

Exchange Information Sheet for Partner Universities University of Bremen – Students (2021/2022)

For current information on the Corona Pandemic with regard to international Students please visit:

<https://www.uni-bremen.de/en/information-on-the-corona-pandemic/faqs/information-for-international-students-and-researchers>

Name of the University	University of Bremen – Universität Bremen (www.uni-bremen.de)
Academic Year	<p>Winter Semester: October 1st - March 31st</p> <p>Summer Semester: April 1st - September 30th</p> <p>Each semester includes a so-called lecture-free period during which exams are held.</p> <p>For the latest information about academic years and important dates, such as the exact date of start and end of the lecture period, please check: https://www.uni-bremen.de/en/studies/starting-your-studies/academic-year</p>
Official language	German
Language of instruction	<p>German is the primary language of instruction.</p> <p>However, there are a multitude of courses offered in English in many programs.</p>
Language requirements	<p>Upper B2 minimum (C1 preferred) according to the Common European Language Framework. We would recommend a level corresponding to TOEFL ibt 90.</p> <p>For comparison of international language certificates please visit: https://www.fremdsprachenzentrum-bremen.de/1072.0.html?&L=1&MP=1072-2031</p> <p>To improve your German language knowledge, please take a look at our international Summer Courses: “German as a Foreign Language”.</p> <p>Language classes are offered for an additional fee.</p> <p>http://www.fremdsprachenzentrum-bremen.de/1418.0.html?&L=1</p>
Language courses for exchange students	<p>Exchange students can attend their first German language course (6 ECTS) free of charge.</p> <ul style="list-style-type: none"> • If they attend the German intensive language course during the orientation weeks it will be free of charge. They will have to pay for every further German language course during the semester (160 euro for 6 ECTS or 80 euro for 3 ECTS). • If they <u>do not attend</u> the German intensive language course during the orientation weeks, the courses during the semester will be free of charge up to 6 ECTS (e.g. 1 course for 6 ECTS or 2 courses for 3 ECTS each). <p>-----</p> <p>Students can earn up to 15 ECTS in German language courses within their first semester abroad. However, they are asked to consult with their tutor and the Languages Centre before enrolling for classes.</p> <p>In addition to courses offered, there are other possibilities for improving language skills, such as tandem partners (arranged by the Languages Centre) and the</p>

	<p>Selbstlernzentrum (self-learning centre) run by the Sprachenzentrum (Languages Centre). For more information please visit: https://www.fremdsprachenzentrum-bremen.de/230.0.html?&L=1</p> <p>Please be aware that the SZHB (Languages Centre) is not part of the University of Bremen and therefore, a separate registration at the SZHB is absolutely necessary.</p>
Nomination and Registration Deadlines	<p>Deadlines for Student Nominations are: October 31st for Summer Semester and April 30th for Winter Semester.</p> <p>Deadlines for online Student Registration at the International Office for the exchange program: November 15th for Summer Semester and May 31st for Winter Semester.</p> <p>Students who need a visa must apply and register immediately after nomination in order to allow enough time for flawless processing. They have to require actively for our official visa invitation letter. Afterwards, the IO will send the official visa invitation letter to our partner university's International offices as a scan.</p> <p>Contact: studybremen@uni-bremen.de for more information.</p>
Procedure	<p>Procedure for Exchange Students:</p> <p>Student nominations have to include our Nomination Sheet and are to be submitted via email to the International Office (studybremen@uni-bremen.de).</p> <p>Nominations have to include the students' full and complete name, email address, degree being pursued IN BREMEN and level (Bachelor, Master). Most exchange students are pursuing a Bachelor's degree, but graduate students may be nominated upon request.</p> <p>The International Office will contact all nominated exchange students and provide the necessary information:</p> <p>Step 1: Registration at the International Office for the Exchange Program (MobilityOnline-Database)</p> <p>Students fill in all fields and print their Application Form- Exchange Student (Page 1 of 2 and sign it themselves) and the Declaration of Language Competence (Page 2 of 2), that has to be signed additionally by the Home Universities Exchange Coordinator.</p> <p>The online application also provides students the opportunity to apply for accommodation, to register for our orientation-week, and to sign up for the "study-buddy" program.</p> <p>Step 2: Application at the University Bremen, Secretary for Students (SFS) for the Enrolment (MOIN-Database)</p>

<p>Acceptance Letters</p>	<p>Students now open another database (MOIN). After filling in all fields, students upload both pages of the signed Application Form of the online application form signed by the sending institution and the student.</p> <p>Students now have completed the Registration successfully and are required to confirm this by reopening the MobilityOnline-Database and ticking the right field there. (right at the end).</p> <p>Then, the database will automatically send the Confirmation of Exchange Place to the student's email account.</p>
<p>Course Selection</p> <p>Classes in English language</p> <p>Global Education</p>	<p>A list of degrees and courses offered at the University of Bremen can be found at: https://www.uni-bremen.de/en/studies/starting-your-studies/course-catalog.html</p> <p>Classes offered in English:</p> <p>https://www.uni-bremen.de/en/</p> <p>-> Quicklinks -> Course Catalogue (under the headline Studies)</p> <p>As courses are online only shortly before start of lectures, please choose the previous WS (Winter Semester) or SS (Summer Semester)</p> <p>Click one of the departments. For example click "Fachbereich 5 Geowissenschaften" in order to create a list of all classes offered in English in Department 5-Geosciences. Attention- it may take some time until you receive the result!</p> <p>Alternatively you may select one concrete degree and create a list of all classes offered in English in this one degree.</p> <p>In addition to degree courses in the departments, exchange students may also choose any course listed at the bottom, under "Global Education", independent of their actual field of study (up to 15 ECTS can be obtained in Global Education). Global Education courses are designed for international exchange students who would like to learn more about German culture, history, literature, and politics. These courses also provide an international and intercultural perspective into the German educational system, give an impression about the process of studying and doing research in Germany, and provide valuable intercultural experiences.</p> <p>Students can visit the courses they want to attend in the first two weeks of the lecture period. There they will get the access information to the course from each professor. But they have to be aware of course restrictions for some courses. In general, students in the Bachelor Degree cannot attend classes from the Master Degree. Our course catalogue (also with the information about an eventual course restriction) can be found on our homepage using the link above.</p>

