Goldschmidtstraße 7)
- 24 Medical Center (Robert-Koch-Straße 40)
- 25 Physics (Friedrich-Hund-Platz 1)
- 26 Social Sciences (Platz der Göttinger Sieben 3)
- 27 Theology (Platz der Göttinger Sieben 2)

Further Facilities

- 28 Studentenwerk (Platz der Göttinger Sieben 4)
- 29 Foreigners' Registration Office (Hiroshimaplatz 1-4)

BEING ACTIVE AND CREATIVE

For those of you who like to sing, dance, perform, create – Göttingen offers countless activities to indulge in your hobby.



DANCING

Whether it's tango, salsa, belly dancing, hip hop, Indian dance or any other dance – you are bound to find it in Göttingen! The Studentenwerk and the University Sports Centre offer a wide range of courses. The cultural centres KAZ and Musa have a number of courses as well.

www.studentenwerk-goettingen.de/kurse.html

www.hochschulsport.uni-goettingen.de/cms/sportarten.html

www.kaz-goettingen.de/tanz-und-musik

SINGING AND PLAYING INSTRUMENTS

If you are interested in joining a choir or playing an instrument in an orchestra, you can join the University Choir and Orchestra, which are open to all those who have experience in singing or playing instruments and classical music. Auditions are held at the beginning of the semesters at the Casa Musica (Herzberger Landstraße 2), where you are asked to perform a piece of your choice. Particular dates are announced online.

www.uni-goettingen.de/unichor;

www.uni-goettingen.de/uniorchester

UniCante, a Studentenwerk choir, is open to those who like singing and prefer modern songs to classics. UniCante's repertoire mostly consists of a-cappella arrangements of popular pop and rock songs. You can join them at the beginning of each winter semester.

www.unicante.org

Those who like playing jazz and funk are welcome to join the Studentenwerk's UniRoyal.

www.uniroyal-jazz.de

Those who want to go for Latin percussion, African drums or Spanish guitar, can join one of the KAZ cultural centre's workshops.

www.kaz-goettingen.de/tanz-und-musik

Have you ever heard of a concept of international singing? People from different countries teach each other songs from their home countries. Everyone is welcome to join:

www.kaz-goettingen.de/buhne-und-gesang

PERFORMING IN THEATRES

Most plays in the ThOP (Theater im OP) – the theatre in the former surgery lecture room – are produced and performed by students, and therefore it is a great opportunity to try performing out for yourself! Each semester, on the first Wednesday, upcoming plays are presented and you can join the ThOp team, either as an actor in one of the plays, or at the back stage. No experience is necessary: your enthusiasm is the only prerequisite!

Those who don't speak German can take part in an English Drama Group production. And those who prefer writing plays to performing have an opportunity to participate in a script contest (your play has to be written in German, though). www.thop.uni-goettingen.de



TAKING PHOTOGRAPHS

Do you like taking photos and want to learn more? It doesn't matter whether you already have experience in this field, or whether you are simply taking your first steps in the world of photography, you will find a suitable course for you. Studentenwerk offers photography courses for all levels. www.studentenwerk-goettingen.de/fotokurse.html

You can also consider joining FotoAG, which offers a platform for all those who love photography and want realise photo projects, try out new techniques and simply exchange ideas. <http://fotoag-goettingen.de/>

EXHIBITING YOUR PHOTOS OR PAINTINGS

If you would like to display your photography, graphic arts or paintings, Studentenwerk offers exhibition rooms and supports you in organisational matters. It can print out your pictures and provide you with free of charge 70cm x 100cm frames and passe-partouts.

www.studentenwerk-goettingen.de/kultur

POTTERY

All Göttingen students can try out pottery on a free of charge basis in the ceramic studio of the KAZ. You can do it every Tuesday from 10 a.m. to 12 p.m. and every Thursday from 7:30 p.m. to 9:30 p.m.; no appointment is needed, just drop by!

www.kaz-goettingen.de/kunst-und-gestaltung



INFORMATION

Do you have a culture-related project in mind and need support? Just contact the Studentenwerk's Cultural Office and they might provide non-monetary support for your project: www.studentenwerk-goettingen.de/kultur.

MEETING NEW PEOPLE

FOYER INTERNATIONAL

Foyer International, a cultural programme run by students, is a meeting place for students from all over the world. International cooking evenings, film nights, language workshops and much more are organised on a regular basis by

students. It is a great place to meet interesting people from all over the world who speak English, Spanish, French, German, Japanese, Italian and other languages!

www.uni-goettingen.de/foyer-international



JOIN US!

