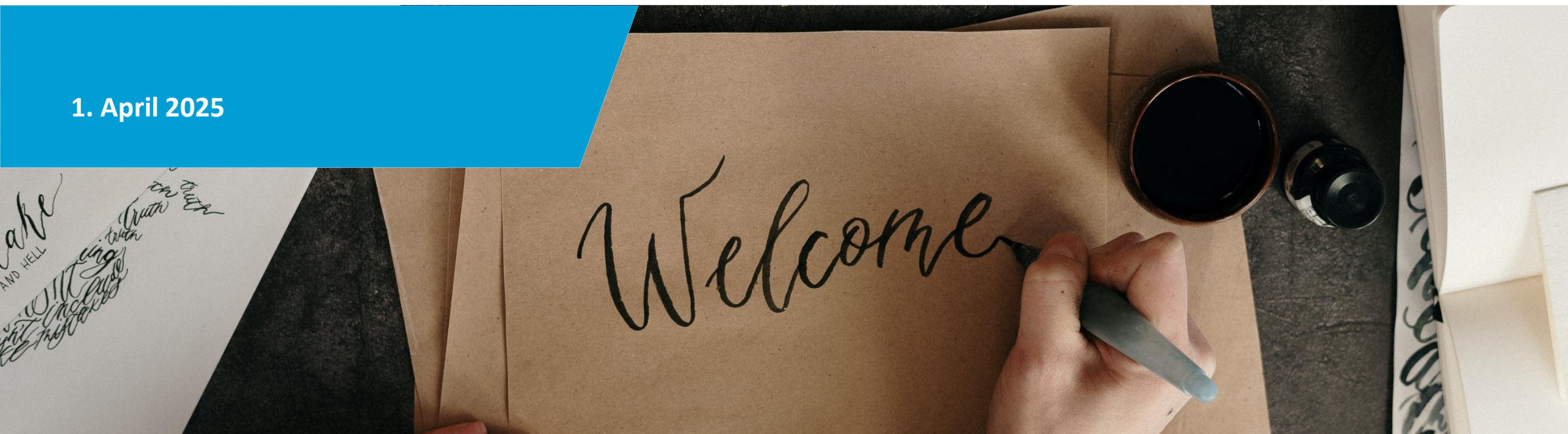


Welcome!

Orientation Days for International Students
First steps in Siegen

uni-siegen.de

1. April 2025



Who is who



You are here:

Studienservice Center (Sandstraße 16-18, 57072 Siegen)



Here you may find:

- Ground floor: information counter & snacks
- 1st floor: STARTING (admission)
- 2.1 floor: Student Living Room (SLR) + LEOs
- 3rd floor: Language Center
- 4th floor: International Office
- Basement: SESAM (self learning centrum of the language center)

Eva Grottschreiber



Advising and
supporting for
international degree
seeking students

Eva.grottschreiber@zv.uni-siegen.de

Alicia Platt



Advising and
supporting for
international
exchange students

Alicia.platt@zv.uni-siegen.de

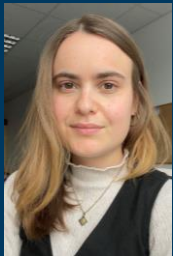
Janina Nüs



Coordination of
Forging
International
Talents (FIT in
Siegen)

janina.nues@zv.uni-siegen.de

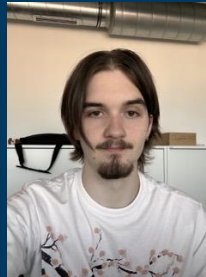
Gwendolyn Lange



Student Assistant
(degree-seekings)

isa-incoming@zv.uni-siegen.de

Luca Sahm



Student Assistant
(exchange students)

incoming.erasmus@zv.uni-siegen.de

Lena Bürger



Buddy program &
Support degree-
seeking students

[lena.buerger@zv.uni-siegen.de](mailto:lana.buerger@zv.uni-siegen.de)

María Eivar Fonseca



FIT in Siegen: Well
Being Coordination

maria.fonseca@zv.uni-siegen.de

Your contacts within the international office!

Floor 4 of the FS-Building
Sandstraße 16-18, Siegen

Regarding questions please contact:

Lena Bürger



lena.buerger@zv.uni-siegen.de

International Buddy Program

summer semester 2025

- Get help from local students getting started in Siegen
- Make new friends
- Enjoy social events
- Enhance your language and intercultural skills

