

CHECKLIST FOR YOUR ARRIVAL

	WHAT DO YOU NEED TO DO?	WHEN DO YOU NEED TO DO IT?	WHAT DO YOU NEED FOR IT?
1.	Room contract, deposit, and rent	Before arrival	Bank account details, deposit and 1 st rent (homeland account)
		After arrival	Bank account details, rent (German account)
2.	Pay fees for enrollment	Before arrival	Bank account details, application details, amount according to program
3.	If you stay in a dormitory: Contact caretaker	Before arrival	Date and time of your approx. arrival, moving in and moving out
	Move-in to your new room	After arrival	Passport
5.	Register at the citizen's office within 2 weeks	After arrival	Passport, Wohnungsgeberbescheinigung (certificate of accommodation, issued by the landlord [e.g., Housing Department]), letter of admission , your new address
6.	Apply/ Activate for/ your German health insurance	After arrival	letter of admission, passport/ ID-card, residency permit
4.	Enrollment at University	After arrival	Letter of admission, payment proof, proof of health insurance, passport
7.	Open a German bank account	After arrival	Passport, registration certificate, letter of admission, German tax-ID (can be submitted later!), your visa (if needed)
8.	Request your residence permit	After arrival	Passport, visa/residence permit, letter of admission, registration certificate, accommodation contract, proof of health insurance, bank statement, biometrical photo, filled-out application form, money

Tips and tricks for your start in Hohenheim

With this guide, we would like to give you an overview of the most important facilities for your start in Germany and the University. We have listed the three most convenient places for daily needs in and around Hohenheim. Of course, these are only suggestions, and you can always google for more, ask your fellow students or ask us.

1) Daily needs in and around Hohenheim

One of the first things you need to do is open a bank account and go for groceries and other necessities. We included medical services, too!

Banks

- I. BW Bank Hohenheim
Filderhauptstraße 155
70599 Stuttgart
Tel: + 49 (0)711 12446240
- II. Volksbank Plieningen
Filderhauptstraße 48
70599 Stuttgart
Tel: + 49 (0)711 1810
- III. Volksbank Birkach
Birkheckenstraße 3
70599 Stuttgart
Tel: + 49 (0)711 1810



Good to know:

Deutsche Bank and *Commerzbank* have English paperwork available and have been proven to be very uncomplicated in dealing with international students. There are more bank branches, of course, like the *Sparkasse* which can be found in many places in Germany. Some banks do not have service branches, only online services, and ATMs, like the *Sparda Bank*. Most banks offer student accounts without additional fees or with special features. Pay attention if you want to withdraw money: you sometimes need to pay a **withdrawal fee** if you are not withdrawing it at “your” bank.

Supermarket and drug stores

Supermarkets

- I. EDEKA supermarket
Wollgrasweg 23
70599 Stuttgart
- II. PENNY discounter
Birkheckenstraße 4
70599 Stuttgart
- III. Netto discounter
Filderhauptstraße 49
70599 Stuttgart



Drug stores

- I. dm
Kirchheimer Str. 128
70619 Stuttgart
- II. dm
Epplestraße 6
70597 Stuttgart
- III. Müller
Herrenberger Str. 4
70563 Stuttgart



Good to know:

In Germany there are **discounters** and **supermarkets**, the difference is that discounters are usually cheaper but have a smaller range of products and/or fewer brands while supermarkets are often more expensive and have a more diverse range of products and sections for special diets like gluten-free or dairy-free. Many supermarkets sit next to a bakery or have their own bakery section where you can buy fresh bread and pastries. You can find everything for your daily needs in a supermarket; they even offer a few non-food articles like shampoo and hygienic products. If you are looking for a much larger range of hygienic products, incl. products for personal hygiene, period products, condoms, cosmetics, detergent, and cleaning utensils, visit one of the German **drug stores** dm, Müller or Rossmann. They also have some special diet foods like gluten-free, organic, vegan (usually dry food/storage stable), and milk alternatives.