Do you plan to meet your study buddy for a coffee or tea? Or would you like to discuss different cultures, talk about university life and get to know new people? Join the InDiGU Network Coffee at the Mensa am Turm every Thursday starting from 1 pm. Of course you can also drink tea! :)

EXCURSIONS

The University's International Office also organises excursions to German cities of political, cultural and historical interest, as well as to other general tourist attractions. For more information, please check www.uni-goettingen.de/excursions.

CULTURAL CENTRES

Göttingen has three cultural centres in which dance, music, art, and theatre groups can rent a room for rehearsals and regular meetings. Many theatre and music performances, as well as theme-based festivals, take place in these centres.

www.musa.de

www.kaz-goettingen.de

www.stilbrvch.de

INTERNATIONAL COMMUNITIES

In Göttingen there are different national communities which bring together representatives of the respective countries, whether they are students, scientists or working professionals, and their families. These communities organise numerous social activities and offer support to those who are planning their stay in Göttingen.

Indian community
www.uni-goettingen.de/de/132691.html

Chinese community
www.uni-goettingen.de/en/305763.html

Indonesian community
www.ppi-goettingen.de

Mexican community
www.mexgoe.de, www.facebook.com/profile.php?id=100005676607028

Nepalese community
nepaleseingottingen.blogspot.com

COUNCIL OF INTERNATIONAL STUDENTS

The ASR (Ausländischer Studierendenrat) is elected every year and is the direct representation of all international students at the university. It raises/promotes all their concerns and is the contact point for any problems and queries you may have.

Contact:

Phone: +49 5513922374

Email: asr@asr.stud.uni-goettingen.de

Address: Goßlerstr. 16a EG



SPECIAL SERVICES

BARRIER-FREE STUDYING

Barrier-free access

Many of the new buildings on the central campus and in the northern part of the university are barrier-free and wheelchair-accessible. But some of the old buildings are accessible only by stairs and/or don't have any wheelchair space. For further information about the accessibility of the buildings, including rooms, elevators, stairs and additionally the routes from handicapped parking spaces and bus stops to the buildings, please refer to www.geodata.uni-goettingen.de/lageplan.

Barrier-free accommodation

The Studentenwerk Göttingen offers barrier-free accommodation in its student houses to students with disabilities. For more information, please refer to www.studentenwerk-goettingen.de/studieren_mit_behinderung.html.

DONT KNOW WHERE
TO ASK FOR HELP?

No matter what, you can
always contact the International
Office and they will try
to help or redirect you to the
right contact person!

Study assistance and technical aids

Sometimes students can better manage their course of studies with the help of study assistants and technical aids.

Study assistance

Study assistants support students with disabilities and/or chronic diseases in managing their everyday student life. This includes services such as taking notes during lectures and seminars, processing study literature for visually impaired/blind students, helping with the use of libraries, etc.

Technical aids

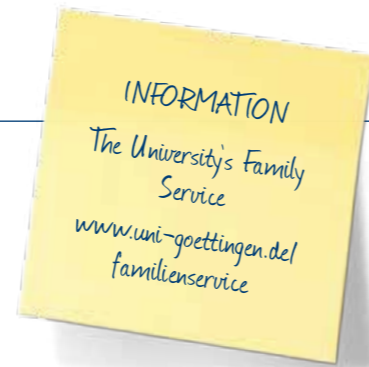
As a technical aid for blind and visually impaired students, the State and University Library (SUB) has installed a special electronic workplace at the Learning Resources Centre. Here, an enlargement table, a Braille reading device, a book scanner, JAWS and Magic are available to students to compose their own texts, use the Internet, and benefit from all the library services. The Scan Service of the SUB will scan documents from the library's holdings in various text and image formats, and send the scanned material to you via email free of charge.

For further questions and inquiries, please contact the staff of the library:
Tel: +49 551 39-5231, +49 551 39-22432
Email: scanservice@sub.uni-goettingen.de

These and further aspects of studying with disabilities and/or chronic diseases, such as compensation possibilities for handicaps and financial support, can be found on the webpage www.uni-goettingen.de/barrier-free.

STUDYING WITH CHILDREN

The University's Family Service supports student parents by offering individual advice on how to best combine student life with family life, and assists them in their search for suitable childcare.



DAY-CARE FACILITIES

The Studentenwerk offers 247 places in the following day care facilities:

- "Kinderkrippe am Campus" and "am Wall"
- "Kita Bunte Welt"
- "Kita am Nordcampus" with bilingual education
- I-Krippe "Farbkleckse" - integrative day care facility

EMERGENCY CHILDCARE

If your child falls ill, or regular day care is cancelled at short notice, you have the possibility of applying for free day care up to four times per year. Please note that you have to register yourself in the emergency pool at the childcare agency in advance.