PROMOTED BY THE DAAD AND
FUNDED BY THE FEDERAL
FOREIGN OFFICE



Deutscher Akademischer Austauschdienst
German Academic Exchange Service



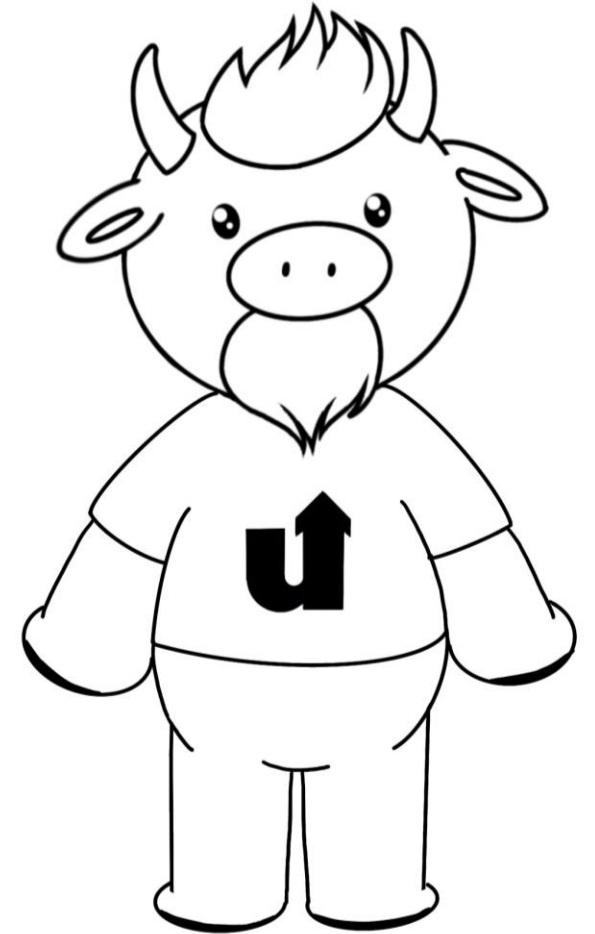
Auswärtiges Amt



REGISTRATION
DEADLINE:
06. APRIL 2025



Agenda for Your Orientation Days



	Tuesday, 01.04.	Wednesday, 02.04. !!Please bring your laptop!!	Thursday, 03.04. !! Campus Adolf-Reichwein (AR)!!		Friday, 04.04.
Morgens / Morning	9.30 a.m. F-S 002 (English) F-S 012 (Deutsch) Willkommen / Welcome Erste Schritte / First steps in Siegen	9.30 a.m. F-S 002 (Englisch) F-S 123 (Deutsch) Alles zum Studium / How to study	English group 10.00 a.m. Meet: In front of Mensa (AR) Campus Tour Adolf- Reichwein	Deutsche Gruppe 11.00 Uhr Treffen: vor der Hauptbibliothek (AR) Bibliotheksführung	10.00 a.m. F-S 002 Intercultural Aspects & Well-being / Interkulturelle Einblicke & Wohlfühlen
	Mittag / Lunch	Mittag / Lunch	Lunch	Mittag	Mittag / Lunch
Nachmittags / Afternoon	Ca. 2 p.m. F-S 002 (English) F-S 123 (Deutsch) Living in Germany - Do's and Dont's / Tipps und Tricks zum Leben in Deutschland	Ca. 2 p.m. F-S 002 (Englisch) F-S 123 (Deutsch) Freizeitgestaltung / Free time activities	12 a.m. / 1 p.m. Meet: In front of main library (AR) Library tour	13.00 Uhr Treffen: Vor der Mensa (AR) Campus Tour Adolf- Reichwein	1 p.m. Siegen ZOB (Meet: Kugelbrunnen in der Mitte / Globe fountain in the middle) City Tour
Abends / Evening	Selfcare Session SLR / Welcome Dinner with ESN	Board-Game Night ESN	7.00 p.m. International Stammtisch Schabernack (Kornmarkt 10, 57072 Siegen)		Pub Crawl ESN

Orientation BINGO



Collect as many Siggis as you can to get a nice surprise gift from us!

All you have to do is showing us the stamp card at the end of the certain event!



First steps



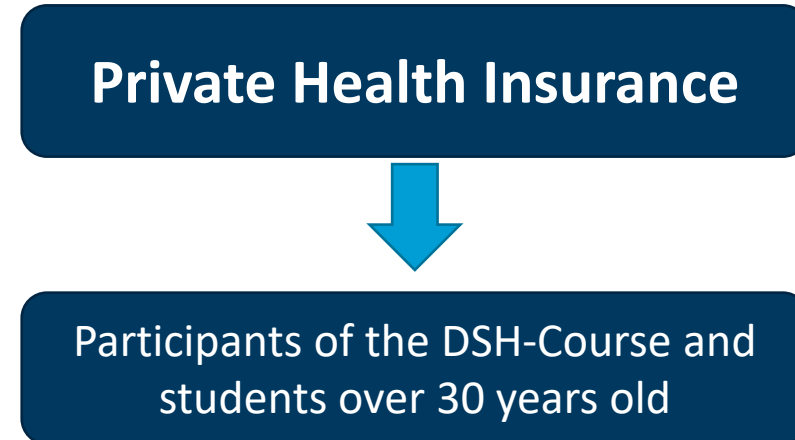
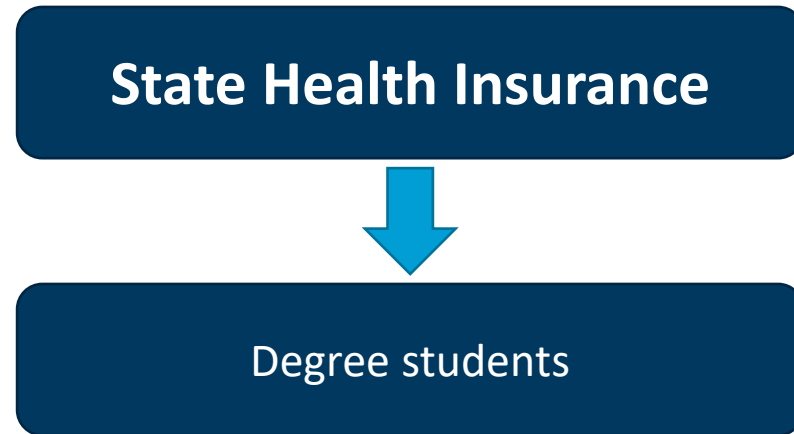
Registration at unisono & Enrollment

Are you already completely enrolled?



- 1.) Registration at unisono
 - Enter your personal data
 - Upload documents and a photo
- 2.) Welcome email
- 3.) Transfer of the semester fee
- 4.) Enrollment

Healthcare System



- Everyone **MUST** have a health insurance.
- You can choose your insurance company by yourself.
- Especially if you go for private health insurance: please check if everything important is covered! (Please note: pregnancy for example is often not covered)
- If you have any questions feel free to turn to us.