Keep in mind that stores are **closed on Sundays!**

Pharmacies



Garben-Apotheke Wollgrasweg 17 70599 Stuttgart Tel.: + 49 (0)711 4560020	Birken-Apotheke Birkheckenstraße 8 70599 Stuttgart Tel.: + 49 (0)711 456655	Paracelsus-Apotheke Hochstattstraße 1 70599 Stuttgart Tel.: + 49 (0)711 454861
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Doctor's Office (General Practitioner)



Practice Dr. Strobel Wollgrasweg 17 70599 Stuttgart Tel.: + 49 (0)711 455588	Practice Dr. Ilg Birkheckenstraße 4 70599 Stuttgart Tel: + 49 (0)711 4586310	Practice Dr. Gerst Birkheckenstraße 11 70599 Stuttgart Tel.: + 49 (0)711 4586511
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Hospitals

Hospital Esslingen Hirschlandstraße 97 73730 Esslingen a. N. Tel: + 49 (0)711 31030 Klinikum Esslingen  Das Qualitätskrankenhaus	Hospital medius Ostfildern-Ruit Hedelfinger Str. 166 73760 Ostfildern Tel: + 49 (0)711 44 880  medius KLINIK OSTFILDERN-RUIT
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Good to know:

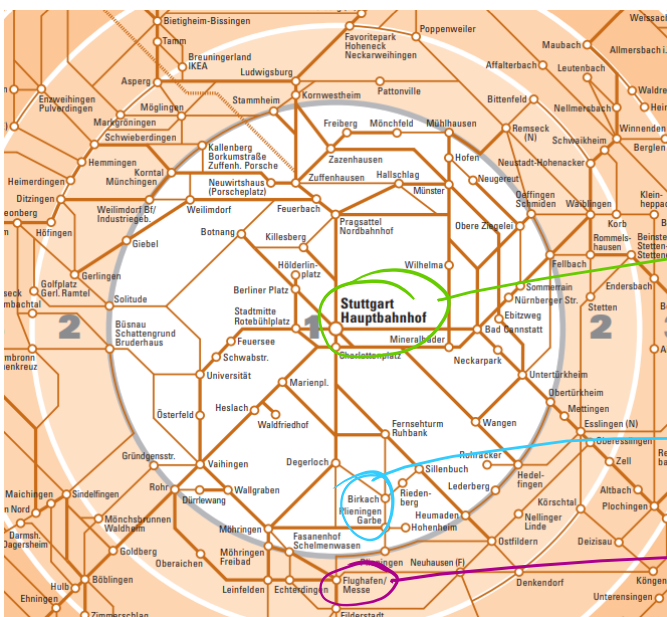
If you feel sick, you can just call the office of a general practitioner and make an appointment. Therefore, you'll need your **health insurance card**. General practitioners are only available on weekdays not on the weekends. If you dial **116117**, you'll reach the medical on-call service for non-emergency cases which is available 24/7, the same is true for hospitals. You can also call **116117** if you have symptoms of Covid. In case of an emergency call **112** for emergency services or fire department, calling an ambulance in emergencies is covered by your German health insurance. Call **110** for police. German police are trustworthy, please call them if necessary.

2) Public transportation in and around Stuttgart

How does it work?



The public transportation company is called Stuttgart Transport and Tariff Association (**VVS**) and it also includes the Stuttgart Tramway Company (**SSB**). The VVS network has seven zones, the picture below shows the most important zones for travelling in and around Stuttgart city. Zone 1 includes Stuttgart city and Hohenheim. The airport is in zone 2. A single-way ticket costs €2.80 within zone 1 and €3.40€ for two zones. A day ticket is valid throughout the day and costs €5.60. We highly recommend you use the **VVS app**. Digital tickets are cheaper, too: €2.65 instead of €2.80, €5.30 instead of €5.60!



main station Stuttgart
S-Bahn, U-Bahn, buses, regional trains
& Long-distance trains (DB) ①

University of Hohenheim,
Plieningen, Birkach, Hohenheim ①

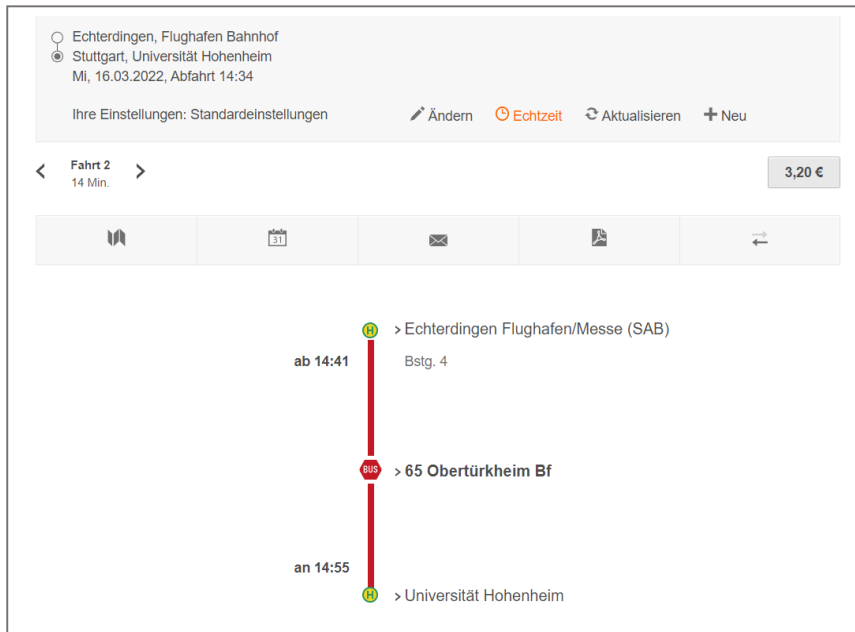
airport Stuttgart ②
S-Bahn, U-Bahn & buses