FLEXIBLE CHILDCARE

In certain cases, students can receive subsidies for childcare. Please contact the Family Service staff.



PARENT-CHILD ROOMS

Various faculties offer rooms designed for working, playing and nursing babies. The rooms are equipped with computers, internet access, toys and a changing table. The parent-child rooms are intended to bridge gaps in childcare, for instance if the kindergarten is closed in summer or if the child minder is not available. The rooms do not constitute an alternative childcare facility, but rather an important step towards better juggling studying, a job and your family.

For more information, please refer to www.uni-goettingen.de/en/128101.html.

FAMILY-FRIENDLY HOUSING

The Studentenwerk offers a lot of one and two bedroom apartments which are designed to meet the needs of couples with children, or single parents who are studying at the university. Most residential areas have a playground right in front of the house and day care and schools nearby.

CHILD-FRIENDLY CANTEENS AND CAFETERIAS

There are highchairs and play corners available in the canteens (Mensa) and cafeterias of Studentenwerk. You can reach all dining halls by elevator (e.g. with a stroller, buggy). At the dining facilities Zentralmensa, Mensa am Turm and Nordmensa, there are also nappy-changing rooms available. Children (up to the age of 14) of students receive complimentary meals if their parents show the "MensaKidsCard" at the cashier. Please refer to this page www.studentenwerk-goettingen.de/mensakidscard.html for more information.

STUDY SATURDAYS

Family Service offers child care free of charge on Saturdays, held in the Learning and Studying Centre. Study Saturdays also offer the opportunity to meet and get to know other students with children. Prior registration is required.

www.uni-goettingen.de/en/475208.html

For more information about other childcare-related topics, please refer to the Guide for Parents at universities in Lower Saxony

www.uni-goettingen.de/en/186498.html

PSYCHOLOGICAL CONSULTATION/ADVICE

It is often stressful coping with several obligations, such as studying, taking exams, working or taking care of a child. This can result in feelings of being overstrained, burnout, guilt and trouble.

Academic studies are not always fun. Exam stress, inhibitions regarding speaking in front of others in seminars, the pressure to perform: all this can result in study-related difficulties and a personal crisis. Unfortunately, it is not always possible to overcome such crises quickly and without any external assistance. The counselling centre of the Studentenwerk (Psychosoziale Beratungsstelle des Studentenwerks) can help in problematic situations so that a crisis does not result in serious problems. Please refer to this page for further information www.studentenwerk-goettingen.de/psb.html.



5 LIVING IN GÖTTINGEN

CULTURAL LIFE IN GÖTTINGEN

Göttingen offers a myriad of possibilities for recreational activities. The town has three theatres, a symphony orchestra and several cinemas. Popular annual events include the Nacht der Kultur, the Jazz Festival, the International Literature Festival and the European Film Festival.

CINEMA

Göttingen, which in the 1950's and early 60's was a 'film-city', offers a wide variety of options for cinema and film lovers. Multiplex CinemaxX offers a large number of major commercial films, mostly shown in German. Tuesday is discount day, and there are also student discounts. www.cinemaxx.de

The cinema "Lumière" mostly shows alternative, commercially non-profitable and thereby rarely shown films. Many films are shown in the original version and are sometimes accompanied by lectures and discussions. www.lumiere.de. Lumière also organises thematic or countrybased film festivals, like the European Film Festival. www.filmfest-goettingen.de.

In summer, an open air cinema takes place in one of the outdoor swimming pools (Freibad Brauweg). Films start at 10 p.m. when it gets darker. Make sure to bring your picnic blankets and a pullover with you! The Open-Air-Kino programme can be found on the Lumière webpage.

MUSIC

Göttingen offers a lot to those who appreciate classical and modern music. It's symphony orchestra, founded in 1862, plays an ambitious programme which guarantees first-class concerts. Thanks to the culture ticket, Göttingen students only have to pay a 1 Euro entrance fee. www.gso-online.de

Every year at the end of May, the Händel Festival takes place in Göttingen. It is the oldest festival of baroque music worldwide and it attracts artists and audiences from all over the world. www.haendel-festspiele.de

Autumn is brightened by the Soundcheck Festival for New Music and the Göttingen Jazz Festival. www.ndr.de/unterhaltung/events/soundcheck www.jazzfestival-goettingen.de

DID YOU KNOW?

In Germany, all movies are dubbed before being shown on the TV or in the cinema.

If you want to watch a movie in the original language, you have to search for OV or OmU next to the title or in the description of the movie. OV stands for "original language without subtitles" and OmU "original language with German subtitles". Some TV stations offer a second channel on which to watch the movie in the original language.