Info:

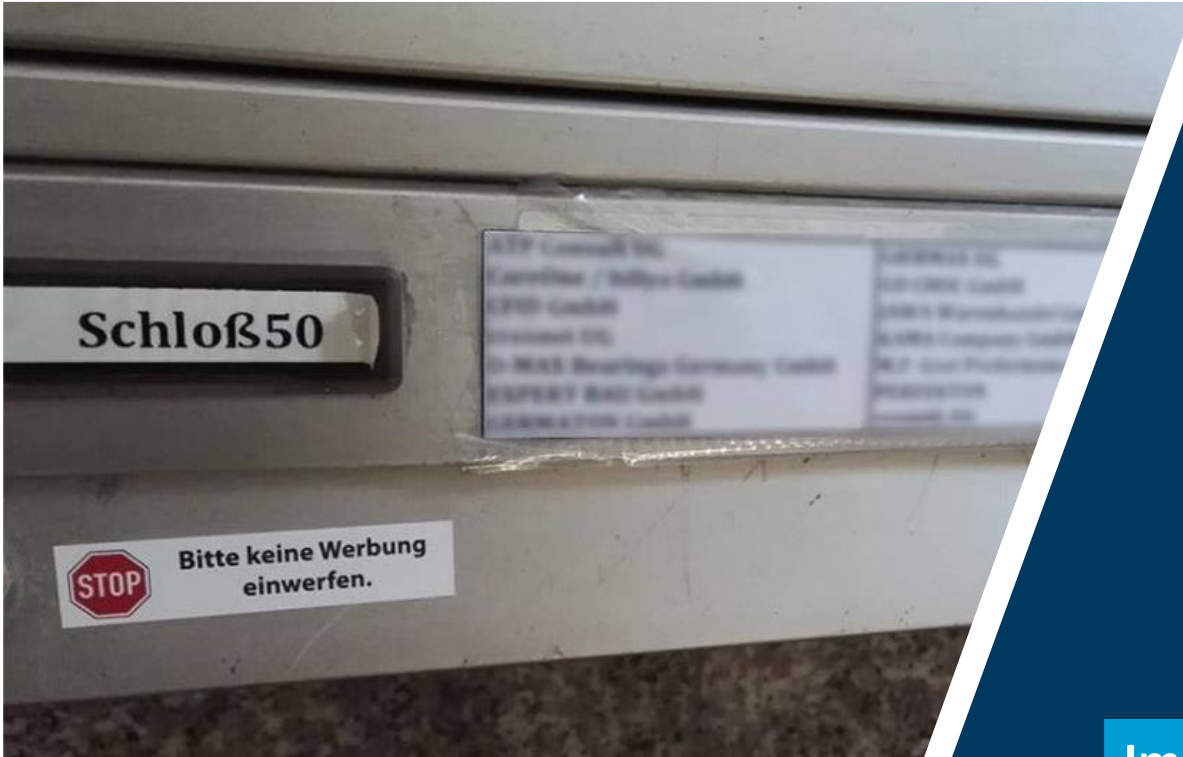


First Steps After Arrival, part I

Stay in Siegen

1. Rental Agreement / „Wohnungsgeberbestätigung“ / Letter Box
2. Registration at the Citizens' Registration Office
3. Visa / Application for a Residence Title
4. Bank Account
5. Radio & TV Licence (Broadcast Contribution)
6. Liability Insurance
7. Finances / Opportunities for student jobs

1. Rental Agreement / Wohnungsgeberbestätigung / Letterbox



➤ Has everyone found an accommodation?

- Sign your **rental agreement** and ask for the '**Wohnungsgeberbestätigung**' (confirmation of your landlord).

Important: Put your name on your letter box as you will receive important letters.

Example of „Wohnungsgeberbestätigung“

EINZUG Wohnungsgeberbestätigung zur Vorlage bei der Meldebehörde (§ 19 Bundesmeldegesetz (BMG))	
Auszug aus § 19 Abs. 1 Satz 1 und 2 BMG Mitwirkung des Wohnungsgebers (1) Der Wohnungsgeber ist verpflichtet, bei der An- oder Abmeldung mitzuwirken. Hierzu hat der Wohnungsgeber oder eine von ihm beauftragte Person der meldepflichtigen Person den Einzug oder Auszug schriftlich oder elektronisch innerhalb der in § 17 Absatz 1 oder 2 genannten Fristen (2 Wochen) zu bestätigen.	
Angaben zum Wohnungsgeber:	
Familienname / Vorname oder Bezeichnung bei einer juristischen Person:	_____
Straße / Hausnummer / Adressierungszusätze:	_____
PLZ / Ort:	_____
Telefonnummer: (Angabe freiwillig)	_____
<input type="checkbox"/> Der Wohnungsgeber ist gleichzeitig Eigentümer der Wohnung - oder - <input type="checkbox"/> Der Wohnungsgeber ist nicht Eigentümer der Wohnung. Der Name und die Anschrift des Eigentümers lauten: Familienname/Vorname oder Bezeichnung bei einer juristischen Person: _____ Straße / Hausnummer / Adressierungszusätze: _____ PLZ / Ort: _____	
Anschrift der Wohnung in die eingezogen wird:	
Straße / Hausnummer:	_____
Zusatzangaben (z.B. Stockwerks- oder Wohnungsnummer):	_____
PLZ / Ort:	_____
In die oben genannte Wohnung ist/sind am _____ folgende Person/en eingezogen: Datum Einzug	
Familienname:	_____ Vorname: _____
Familienname:	_____ Vorname: _____
Familienname:	_____ Vorname: _____
Familienname:	_____ Vorname: _____



2. Registration in Siegen



For registration at one of the city halls you must make an **appointment** in advance!

