

CHILDCARE

- 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
Please get in touch with Welcome Center: welcomecenter@uni-bremen.de
- 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:

www.bremen-research.de/en/welcome-center/translate-to-english-veranstaltungen

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 (BremenService_Universität)** www.uni-bremen.de/bsu
Bibliothekstr. 6, 28359 Bremen, bsu@uni-bremen.de
- **Migration Office (Migrationsamt)** www.service.bremen.de/dl__migrationsamt_100086-100086
Stresemannstraße 48, 28207 Bremen, (0421) 361-88630



UBremen
Research
Alliance

Welcome
Center

Arrival Checklist

U Bremen Research Alliance
Welcome Center/o Universität Bremen
Enrique-Schmidt-Str. 7, Building SFG, Room 0330
28359 Bremen

Tel: +49 (0)421 - 218 60381/82
E-Mail: welcomecenter@uni-bremen.de

Homepage: www.bremen-research.de/welcome-center
Instagram: www.instagram.com/welcomecenter_ubra/
Facebook: www.facebook.com/groups/welcomecenter

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:
www.bremen-research.de/en/welcome-center/translate-to-english-leben-in-bremen-und-bremerhaven/translate-to-english-wohnen

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_DEBring 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
- ❑ For non-EU citizens *only* -> **obtaining a residence permit**:
At **BSU**, within 90 days of arrival or approx. 1 month before expiration of visa via bsu@uni-bremen.de
- ❑ **Welcome Money**
For **PhD Students** registered in Bremen for at least **12 months**: 150€
www.bsu.uni-bremen.de/bg/antragbg.php

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"
Further Information: www.make-it-in-germany.com/en/living-in-germany/money-insurance/additional
- ❑ **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 COURSES

- ❑ **German Course**
Courses for International Researchers by Welcome Center
Starting in Spring/Fall:
www.bremen-research.de/en/welcome-center/translate-to-english-leben-in-bremen-und-bremerhaven/translate-to-english-deutsch-lernen
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