	<p>need this receipt of registration to receive a library card.</p> <p><u>Registration with the “Ausländerbehörde” (immigration office)</u></p> <p><u>Citizens of non-EU-states</u> should register with the <i>Ausländerbehörde</i> as soon as possible after arriving in Germany and receiving their receipt of registration. You will need to present the following documents:</p> <ul style="list-style-type: none"> ➤ Completed application for a resident permit (forms can be obtained at the registration office) ➤ Passport (please also check the validity of your passport; if necessary please refresh it as soon as possible. An inappropriate passport validity date is a frequent reason why students have to cancel their mobility to Bremen.) ➤ Visa ➤ Receipt of registration from official registration office - <i>Einwohnermeldeamt</i> ➤ Enrolment certificate ➤ Proof of health insurance coverage ➤ 1 current biometrical passport-sized photo ➤ Evidence of financial means of support, (e.g. evidence of Erasmus mobility grant or other scholarships). The available amount per month should be in the order of the German Federal Student Grant rate (<i>BAföG</i>) or DAAD rate which is around 650 € per month. <p>The official registration office “<i>Meldestelle</i>” is located in the Service Center “BSU” on the University campus. Further details can be found at: http://www.uni-bremen.de/bsu</p>
<p>Health Insurance / Health Services</p>	<p>Each student is required to have international health insurance coverage including all medical, hospital and repatriation expenses without any exception while in Germany. Health insurance coverage is a prerequisite for enrolment at a university. Private health insurances of home countries or travel insurances for the purpose of visa applications are <u>not accepted for enrolment at the University of Bremen if they limit the cost of treatments or duration of coverage.</u></p> <p>We therefore highly recommend to apply for the statutory health insurance in Germany which covers all possible costs for the term. Offices of several insurance companies are situated on the university campus (hkk, TK, AOK).</p> <p>For more information please contact the health insurance company directly or the Newcomer Service: newcomer@uni-bremen.de</p> <p>The statutory health insurance is a special low-cost health insurance (“<i>Krankenkasse</i>”) for students and can already be used for the visa applications.</p>

	<p>Students who intend to participate in the Orientation Week or who arrive in Germany before the official start of the semester (1st October/ 1st April) will additionally need a travel insurance to <u>cover the time gap between their arrival in Germany and the start of the term!</u> The obligatory health insurance covers treatment costs and medicine.</p> <p>The insurance card is your entry pass to all medical services and preventive care included in health insurance. If you have to stay in a hospital the insurance will pay all costs for your hospital treatment (if you are exempted from additional payments), nursing, and examinations, (except for the “Eigenanteil” of 10 Euro per day in hospital).</p>
Newcomer Service / Welcome Desk	<p>Newcomer Service/ Welcome Desk:</p> <p>The International Office offers a newcomer service (newcomer@uni-bremen.de) and welcome desk to help exchange students upon their arrival in Bremen. Student tutors provide information and answer questions. <u>All international students' questions should be addressed to the tutors.</u> During the orientation week, the tutors support exchange students of partner universities at the welcome desk located on campus.</p> <p>You can also already visit the website of the Newcomer Service for further details: https://www.uni-bremen.de/en/studies/starting-your-studies/offers-for-international-students/newcomer-service-for-exchange-students/</p>
Formalities after arrival/ Remarks	<p>The following formalities must be completed upon arrival in Bremen:</p> <p>Registration and fees</p> <p>There is a simplified registration procedure for visiting students requiring:</p> <ul style="list-style-type: none"> ➤ Proof of registration from your home university ➤ Non-EU citizens: proof of health insurance which is valid in Germany or a German compulsory health insurance ➤ A receipt to prove that you have paid the semester fees after your arrival (~ 380 €). For more information please visit the registrar's office website: https://www.uni-bremen.de/en/studies/starting-your-studies/formalitaeten >> Semester Contribution Link: https://www.uni-bremen.de/en/studies/starting-your-studies/formalitaeten/re-enrollment-and-semester-contribution (students from our partner universities pay 50 € less as they do not need to pay the administration contribution “Verwaltungskosten”) <p>The semester fees are for the following entitlements: the <i>Semesterticket</i> (free public transport in and around Bremen for the entire semester, membership in the <i>Studierendenwerk</i> (this entitles you to purchase meals, etc. on campus at</p>

	<p>specially reduced prices) and for membership in the <i>Studentenschaft</i> (Student Union); the semester fees are administration fees (not tuition fees).</p> <p>Please note that our tutors of the Newcomer Team at the welcome desk will do their best to support exchange students from our partner universities with these formalities.</p> <p>At the end of the process, provided that the above mentioned documents have been submitted, all relevant student enrolment documents such as student ID card, semester transportation ticket, etc. will be provided to the student.</p> <p>If you wish to continue studying in Bremen after your time as an exchange student, you can ask at the International Office for further information.</p>
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