<https://termine-buergerdienste.siegen.de/>

(Since the website is only available in German, we recommend using your browser's translation feature to English or find help [here](#).)



Please bring the following:

- ✓ Passport
- ✓ „Wohnungsgeberbestätigung“ (printed and signed)

If you live in another city than Siegen, please contact the „Bürgerbüro“ of your city.

3. Visa and Residence Permit

This applies to students who are **not** an EU-or EEA-citizen (European Union or European Economic Area):

- You have to apply for a residence permit before your visa expires

Please remember to ask for an extension in time (3 months before your permission expires)!

- Therefore: ask for an appointment at the Foreigners' Registration Office („Ausländerbehörde“) of the city or the region of Siegen
- Please bring:
 - ✓ passport
 - ✓ certificate of studies



3. Visa and Residence Permit

According to the Foreigners' Registration Office, your studies have to be completed within a specific time frame (usually standard period of study +50%)

- Bachelor: 6 semesters + 3 semesters → 9 semesters
- Master: 4 or 5 semesters + 2 semesters → 6-7 semesters

This means: **20 credit points per semester!**

If your studies happen to take longer let the Foreigners' Registration Office know ahead of time so problems can be avoided!

If you want to **change your course of studies**, you are only allowed to do so during the **1st-3rd semester**. In any case, you have to inform the Foreigners' Registration Office before!!



3. Visa and Residence Permit

You can get the extension as well as further information at the **Foreigners' Registration Office**.



Please always stay polite and honest!!

If you face any problems, feel free to contact us (ISA) → we'll do our very best to help you!

TIPS

If you get a letter from the Foreigners' Registration Office (or other) that you do not understand, please come to us and ask for help.

Do not ignore letters from any authorities!

4. Bank account

You need to open a bank account for regular transfers.

You can activate automatic (monthly) payments, for example for your rent.

Bank comparison:

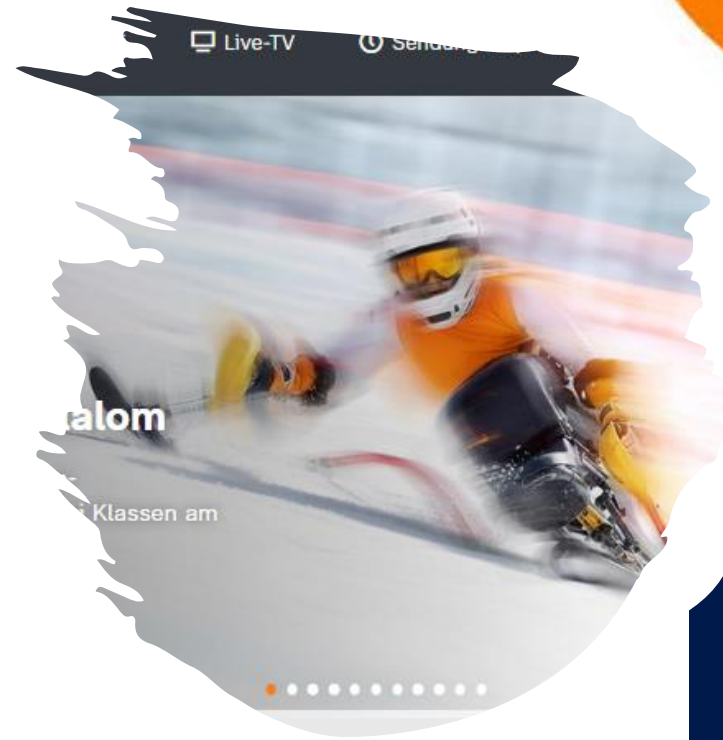


Watching ~~Netflix~~ German TV & Chill?

-> The German Broadcast
Contribution (Rundfunkbeitrag):

The German “Rundfunkbeitrag” is an
obligation for all citizens full of age.

It funds radio and television (even if
you do not have a TV or Radio).



5. Costs of Broadcast contribution (Rundfunkbeitrag)

- ONE flat= ONE Rundfunkbeitrag (contribution)
18,36 Euro €/month
- Each (shared) flat only has to pay **one contribution a month**. If more than one person lives in this flat, only one person transfers money and all the others have to transfer their part to the paying person. (Same applies to some student dormitories.)

Important: You can then indicate the number of the paying person to the contribution service, if it's not yourself (ask your roommates for the number!).

Please register: www.rundfunkbeitrag.de



5. Broadcast contribution (Rundfunkbeitrag)

Payment rhythm

There is the possibility to indicate the frequency of the payment
(e.g. every 3 months or every 6 months).

For 3 months → 55,08 Euro

For 6 months → 110,16 Euro

Payment method

SEPA-Lastschrift
Bank transfer



6. Liability Insurance and Contents Insurance (optional, but highly recommended)



If you hurt someone or break something it can become very expensive in Germany!

- This is why a liability insurance is advisable.
- Costs just a few euros per month.
- You can get one for example at an insurance company or at a bank.

6. Liability Insurance and Contents Insurance

Liability Insurance	Contents Insurance
<p>e.g. if you:</p> <ul style="list-style-type: none">• hurt someone• damage something• lose your keys (included only in some insurance policies)	<p>In your home e.g.:</p> <ul style="list-style-type: none">• fire• damage by water• burglary <p>→ For some rental agreements contents insurance is required</p>



7. Finances / Working possibilities

Please plan your finances early enough because you do not get any financial support from ISA, the University or the city!

If you need help planning your finances, please turn to us!

Please note: International students are allowed to work 140 full or 280 half days within one year!