In addition to that, the student film clubs, ClubKino and Unifilm, show films in the largest university lecture halls, charging students only 2 Euros. These are mostly recent mainstream films (domestic and international), screened a few months after their regular run.

www.studentenwerk-goettingen.de/clubkino.html www.unifilm.de/studentenkinos/goettingen/campusfilm



There are also larger musical acts which often take place in the Lokhalle and Stadthalle. In addition, many student pubs and bars regularly host live bands.

www.stadthalle-goettingen.de www.lokhalle.de

THEATRES

The Deutsches Theater (German Theatre) is the oldest theatre in Göttingen. It focuses on classic as well as contemporary plays and guest plays from other theatres. Every September, the Deutsches Theater hosts the Theater im Innenhof (Theatre in the Courtyard), a festival during which well-known actors from all over Germany come to perform. www.dt-goettingen.de

Another venue, the Junges Theater (Young Theatre), was founded in the sixties and presents contemporary plays and caters to a young crowd. Some of the country's most celebrated young author's stage the first runs of their new plays here. www.junges-theater.de

There are also performances at the unique ThOP (Theater im OP) – the theatre in the former surgery lecture room. The plays are produced and performed mostly by students. For those who like to write plays, there is a contest each September. www.thop.uni-goettingen.de

In addition to that, figure theatre, Kabarett (comedy acts, sometimes political), puppet shows, variety shows and many amateur theatre groups perform in and around Göttingen.

The university culture ticket gives free entrance to most of the plays.

MUSEUMS AND EXHIBITIONS

The Göttingen museum landscape is dominated by the varied collections owned by the university. Here you will find a description of the major collections.

www.uni-goettingen.de/collections

The university's botanical gardens boast collections of rare plants from all over the world and can be accessed every day on a free of charge basis. Larger exhibitions of contemporary artists are often shown in Göttingen's Old Town Hall (Altes Rathaus). Göttingen's Art Guild (Kunstverein) has seasonal exhibitions and a free entry for students.

www.kunstvereingoettingen.de

The Apex gallery and pub is one of many small city galleries hosting exhibitions which may be viewed free of charge. www.apex-goe.de

The Göttingen city museum takes visitors for a walk through Göttingen's municipal history and also hosts special exhibitions.

www.museum.goettingen.de

For further information on Göttingen and what the city has to offer, see this website:

www.goettingen.de

www.goettingen-tourismus.de

GOING OUT



RESTAURANTS AND CAFÉS

There is a great variety of different restaurants in Göttingen such as Italian, Turkish, Greek, Indian, Asian, Persian, Ethiopian, and Mexican. The prices are mostly student-friendly.

From spring to autumn, it is hard to choose which café to visit. Throughout the city, tables are set up in courtyards or on the pavement and invite you to take a break with a piece of

cake, a cup of coffee, tea or cold drinks. When you sit outside, don't be surprised if the waiter asks you to pay for your order immediately after it has been served. When you sit inside, the bill is usually paid when you leave.

TIPS/SERVICE CHARGE

In Germany, it is not common to simply leave the money for the bill on the table. Usually you pay the bill directly to the waiter. Just tell your waiter/waitress "Bezahlen, bitte" when you are ready to leave.

In most restaurants and cafés, the prices cited already include VAT (value added tax) and a service charge. However, when paying the bill, people generally tip the waiter. There is no rule for what is a reasonable tip: sometimes this just means rounding up to the next Euro, sometimes this can involve adding a Euro or two, depending on the size of your bill.

You do not leave the tip on the table, instead you either state the amount you wish to pay or say how much change you'd like to receive.

PAYING THE BILL

When you go to restaurants/cafés with friends or acquaintances, it is quite common to ask for separate bills. When you ask for a bill, you will always be asked whether you want to pay together or separately: "Zusammen oder getrennt?" "Zusammen" stands for paying together and "getrennt" for separately.

TAP WATER

Tap water in Germany is potable. Bottled water is either carbonated (mit Kohlensäure) or non-carbonated (ohne Kohlensäure). If you order water in a restaurant, you will be served bottled water and thus will have to pay for it. However, you might also ask for a glass tap water (Leitungswasser) when ordering coffee or wine.



PUBS AND CLUBS

The city centre of Göttingen hosts a vibrant and student-friendly pub and club scene. There are no enforced closing times. Some establishments have live music.

Most clubs and discos in Göttingen are located right in the city centre, and they also cater primarily to students. Evenings with guest DJs and theme nights are usually advertised by posters throughout the city. A "night of the clubs" in October sees live music in all bars and is definitely worth a visit. Once per semester, they even present your professors at the turntable – such nights are always crowded.



PRACTICAL MATTERS

LIVING EXPENSES

Depending on your lifestyle, you will need a minimum of 670 Euros to live comfortably. Keep in mind that a secure financial situation is fundamental to successful studies, especially when abroad.