Your student ID card **includes** a subscription to the VVS network which is valid Mon – Fri from 6 p.m. until closing time, including night buses, as well as all day and night on weekends and public holidays. This includes buses, trams, subways, and the S-Bahn, as well as RB and RE trains, however, these are restricted up to certain stops. The VVS network does not include trains of the Deutsche Bahn (**DB**). If you want to take one of the long-distance trains like IC or ICE, you need to buy a ticket in the DB app or in one of their service points. You can find more information on the University website (<https://www.uni-hohenheim.de/en/vvs-student-ticket>) and on <https://en.vvs.de/home/>.

Helpful routes

Airport to Hohenheim

Bus line **65** goes directly from the airport to Hohenheim in about 15 min.



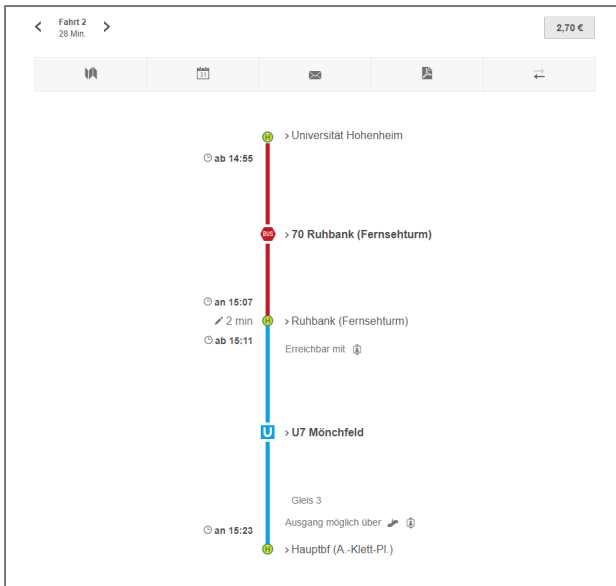
Hohenheim to City Center (Schlossplatz)

If you want to travel to the city center, you can either travel from Plieningen Garbe by the U-Bahn or you go via bus and U-Bahn starting from the bus station University Hohenheim on campus.



Hohenheim to central station (Hauptbahnhof)

If you want to travel to the central station, you can take the same lines as if going to the city center. It is only one station further.



Nachtbus

The night bus **N8** is taking you from Schlossplatz back to Hohenheim after midnight. It is available from Mon – Fri 01:20 a.m., 02:30 a.m.; 03:40 a.m. and on weekends and public holidays from 01:20 a.m., 02:00 a.m., 02:30 a.m., 03:10 a.m. and 03:40 a.m.

Other transportation

There are also taxis available at the airport and the central station which are more expensive than public transportation. These taxis are officially registered and safe to use. Furthermore, you can register and use carsharing, e.g., *car2go* or *stadtmobil* if you have an international driver's license.

3) Important contact points on campus

International Office

The **Office of International Affairs** is your most important contact point as an international student. Here you will receive competent advice and support during your stay at the University of Hohenheim.

Fruwirthstr. 12
70599 Stuttgart
Tel.: +49 (0)711 459 23972

aaa@ua.uni-hohenheim.de (general inquiries)
incoming@ua.uni-hohenheim.de (exchange students)
degreestudents@ua.uni-hohenheim.de (degree-seeking students)

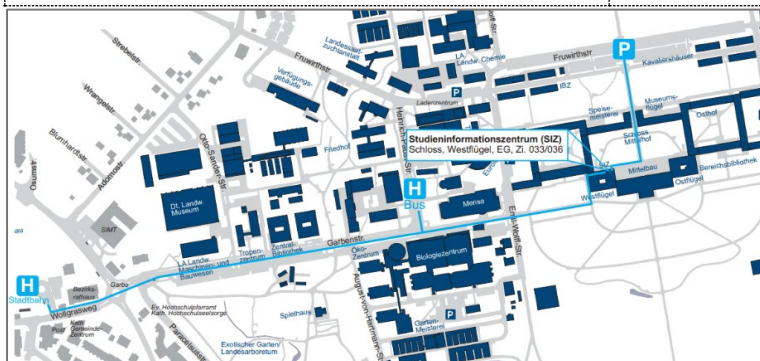


Student's information center (SIZ)

The SIZ is the first contact point for students with any questions regarding their studies, enrollment, or study fees. In case the team can't help you, they will refer you to a person or facility that can help you with further questions. This is especially helpful for EU students.