Attention: if you do not have any German language knowledge, it will be hard to find a job.

So: work on your German! 😊

Further information about the language center at the university:

www.uni-siegen.de/sprachenzentrum



7. Where can I find open job positions?

- **Jobvermittlung/ Job placement for students at the University of Siegen:**
<https://www.jobvermittlung.uni-siegen.de>
- **Jobs at the university for student assistants:**
https://jobs.uni-siegen.de/content/HK/?locale=de_DE
- **Jobs in the region South Westfalia:**
<https://www.karriere-suedwestfalen.de/>
- **Uni Siegen App** (set up a profile)



And common websites for job search:

- Stepstone
- Indeed
- Jobware
- Bundesagentur für Arbeit (Jobcenter)

First steps after arrival, part II

Preparing for your studies

- Activation of your ZIMT-Account in unisono (for student mail-address, WIFI-access)
- WIFI at the University
- Semester Ticket & Welcome Money
- Student ID & Library Card
- Useful Apps

Student email account

- After successful enrolment
- Activation on unisono („Student's corner“ -> „ZIMT Account“ -> link)
- Check your email account regularly as university administration and lecturers will use it frequently.



Be aware that the link of the website that you register at includes auth.uni-siegen.de/



WiFi at the University

eduroam service (educational roaming)

- > WiFi access at all buildings at the University of Siegen
- > WiFi access at all other universities and academic institutions that also use eduroam



Secure access to EDUROAM – here is how:

Recommendation: **setting it up with the geteduroam app**, as the server certificate is checked when logging into the eduroam WiFi → increasing security.

With the help of the tool, an (almost) automatic configuration of the eduroam profile is possible for the majority of mobile devices.

It is important that the device receives the eduroam network during installation so that it can connect to it directly and that in all cases “**@uni-siegen.de**” is entered after the user name when the access data is requested (e.g. **g123456@uni-siegen.de**).

The setup tool is available here:

<https://www.geteduroam.app>

In case it doesn't work: get help from our technical support tomorrow!



geteduroam

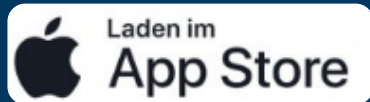
NORDUnet, DeIC, SURF, GÉANT, govroam NL and IAS. Co-funded by the European Union



Semester Ticket



- ✓ Enrollment
- ✓ Mail received at your student's mail address ("Bestätigung des Deutschlandtickets"): personal activation code to register at the VWS portal and activate your D-ticket in the VWS ticket app



<https://apps.apple.com/de/app/vws-tickets/id6447968648>



<https://play.google.com/store/apps/details?id=de.amcon.ticketingapp.prod.vws&pli=1>



Information on registration in the app

Welcome money



You have the possibility to get a refund for the local semester ticket for the first time you register in **Siegen**!

Steps:

1. Register your new adress at the Bürgerbüro.
2. Go to AStA and bring:
 - Certificate of Studis
 - „Erstwohnsitz-Meldebescheinigung“ you get when you register your adress.

AStA

<https://www.asta.uni-siegen.de/>

Uni Siegen App

The Uni Siegen App offers you everything you need to start your studies well prepared!



 Cafeteria

 Calendar

 Library

 To-Dos

 Freshman

 Links

 Bibliothekskatalog

 Unisono

 Moodle



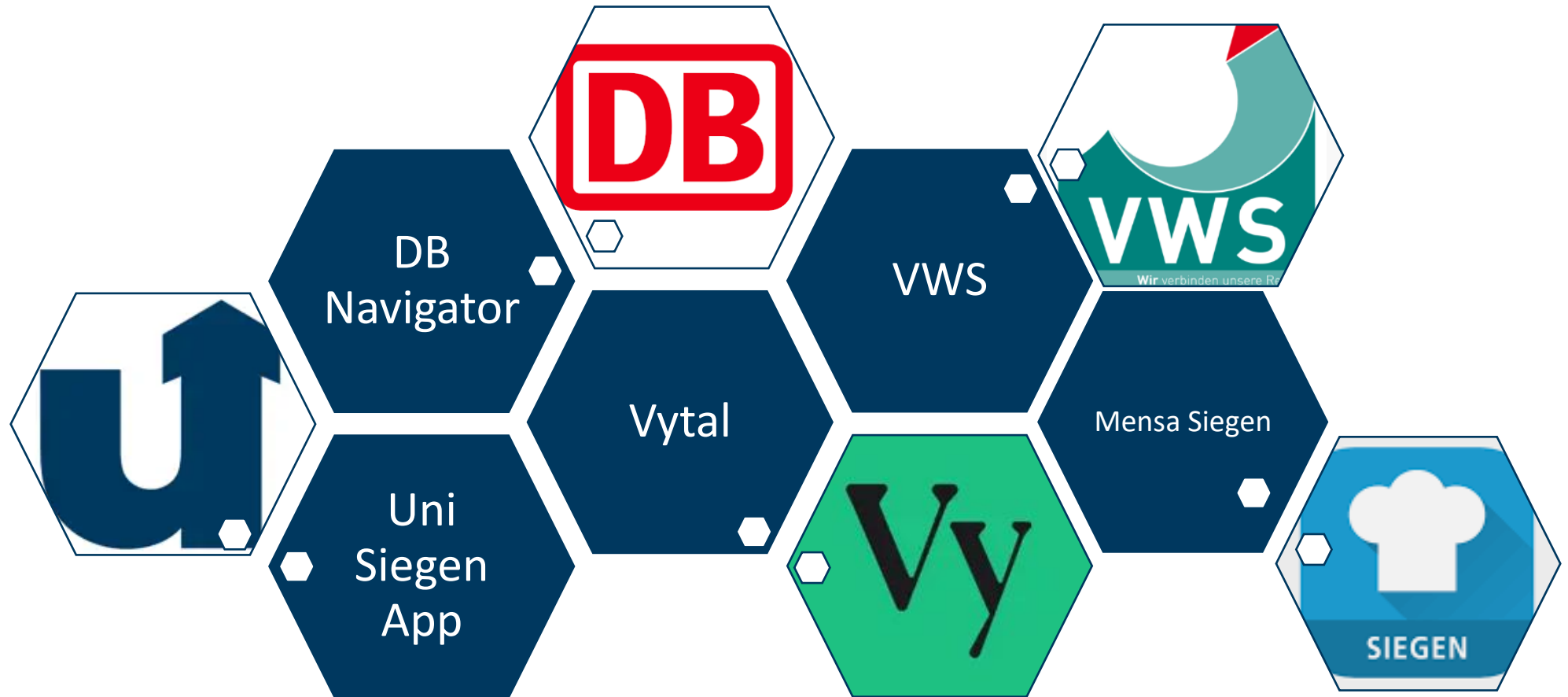
Uni Siegen ⁴⁺
CampusApp Universität Siegen
[UniNow GmbH](#)
Entwickelt für iPad
★★★★ 4,4 • 21 Bewertungen
Gratis