ESTIMATED LIVING EXPENSES FOR ONE STUDENT PER MONTH (AS FOR 2014):

Housing (rent + utilities)	200 - 300 €
Food	160 €
Clothing	55 €
Health insurance, medical expenses	75 €
Telephone, internet, radio and TV fees	45 €
Books/supplies*	50 €
Going out	50 €
Total	ca. 670 €

This list does not contain semester fees.
* Expenses for books and supplies may be higher depending on your field of study.

FOOD

Assorted food items

Loaf of bread 1 kg	1,50-3,00 €
Rice 1 kg	1,50 €
Apples 1 kg	2,00 €
Tomatoes 1 kg	2,00 €
Cheese 1 kg	8,00 €

Beverages

Water 1 ltr	0,60 €
Orange juice	0,90-2,50 €
Milk 1ltr	0,70-1,50 €
Coffee 1kg	6,00 €
Wine 1 ltr	4,00 €

Eating out

Cup of coffee	1,50 -2,50 €
Salad	5,00 €
Soup	4,00 €
Full meal	5,00 – 13,00 €

ELECTRICITY

Electricity in Germany is 220V, 50Hz AC. Plugs are the European type with two round pins. Any adapters you may need can be bought in a local electronics shop.



TELEPHONE AND INTERNET OPTIONS

If you decide to have a landline and Internet at home, you will need to contact one of the local providers who will install these services for you at an extra cost. If you want to use a German mobile phone, you can either get a contract or use a prepaid calling card. Go to a local phone shop to learn more about options and prices. For international calls you can use call shops, which generally offer good deals.

If you are calling a landline from a mobile phone or from outside another city, the Göttingen area code must be used as a prefix (0551). The German country code is +49.

DID YOU KNOW

Carl Friedrich Gauß and Wilhelm Weber invented and built a 3 km long telegraph to connect the physics laboratory with the observatory to be able to send each other messages. This was the first operational telegraph in the world. For special city events, the telegraph line, which is still intact, is illuminated by night.

RECYCLING

Recycling is a big issue in Germany. In most towns you have individual, colour-coded dustbins or skips for paper (blue), plastics/composites (yellow) compost/garden waste (green or brown) and landfill (grey). In addition, there are also public containers for glass, batteries, electrical waste and clothes. There are a couple of things you should know about disposing used items:

Bottles

Most drink bottles are refundable and are marked as "Mehrwegflasche" or "Pfandflasche". If you take the bottles back to the supermarket, you will be given a refund (Pfand). Non-refundable bottles, like wine bottles, belong in the glass container (Altglascontainer). One-way plastic bottles go into special yellow plastic bags (Gelber Sack).

Waste Paper

To dispose of old newspapers, cartons etc., you will find blue waste paper containers in front of your house.

"Der gelbe Sack"

On many plastic packages you will find a small sign with an arrow. These packages are to be collected separately from the normal garbage. Therefore you will find either a big yellow garbage bin at your house or you will need yellow bags (Gelber Sack) to collect these packages. Every other week they will be collected by the refuse service when put them on the pavement.

Residual waste

- e.g. Vacuum cleaner bags
- Street sweepings
- Ashes
- Diapers/Cotton wool
- Hygienic paper
- Meat/Fish waste (raw)
- Bones (raw)
- Cigarette butts
- Cat litter
- China
- Earthenware
- Ceramics
- Lightbulbs
- Baking parchment
- Wallpaper remnants
- Emulsion paint, hardened
- Soiled paper
- Photos/Slides
- Pots/Pans
- Toys
- Video cassettes

Organic wastes

- e.g. Fruit and vegetable waste
- Food waste
- Bones/Fish bones (not raw)
- Tea and coffee filters
- Residual contents of tinned goods
- Meat and fish waste (not raw)
- Bread waste
- Citrus fruit
- Egg and nut shells
- Lawn cuttings
- Leaves, moss
- Wilted flowers
- Pot plants (without pot)
- Paper towels
- Paper napkins
- Paper bags
- Twigs, branches

No organic waste in plastic bags!

Used paper

- e.g. newspapers, magazines, cardboard, cardboard boxes, brochures

Yellow sack

- e.g. plastic packaging, tins, composite materials (e.g. Tetra Paks)

Used glass

- Only hollow glassware and container glass
- e.g. preserving jars, bottles, sorted according to colour

Shoes/Textiles

- e.g. shoes, textiles, textile remnants, curtains, feather beds

Bulk trash **

- e.g. cabinets, sofas, beds, mattresses, carpets, bicycles, washing machines, electric ranges, refrigeration units, etc.