Schloss, West Wing, EG, Room 033/036
siz@verwaltung.uni-hohenheim.de

Tue 10:15 – 11:45 a.m.
Thu 14:15 – 03:45 p.m.



Central Student Counselling Center (ZSB) and Psychological Counselling

The Central Student Counselling Center (ZSB) team advises and informs you on all questions about starting and carrying out studies at the university, as well as problems that might come up. Their psychological counselling is particularly aimed at students with study-related and/or personal difficulties that have a negative impact on their studies and thus affect their academic success.

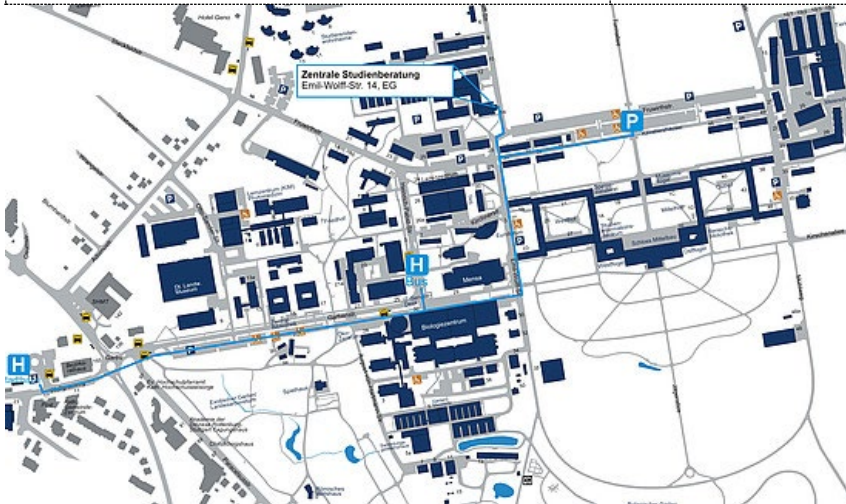
Emil-Wolff-Str. 14, Room 023 (ground floor)

zsb@uni-hohenheim.de

Tel.: +49 711 459 22064 on Mon, Thu 10:00 – 12:00 noon and Tue 02:00 – 04:00 p.m.

Zoom office hours: Mon, Thu 02:00 – 04:00 p.m. and Tue 10:00 – 12:00 noon

WhatsApp: +49 1522 6247 075



Examination Office

At the examination office you can ask any questions regarding your exams and recognition of exams or modules.

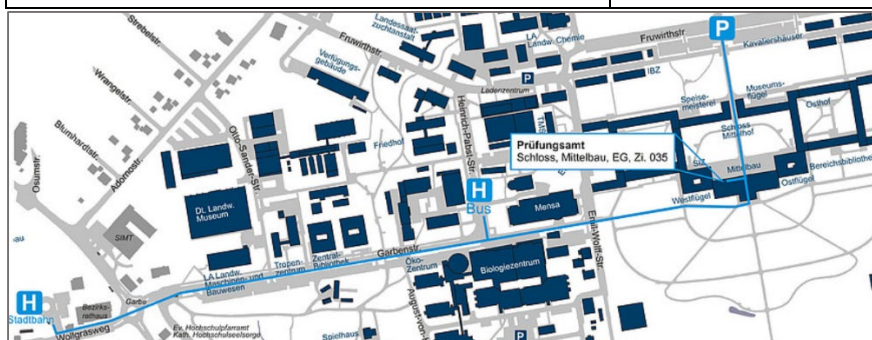
Schloss, Mittelbau, Room 035
70599 Stuttgart

Mon, Wed and Thu 10:30 – 11:30 a.m.
Tue 14:30 – 03:30 a.m.

Tel.: + 49 (0)711 459 24211

pa-an@verwaltung.uni-hohenheim.de
(Agricultural and Natural Sciences)

pa-wiwi@verwaltung.uni-hohenheim.de
(Business, Economics and Social Sciences)



Lecture notes office

At the lecture notes office, you can find lecture notes of some modules as well as merchandise of the university.