To use the **digital student ID card**:

- ✓ register with your university access data (as your student email account)
- ✓ student ID card is automatically stored in the app when you enroll or re-register for the new semester.

To use the **digital library card**, you will need to activate it at the University Library.
We will visit the Library on Thursday.

Useful Apps



Information about your studies

All information regarding timetables and study contents will be given in the Introduction for the First Semester Students (ESE) (if applicable), from your academic advisor, the Examinations Office and/ or the Student Council or the faculty representatives:

www.uni-siegen.de/ease



The semester starts on
April 1, 2025.

The lecture period starts
on **April 7, 2025**
and ends on
July 18, 2025



Information about
Deadlines and
General Dates:

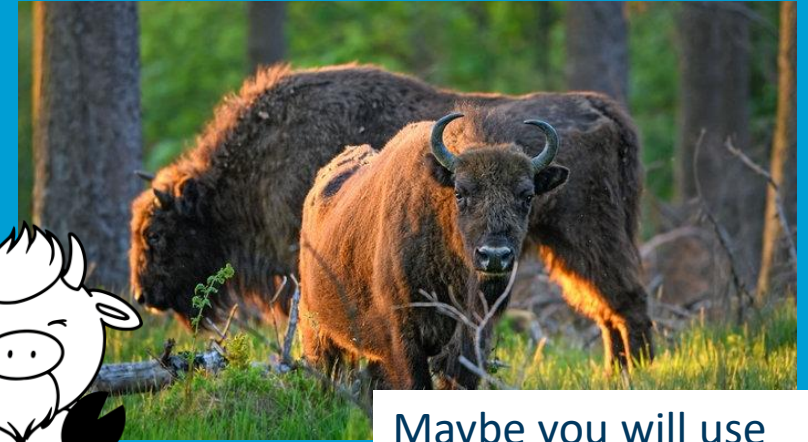
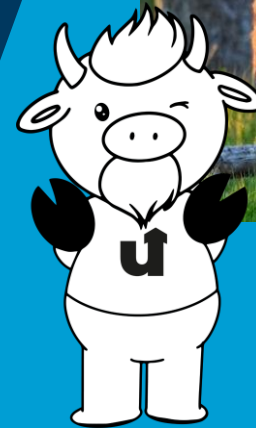


Public Holidays in Germany 2025 (Feiertage) in the summer semester:

Date	Holiday
18 April	Good Friday (Karfreitag)
21 April	Easter Monday (Ostermontag)
1 May	Labour Day (Tag der Arbeit)
29 May	Ascension Day (Christi Himmelfahrt)
9 Jun	Whit Sunday (Pfingstmontag)
19 Jun	Corpus Christi (Fronleichnam)

Lecture free days
7 Jun – 10 Jun

Shops will be closed!!



Maybe you will use
your free time to visit
the real Siggie?

Some dates differ from year to year.
Holidays might be different in other states
than NRW!

Uni Campus / Buildings

There are several campus / buildings at the university!

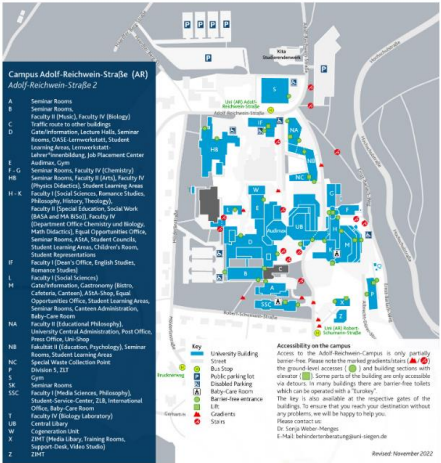
Building	Abbreviation
Adolf-Reichwein-Straße	AR
Hölderlin	H
Paul-Bonatz	PB
Emmy-Noether-Campus	ENC
Unteres Schloss	US
Studienservice Center	F-S
And others	

Overview:



http://www.uni-siegen.de/start/kontakt/anfahrt_und_lageplaene/?lang=de

Campus Adolf-Reichwein-Straße (AR)



Help & counselling

Short overview at the universities units that are important for you

STARTING (Admission & Enrollment)	Your Faculty (Fak I, Fak II, Fak III, Fak IV, Fak V)	International Office: International Student Affairs (ISA) (Consulting during your study)
Examinations Office (exam registration, transcripts)	ZIMT (IT-services)	Language Center
Career Service	Library	Studierendenwerk