Hazardous substances *

- e.g. batteries, paints, oils, car batteries, energy-saving bulbs, fluorescent tubes, hobby chemicals, pesticides, etc.

RECYCLINGHOF

** Application for collection with the "Collection Request Card" or via the Internet or via direct delivery to the recycling yard

* Delivery to the recycling yard: Rudolf-Wissell-Str. 5 • 37079 Göttingen
Opening hours: Mon.-Thurs. 8:00 am - 5:00 pm • Fri. 8:00 am - 2:00 pm

MEDICAL AID



In Germany, there are numerous types of doctors, from general practitioners (Allgemeinmediziner or Hausarzt) to specialists in all fields. It is often advisable to consult a general practitioner first, who will then transfer you to a specialist if necessary.

If you urgently need a doctor at night, during the weekend, or on a public holiday, you will have to turn to the emergency services (ärztlicher Notdienst or ärztlicher Bereitschaftsdienst). You can find the telephone numbers in the Internet. You can also call your general practitioner: usually the answering machine will contain a message telling you which doctor is currently on stand-by duty. It is also possible to go straight to the Accident and Emergency Department (Notfallambulanz) of one of the hospitals at any time.

DID YOU KNOW

It is very easy to compose the correct doctor term in German. Just add the term "arzt" to anything that can become ill or be in pain.

Kinderarzt	=	paediatrician (children's doctor)
Augenarzt	=	ophthalmologist (eye doctor)
Frauenarzt	=	gynaecologist (women's doctor)
Zahnarzt	=	dentist (tooth doctor)

COSTS OF MEDICAL TREATMENT

Statutory health insurance

If you are not a private patient, your doctor will invoice your statutory health insurance provider directly. All you need to do is to present your health insurance card at the surgery. However, for some treatment and services, such as certain dental fillings, dentures, spectacles, contact lenses and particular medications, you have to pay an additional fee even if you are not a private patient.

Private health insurance

If you have a contract with a private health insurance provider you will usually have to pay the costs for treatment and medication yourself and then submit the invoices to the insurance provider for reimbursement. Take careful note of the conditions of your health insurance which stipulate whether the provider will reimburse your costs and at what level. Depending on your insurance premium, certain treatments may be excluded, or you may be required to pay part of the costs yourself.

HOSPITALS

All hospitals, except for some private clinics, are open to all insured patients. When going to a hospital or clinic, take proof of your health insurance with you (although you're unlikely to be refused in case of emergencies).

THE FOLLOWING HOSPITALS IN GÖTTINGEN CATER FOR EMERGENCY ADMISSIONS:

University Hospital (Klinikum)	Robert-Koch-Str. 40, 37075 Göttingen ☎ (0551)-39-0 www.med.uni-goettingen.de
Evangelisches Krankenhaus Weende e.V.	An der Lutter 2, 37075 Göttingen ☎ (0551) 5034-0 www.ekweende.de
Krankenhaus Neu-Mariahilf	Humboldtallee 10/12, 37073 Göttingen ☎ (0551) 49 63-0 www.neumariahilf.de
Neu-Bethlehem	Humboldtallee 8, 37073 Göttingen ☎ (0551) 4 94-0 www.neubethlehem.de



PHARMACIES

Medicine, including painkillers, can only be purchased at pharmacies (Apotheke). Most medicine will require a prescription, although some (e.g. cold and flu remedies, painkillers, hay fever tablets) are available over the counter. There is

EMERGENCY NUMBERS AND SERVICES

The numbers 110 and 112 can be dialled free of charge from any regular phone, payphone or mobile. It is even possible to dial the emergency numbers without the SIM card or without knowing the mobile's PIN. These numbers are valid for the emergency services throughout Germany.

- Fire Department, Rescue Service: ☎ 112
- Police, Emergency Calls, Traffic Accidents, Assault: ☎ 110
- Emergency Ambulance Göttingen: ☎ (0551) 51 79 90

at least one pharmacy open or on call both day and night (Notdienst). All pharmacies have a sign in their windows indicating which pharmacy has 'Notdienst' on which date.

SHOPPING FOR DAILY LIFE

Supermarkets: Open Hours

The large grocery stores are usually open from 8 a.m. to 10 p.m. On Sundays and public holidays shops are generally closed. Bakeries are an exception; they often open in the mornings on these days. You can usually find a modest selection of groceries and other products at petrol stations and kiosks during the night and on Sundays.

Groceries

The most comfortable places to shop for groceries are supermarkets (Supermarkt). Many of the large supermarket chains have stores throughout the city and offer inexpensive and good quality products.

Speciality Shops

If you are homesick and craving your traditional food, you can go to one of the speciality shops which offers Asian, African or Latin American ingredients like spices, herbs, etc. They are found all over the city.