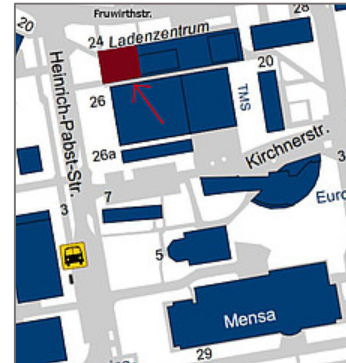
Fruwirthstraße 24

70599 Stuttgart

Tue and Wed, 10:00 a.m. – 01:00 p.m.

Tel.: 0711 459 24233

E-Mail: skripten@uni-hohenheim.de

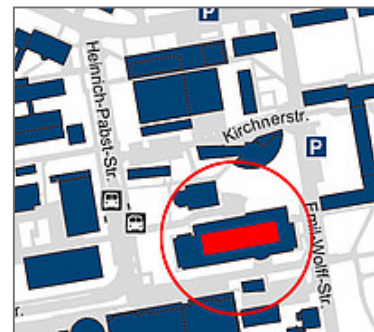


Mensa and Cafeteria

In the Mensa and cafeteria, you can find snacks, food, vending machines, coffee, and drinks. You can pay with money or your student ID card. There are machines to charge money on your student ID and you can update your ID card for the new semester. As well, you can find study spaces in the building. In times of Covid, you must book a study space beforehand.

Mon - Fri 11:00 - 02:00 p.m. (Mensa)

Mon – Thu, 8:30 – 05:00 p.m. and Fri, 8:30 a.m. – 3:00 p.m. (Cafeteria)



Libraries

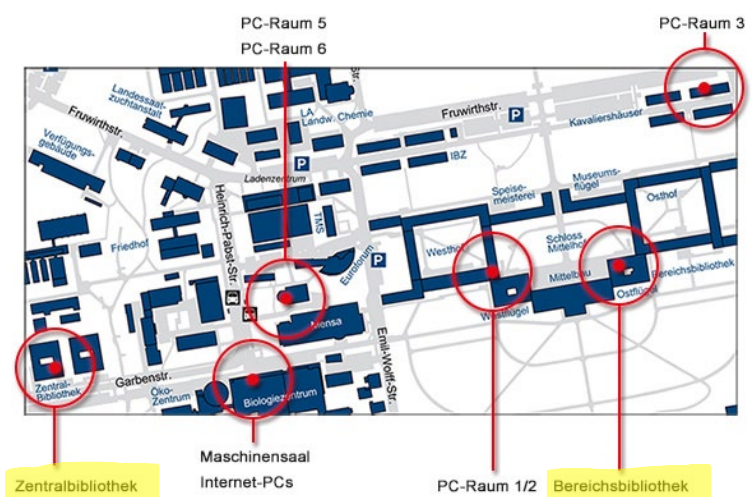
The library provides you with learning materials, study spaces, and group rooms. Due to Covid, you need to book a study space beforehand.

Mon – Fri 08:00 a.m. - 09:00 p.m.

Sat and Son 10:00 a.m. - 05:00 p.m.

closed on public holidays Tel.: 0711 459-22096

E-Mail: kim-bib@uni-hohenheim.de



KIM help desk

The Communication, Information and Media Center (KIM) of the university can help you with questions and technical problems with the Wifi on campus, ILIAS or HohCampus.

Garbenstr. 30, Bio 1, basement
70599 Stuttgart
Tel.: 0711 459-24444
E-Mail: kim-it@uni-hohenheim.de

fehlt: Info zu Internet/WiFi/LAN-Kabel Wohnheim

fehlt: ggf. Info zu dt. Sim-Karten und woher man die (günstig) bekommt

fehlt: Wetter-Website oder Klimadiagramm/-tabelle → ggf. Empfehlung Kleidungsstücke (und wo man diese in Stuttgart kaufen kann)

Checkliste (S.1): bitte auf Welcome Guide des AA verweisen (→ [https://www.uni-hohenheim.de/fileadmin/uni_hohenheim/Studium/Internationale Bewerber/Welcome Week/Welcome Broschuere EN.pdf](https://www.uni-hohenheim.de/fileadmin/uni_hohenheim/Studium/Internationale_Bewerber/Welcome_Week/Welcome_Broschuere_EN.pdf), da dieser aktualisiert wird, wenn sich Änderungen ergeben).

Ihr könnt dann die Punkte in einer Checkliste verschriftlichen, bei denen die Buddies begleiten können/sollen.