Department ISA (International Student Affairs)

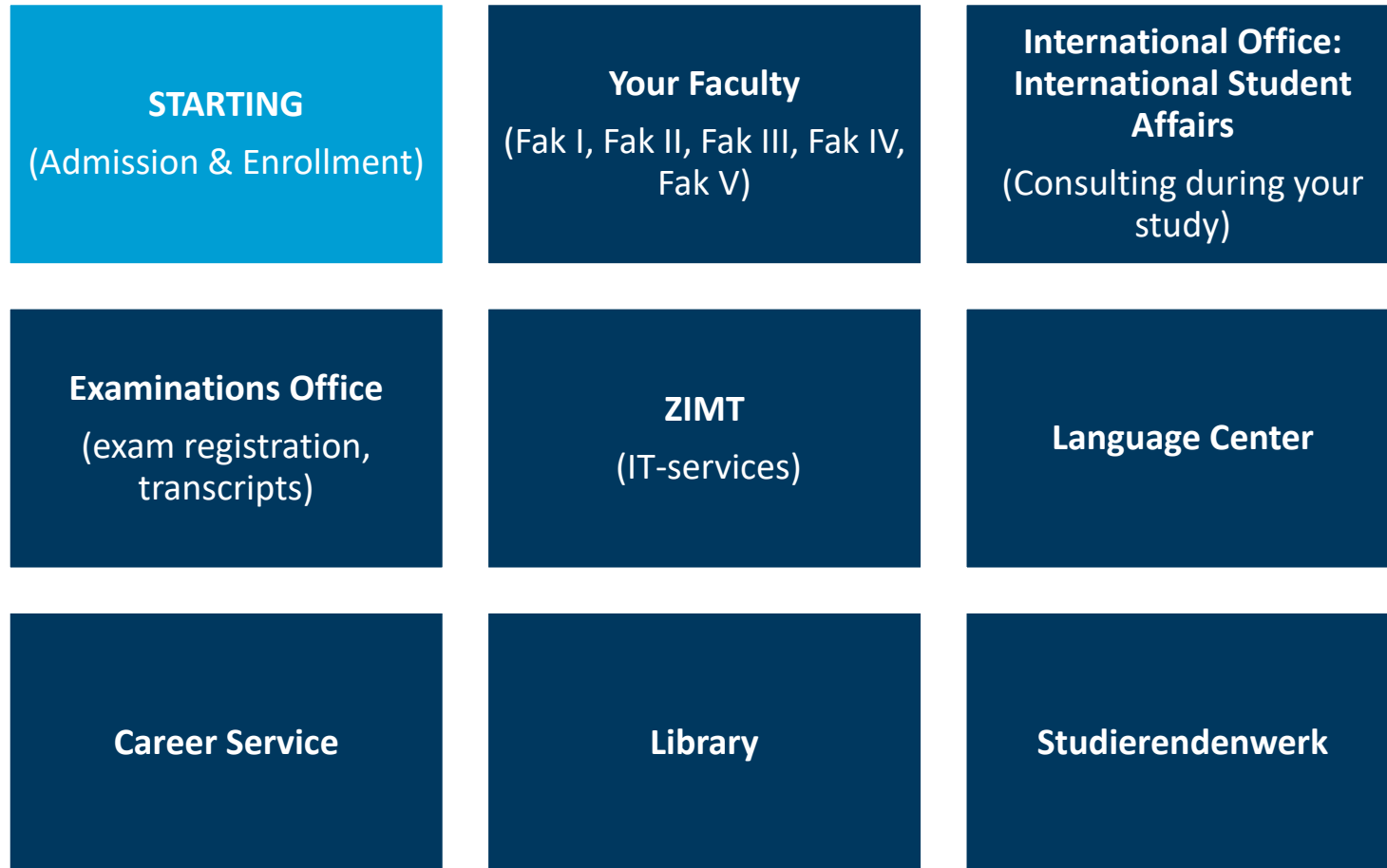


The department International Student Affairs is happy to be there for you while you're studying in Siegen!

Our tasks:

- Advising and supporting international degree-seeking-students
- Advising and supporting exchange students (incoming, outgoing)
- Advising on stays abroad (semesters abroad, language assistance, internships, etc.)

Short overview at the universities units that are important for you



Department STARTING

(Admission, Registration and Training in German Language/ DSH-Courses)

