University of Konstanz
Exchange Studies
Summer Semester 2024
EU/EEA Formalities

Webinar
28.11.2023
10.30 CET
(UTC+1h)

– uni.kn/en/international
Today’s Webinar is hosted by:

**Frank E. Lutzenberger**
Adviser for international exchange students
Coordination GO-Konstanz and OriPro

**Tina Bebensee**
Coordination Incoming Exchange,
Cooperations with USA and Canada

international.incoming@uni-konstanz.de
Topics

I. Bureaucratic Tasks for EU/EEA students

1. Mobility Online (work-flow)
   a) Admission (deadline was 15.11.2023)
      - Complete tasks in work-flow
      - Learning Agreement
      - Download the Letter of Admission
      - Buddy Programme?
   b) Enrollment (deadline is 15.1.2024)
      - EHIC/Provisional Replacement Certificate
      - Payment of Social Contribution Fee (and GO-Konstanz)
      - Photo for UniCard (student ID)
      - Exmatriculation Certificate

2. Other formalities
   a) German/European Bank Account (SEPA)
   b) Seezeit Accommodation

II. Last but not least

1. Next Webinars
2. Buddy Programme
3. Get connected!

III. Q&A
Remember:

- Please check your emails regularly for emails from the University of Konstanz or Seezeit (also spam folder)!
- Ultimate deadline for cancellation is:
  - For participants of GO-Konstanz: 15th February
  - For participants of OriPro: 15th March
I. Bureaucratic Tasks for EU/EEA students

1) Mobility Online (work-flow)

a) Admission (deadline was 15.11.2023)

☑ Complete tasks in work-flow (housing, admission, orientation programme)

Deadline was 15.11.2023!!!!
I. Bureaucratic Tasks for EU/EEA students

1) Mobility Online (work-flow)

a) Admission (deadline was 15.11.2023)

- Complete tasks in work-flow (housing, admission, orientation programme)
- Learning Agreement

Learning Agreement is NOT relevant for admission!

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<td>Petra Nagel</td>
<td>Download Letter of Admission and activate enrolment process</td>
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I. Bureaucratic Tasks for EU/EEA students

1) Mobility Online (work-flow)

a) Admission (deadline was 15.11.2023)

- Complete tasks in work-flow (housing, admission, orientation programme)
- Learning Agreement (is NOT relevant for admission)
- Download Letter of Admission to activate enrolment process!!!

[Diagram of Mobility Online work-flow]

- Application for Admission, Housing and Orientation Programme
- Transcript of Records
- Language Certificate
- Personal ID Card / Passport
- Housing - Proof of Payment for Deposit
- Learning Agreement

[Checklist of tasks completed]
I. Bureaucratic Tasks for EU/EEA students

1) Mobility Online (work-flow)

a) Admission (deadline was 15.11.2023)

- Complete tasks in work-flow (housing, admission, orientation programme)
- Learning Agreement (is NOT relevant for admission)
- Download Letter of Admission to activate enrolment process!!!
- Select, if you’d like to join Buddy Programme to activate enrolment process!!!
I. Bureaucratic Tasks for EU/EEA students

1) Mobility Online (work-flow)

b) Enrollment (deadline is 15.01.2024)

- EHIC/Provisional Replacement Certificate
  - Both sides of the card required
  - Validity period must cover entire duration of admitted studies (full semester)
  - Please apply for the EHIC (UK: GHIC) as soon as possible (can take several weeks!)
  - If you are 30 years or older: private health insurance sufficient
I. Bureaucratic Tasks for EU/EEA students

1) Mobility Online (work-flow)

b) Enrollment (deadline is 15.01.2024)

- EHIC/Provisional Replacement Certificate
- Payment for Social Contribution Fee and (if applicable) GO-Konstanz
  - Transfer voucher from your bank with:
    - bank details of University of Konstanz (purpose of payment!)
    - name of account holder and bank details of remittee and transferred amount visible?
I. Bureaucratic Tasks for EU/EEA students

1) Mobility Online (work-flow)

b) Enrollment (deadline is 15.01.2024)

- EHIC/Provisional Replacement Certificate
- Payment for Social Contribution Fee and (if applicable) GO-Konstanz
- Exmatriculation Certificate ("Exmatrikulationsbescheinigung")
  - Only if you have studied at a German university before
    (NOT: summer/winter school, language course, internship, tourist, etc.)

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Get Information and upload your Learning Agreement

Download Letter of Admission and activate enrolment process
I. Bureaucratic Tasks for EU/EEA students

1) Mobility Online (work-flow)

b) Enrollment (deadline is 15.01.2024)

- EHIC/Provisional Replacement Certificate
- Payment for Social Contribution Fee and (if applicable) GO-Konstanz
- Exmatriculation Certificate ("Exmatrikulationsbescheinigung")
- Photo for UniCard (student ID card) – use Mobility Online cropping tool!
I. Bureaucratic Tasks for EU/EEA students

1) Other Formalities

a) German/European Bank Account (SEPA)

German/European checking account is required for:

- Seezeit: monthly rents (direct debit)

You do not have a German/European (SEPA) bank account yet? You can open up a bank account online (app based), for example:

- N26
- Revolut
- Monese
I. Bureaucratic Tasks for EU/EEA students

1) Other Formalities

b) Seezeit Accommodation

Tenancy contract

- Will be sent to you by e-mail around mid/end of January (GO-Konstanz)
- Will be sent to you by e-mail around mid/end of February (OriPro)
- Must be signed and sent back to Seezeit by regular postal mail!!

- German/European bank account (SEPA) needed!
- Official move-in dates: 1./4.3.2024 (GO-Konstanz)
- Official move-in dates: 2./3.4.2024 (OriPro)
- You come with car? Ask for parking place to rent
- Arrange move-in appointment with tenant service
III. Last but not least

1) Next Webinars

XP2) Final Preparations & Info
III. Last but not least

1) Next Webinars

XP3) Introduction to Studies

Save the date:
Tue, 20.2.2024
14.30 CET (UTC+1)
III. Last but not least

2) Buddy Programme

Sign up for our Buddy Programme!!!
III. Last but not least

3) Get connected!

Mingle & socialize with other students!!

Konstanz Students 2023
https://discord.gg/PEy9JBcgTR
III. Q & A

Any questions?

Frank E. Lutzenberger (moderator)
Adviser for international exchange students
Coordination GO-Konstanz and OriPro

Tina Bebensee (chat)
Coordination Incoming Exchange,
Cooperations with USA and Canada

international.incoming@uni-konstanz.de