Organic / Health Food Stores

In addition, there are several shops in the city centre which offer organically-grown food and produce (Biomarkt or Reformhaus).

Furniture and Tableware

Some rooms to rent are already furnished, but in case you need something else, second-hand furniture can be found at online markets.



Farmer's Market

The farmers from the region around Göttingen sell their products at the weekly market (Wochenmarkt). The market is open every Tuesday and Thursday from 8 a.m. to 1 p.m. and every Saturday from 8 a.m. to 2 p.m. Address: Hospitalstrasse.

Drugstores

In Germany, drugstores (Drogeriemarkt) offer cosmetics and household products at reasonable prices. However they do not sell any kind of drugs, be it painkillers or any other medicine. Those are only available in pharmacies (Apotheke).

RELIGION

CHRISTIAN COMMUNITIES

There is a Protestant (Evangelische Studierend- und Hochschulgemeinde) and a Catholic (Katholische Hochschulgemeinde) student community at the University of Göttingen. They conduct services, provide pastoral care and offer a programme of classes open for students and visiting scientists. Most of Göttingen's pa-

ishes are Protestant, a few are Catholic. Some of these parishes offer church services in languages other than German and run groups which maintain country-specific forms of worship. Other religious communities, such as the Baptists or the Russian Orthodox Church, have their own places of worship in Göttingen.



INFORMATION
For more information,
please refer to
www.uni-goettingen.de/religion

JEWISH COMMUNITIES

A few years ago, two Jewish communities were re-founded in Göttingen: the Göttingen Jewish Community and the Jewish Religious Community for Göttingen and Southern Lower Saxony. Their activities are supplemented by a Jewish house of learning. Its doors are open to all people interested.

MUSLIM COMMUNITIES

The Muslim student community (Islamische Hochschulgemeinde) offers a forum for Muslim students. In Göttingen, the Muslim communities are Islamische Gemeinschaft Al-Iman e.V., DITIB Moschee and Al Taqwa-Verein Göttingen.

TRAVEL ACROSS GERMANY

BY TRAIN

In Germany, you can reach almost all cities by train. Due to its central positioning in Germany, Göttingen has excellent travel connections. The high speed train (ICE) takes 30 minutes to Kassel or Hanover and two hours to Berlin, Hamburg or Frankfurt.

There are different prices depending on the train category: the high-speed ICEs (Intercity Express) are the most expensive, then come ECs/ICs (Intercity train) with a somewhat lower price, and local trains: RegionalExpress (RE), RegionalBahn (RB), Cantus (CAN) or Metronom (ME) are the cheapest.

Moreover, there are discounts if you purchase your ticket in advance. You can get 25 % to 50 % off if you buy your ticket well in advance. On weekends, you can profit from the "Schönes Wochenende" ticket: for approximately 40 Euros, up to five persons can travel throughout Germany (on local trains only). While this is a very cheap way to travel, it is also slow. The "Quer durchs Land" ticket allows you to travel all over Germany on local trains on working days (about 44 Euros).



INFORMATION
All details concerning train
connections as well as special
offers can be found here:
www.bahn.de/en

BAHNCARD

If you frequently travel by train, it may be useful to buy a BahnCard, which reduces the price of a ticket. There is a special offer for those under 26 years: My BahnCard25 costs 39 Euros and entitles you to 25 % off the regular price; My BahnCard50 costs 69 Euros and entitles you to 50 % off the regular price. For additional information see:

www.bahn.de/p_en/view/index.shtml

TRAVELLING BY TRAIN WITH THE STUDENT CARD

With your student ID card you can travel on local trains for free throughout Lower Saxony! Amongst the numerous beautiful cities you can visit are Hannover, Goslar, Bremen, Hamburg, Celle, Kassel, the North Sea, and many more. Don't miss the chance to explore the wonders and interesting attractions these places have to offer!

There are also a number of smaller towns that are worth a visit, which can be seen on a day trip from Göttingen. These are a few examples of the places which you can reach within 2 hours, using local trains:

- **Goslar** is a UNESCO World Heritage Site, famous for its magnificent gates and ramparts, the medieval Imperial Palace, romanesque churches and half-timbered guild houses.
- **Hannoversch Münden** is a small charming town, situated at the confluence of the Fulda and Werra rivers.
- **Hameln** is famous for the pied piper tale and has weekly reenactments of the tale on Sundays in the summer.



BY CAR

Travelling by car is also an option and you don't need to rent one! Yes, it is very common to use the "Mitfahrgelegenheit" service: people who are travelling somewhere and have space in their cars can offer a ride for a good price. It is sometimes a cheap option and also an opportunity to meet people.

www.mitfahrzentrale.de
www.drive2day.de
www.bessermitfahren.de
www.fahrgemeinschaft.de

BY BUS

All long distance buses going via Göttingen stop at Göttingen main station (ZOB).