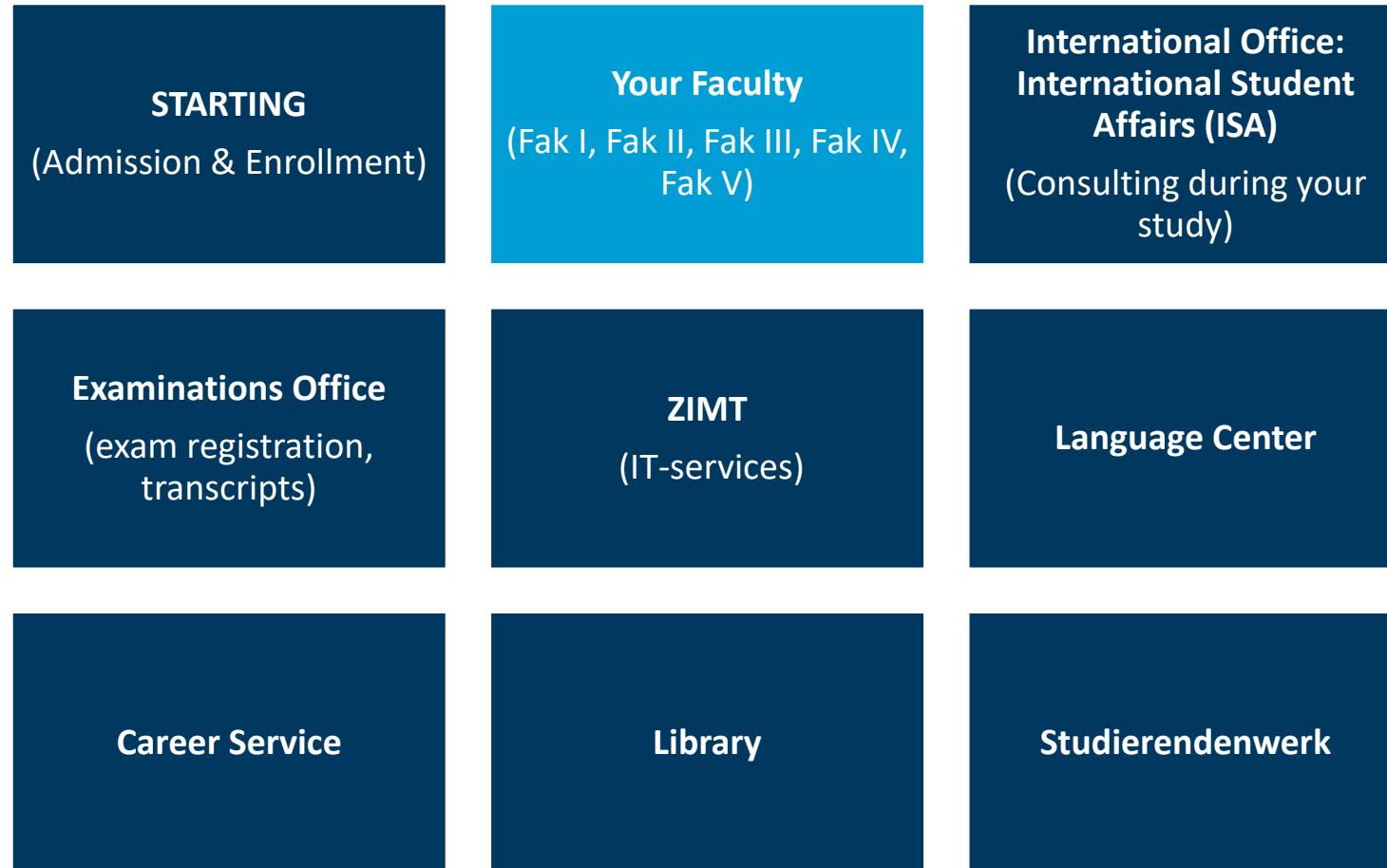
The department STARTING is responsible for you as an International Student. They help you with questions regarding:

- Admission, Enrollment, Access Data to Unisono
- Re-registration, leave of absence, change of study program, exmatriculation
- Organization and implementation of German language courses (DSH-courses) to prepare students for their studies

The team will be happy to help you!



Short overview at the universities units that are important for you



Your Faculty & Your Academic Advisors



Faculty I: Faculty of Arts and Humanities

Dr. phil. Luz Elisabeth
Pacas Castro
pacas@phil.uni-siegen.de



Faculty II: School of Education, Architecture and the Arts

Josephine Krüger
josephine.krueger@uni-siegen.de



Faculty III: School of Economic Disciplines

Moonum Zehra (Bereich
Internationales allgemein)

For Master MEPS and HCI
you have special advisors



Faculty IV: School of Science and Technology

Faria Afzal
igs.advisor@nt.uni-siegen.de

Ilka Kureck
EMINENT
ilka.kureck@uni-siegen.de

Help and counselling



If you face any problem or you have questions, please contact us!

Students' representatives

(Allgemeiner
Studierenderausschuss= AStA)
www.asta.uni-siegen.de

Student Living Room (F-S 222): Help
with all general questions from
fellow students

Psychological Counselling

(Psychologische Beratung)

[www.uni-
siegen.de/zsb/psychologische/?lang
=d](http://www.uni-siegen.de/zsb/psychologische/?lang=<u>=d</u>)

Family Service Office

(Familienservicebüro)

[www.uni-
siegen.de/familiengerechte hochsch
ule/familienservicebuero](http://www.uni-siegen.de/familiengerechte_hochschule/familienservicebuero)

Security on Campus

0271 – 740 2600

bmteam@uni-siegen.de

Accident/ Fire/ Emergency

112 / 911

(in the whole of Europe and free of
charge)



**Make sure to stay updated
on what the International
Office offers for you**



Instagram

Follow us



on Instagram



Quellen der verwendeten Bilder:
<https://suedwestfalen.portal.pixelboxx.com> - www.pexels.com - <https://pixabay.com> - www.uni-siegen.de

FOLLOW int.students_siegen

Contents:

- Events of FIT (Forging International Talents)
- International Stammtisch
- Buddy-Program
- Useful tips for living in Germany
- Tips for leisure time



SCAN ME



ISA Newsletter

Stay updated! 😊



SCAN ME

Uni Siegen Website





For general information


/ start /

Home


- University of Siegen
- Schools/Faculties
- Studies
- Research
- International Affairs
- Career
- News and Press
- Diversity, Gender Equity and Inclusion
- Contact

University of Siegen on ...


 **ATHENA**
EUROPEAN UNIVERSITY

Welcome to the University of Siegen



Studying at the University of Siegen

We are a modern, high-profile university with an international orientation. The University of Siegen is guided by the central principle: „Shaping a humane future“. Students and academics from



Research

University of Siegen is wide range of research across five different sc

**Homework: Activate
your e-mail address &
bring your laptop!**

