Arrival Checklist

CHILD CARE

- Kindergarten and Nursery School
  Registration at Kita-Portal: https://kitaportal.bremen.de/en/

- School
  Compulsory schooling from age 6 or 7, registration possible after city registration

- Dual Career Services
  www.bremen-research.de/welcome-center/services#c1100

ABOUT THE WELCOME CENTER

- Office Hours
  Mondays and Thursdays 10:00 – 12:00 at building SFG 0330, and on appointment

- Events & Workshop
  For more information and registration please visit the following link:

- Café International
  Our round table takes place every Wednesday 16:00-18:00 on the 2A floor of GW2 building (red sofas). Join us for coffee, snacks, and intercultural exchange.

- Instagram
  www.instagram.com/welcomecenter_ubra/

- Facebook
  Join our group: U Bremen Research Alliance Welcome Center
  www.facebook.com/groups/welcomecenter

IMPORTANT CONTACTS ON CAMPUS

- Human Resource Department (Department 2) for employees of University of Bremen:
  www.uni-bremen.de/dezernat2

- Research Services - Unit 12
  www.uni-bremen.de/en/research/support-for-researchers/contact-persons
  - BYRD (Doctoral Researchers & Postdocs): www.uni-bremen.de/en/byrd

- Recognition of Foreign Academic Certificates
  www.uni-bremen.de/en/foreign-academic-certificates

USEFUL ADDRESSES FOR REGISTRATION AND RESIDENCE PERMIT

- BSU (BremerService_ Universität) www.uni-bremen.de/bsu
  Bibliothekstr. 6, 28359 Bremen, bsu@uni-bremen.de

- Migration Office (Migrationsamt) www.service.bremen.de/di___migrationsamt__100086-100086
  Stresemannstraße 48, 28207 Bremen, (0421) 361-88630

* Please note that we do not guarantee completeness and accuracy.

Stand 06/2023
REGISTRATION WITH THE WELCOME CENTER DATABASE

- Register with the Welcome Center to receive services and useful information
  www.bremen-research.de/en/welcome-center/services/registration

ACCOMMODATION

- Accommodation
  Helpful links for your housing search can be found on our website:

CITY REGISTRATION & RESIDENCE PERMIT

- City Registration (mandatory if your stay exceeds 3 months):
  At BürgerServiceCenter-Stresemannstraße, within 2 weeks of arrival
  - Make an appointment: www.termin.bremen.de/termine/select2?md=4&lang=de_DE
  - Bring with you:
    - passport, address registration form, confirmation of the landlord (Wohnungsgeberbestätigung)
  After registration the following will be mailed to your address:
  - Tax identification number (Steueridentifikationsnummer), sent within 14 days to your German address
  - TV & Radio Licence Fee (Rundfunkbeitrag, GEZ), mandatory to be paid for all citizens

INSURANCE & BANK ACCOUNT

- Health Insurances
  Public (e.g. AOK, DAK, TK) or private basic insurances (e.g. DAAD insurance)
  Further information: www.daad.de/en/study-and-research-in-germany/plan-your-studies/health-insurance/
  Social Security Number (Sozialversicherungsnummer), sent within 4 weeks after registration for health insurance

- Liability, House and Contents Insurances
  Important in case of property damage or burglary, search for “Haftpflicht- und Hausratversicherung”

- Opening a Bank Account
  Directly at the bank branch (e.g. at Sparkasse Bremen on campus or Santander Bank in city center) or use online services (N26, Tomorrow.one, etc.)
  Bring with you: Passport, address registration form of German address, tax ID

ON CAMPUS (ACCOUNTS, CARDS ETC.)

- Email Account (Uni Bremen)
  Apply at the Zentrum für Netze (ZfN)
  www.uni-bremen.de/en/zfn
  Bring with you: Passport and employee ID/student ID

- Library Card
  Apply online: www.suub.uni-bremen.de/infos registrieren
  - For Uni Bremen staff/students: Free
  - For guest staff/students: 10€

- Mensa Card (Canteen Card)
  Apply at „Info-Point“ at the Mensa/Boulevard
  Bring with you:
  - Passport and employee ID/student ID
  - 10 Euro cash to be paid as a deposit

- University Sports
  Find university sports courses at www.hospo.uni-bremen.de

DOCTORAL RESEARCH

- Enrollment at the University
  Possible at the Sekretariat für Studierende International (SFS-I), building VWG
  www.uni-bremen.de/en/studies/orientation-application/applying-for-a-place/applications-from-abroad

- German Course
  Courses for International Researchers by Welcome Center
  Starting in Spring/Fall:
  Private Language Schools, starting all year around
  Casa, VHS, Goethe Institut, Paritätisches Bildungswerk, etc.

PUBLIC TRANSPORTATION/ BSAG

- Ticket options
  - Semester Ticket (after enrollment)
  - Student Ticket (for PhDs who are not enrolled)
  www.bsag.de/tickets/ticketinfo-und-fahrpreise/wochen-und-monatstickets.html
  - Job Ticket (Application via the Human Resources Department)
  - Monthly / Yearly Ticket
  www.vbn.de/tickets/ticketangebot/monatsticket
  - Bob Card (best for spontaneous and occasional travelers)
  www.vbn.de/en/tickets/bob
  - Deutschlandticket (Germany-wide monthly ticket)
  www.deutschlandticket.de