Just check www.checkmybus.de





FINDING EMPLOYMENT IN GERMANY

Germany belongs to the world's leading economies with one of the lowest levels of unemployment. Although no one can make exact predictions that will hold, according to the German Federal Ministry the employment prospects for immigrants in Germany are excellent, especially if they are university graduates from a German university with knowledge of the German language (the number of job openings is very limited if you don't speak German).

However, if you are considering staying here after finishing your studies, you should start planning your career in Germany before you finish your degree. This information will help you to successfully launch your career.

ADVICE IN SHORT:

- Identify your competencies, values and interests
- Define your professional and personal goals
- Begin a target-oriented search for specific tasks and job roles
- Start looking for a job early on, at the latest four months before you finish studying
- Make use of the University Career Centre and other services offered by the university
- Take advantage of career fairs organised at the university
- Don't restrict your search too much, but have your professional priorities in mind
- By now you should speak German well. If not, take German language courses to improve your German

SERVICES OF THE UNIVERSITY

The Career Service of the university offers all interested students and graduates detailed information on the process of career planning, on job applications, and how to enter into the world of work in general. The Career Service staff will help you to identify your competencies, to define your professional goals and to develop your personal strategy on how to approach the labour market. They can also have a look at your documents, together with you, and give you feedback on your motivation letter and CV. See www.uni-goettingen.de/career for more information.



CONSULTANCY SERVICE

The University of Göttingen offers a consultancy service for start-ups to all students and graduates. The advisory bureau provides initial basic advice as well as a start-up road map encompassing issues ranging from choice of legal form to possible financing for the enterprise. If certain conditions are met (technology-based and/or innovative start-up), the consultancy service can award grants so that the idea can be developed to the point where it can be launched on the market. <http://www.uni-goettingen.de/en/1279.html>

ADMINISTRATIVE MATTERS

After concluding your studies in Germany, as a student from a non-EU country you are allowed to remain in Germany for the purpose of looking for employment for a maximum of 18 months after the end of your studies. This is your chance to gain a foothold in the German job market as an international graduate. Your advantage during this period of job hunting is that you are allowed to work as much as you like. Any time restrictions on working during this job-hunting phase have been removed due to the new Right of Residence regulation.

In order to receive a residence permit for this period, you have to demonstrate that you can cover your costs of living for this period.



CONTINUING YOUR STUDIES

In Germany, some 25,000 graduates obtain their doctoral degree every year – far more than in any other European country. As a nation with a long scientific tradition, Germany offers an exceptional infrastructure for research work and welcomes international graduates. Many funding organisations support foreign PhD students. All faculties at the University of Göttingen offer doctoral degrees either as individual doctoral studies or structured PhD pro-

grammes. Göttingen graduate schools provide an outstanding framework for doctoral studies by pursuing an interdisciplinary approach through structured curricula, intensive supervision, mentoring programmes and a range of tailored seminars. Please refer to www.uni-goettingen.de/phd, where you will find all the information you need in order to make the right decision.

JOINING THE GÖTTINGEN ALUMNI NETWORK

The University of Göttingen is committed to your success, even after your graduation. As a former student of the University of Göttingen, you are welcome to join the Göttingen Alumni Network and thus to stay in touch with peers and professors and enhance your career. As a special service, the university offers further scientific education, such as expert seminars and training, which are complimentary for all Göttingen alumni. For further information please visit: www.uni-goettingen.de/alumni



CHECKLIST: FINISHING UNIVERSITY

- Visit your faculty or your programme coordinator and make sure that you have fulfilled all the obligations related to your stay, that all the paper work is done, and that you have received all relevant information.
- In case you have books you don't need any more, post ads on the black boards at your faculty and/or ZHG.
- Make sure all library books have been returned.
- Ex-matriculate from the university (removal from the students register).
- Register with the university's or faculty's Alumni Office.



CHECKLIST: LEAVING GERMANY

- Cancel all the contracts (health insurance, accommodation, mobile phone, Internet, Bahn Card, etc.).
 - Make sure to check in advance what the cancellation deadlines are for various contracts!
 - In the event of private accommodation, make sure you contact your landlord to terminate your housing contract well in advance. If applicable, arrange for your deposit to be refunded.
- Close your bank account.
- De-register yourself at the Residents' Registration Office.
- Organise a big farewell party 😊



Images:

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IMPRINT



All the information contained in this guide has been carefully researched and all reasonable efforts have been made to avoid errors. Please let us know should you have any comments.

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