

International Office



OriPro

April 2024



Orientation Programme

4 + 5 April 2024

Coordinator Orientation Programme

Frank E. Lutzenberger, International Office

Room: A614

Phone: +49 7531 88-3060

E-mail: international.incoming@uni-konstanz.de

Coordinator German Language Courses (DaF)

Susanne Jahn, Language Institute (SLI)

E-mail: susanne.jahn@uni-konstanz.de

Support on campus

Whom to ask if you need help with:	Contact:
University e-mail and password, Eduroam, Cloud or VPN...	support@uni-konstanz.de
ZEuS	zeus-support@uni-konstanz.de
ILIAS	ilias-support@uni-konstanz.de
Printing, copying and scanning	canon.service@uni-konstanz.de
Library: access, lending, returning...	ausleihservice.kim@uni-konstanz.de
Finding courses, setting up course schedule, register for exams	Your respective Departmental Erasmus+/Exchange coordinator
Signature on Erasmus+ Learning Agreement	
Language Institute (SLI): Course info, registrations, exams...	sli.pruefungsverwaltung@uni-konstanz.de
German language courses in A level	martina.dietrich@uni-konstanz.de
German language courses from B1 up- wards	peter.kelbel@uni-konstanz.de
Transferrable skills (SQ): Course info, registrations, exams...	sq@uni-konstanz.de alina.timofte@uni-konstanz.de

International Office (INT): Course info, registrations, exams...	international.teaching@uni-konstanz.de
Academic Sports Service	hsp@uni-konstanz.de
Mobility Online, all non-academic issues	international.incoming@uni-konstanz.de

Seezeit



Student Housing / Support for International Students

Open consultation hours:

Room: Jan-Hus-Haus (Ground Floor), Rheingutstr. 34

Office hours: Tue, Thur 09.30 – 12:00

Room: Service Center CampusOffice Uni Konstanz, Floor A5

Office hours: Wen 09.30–12:00

E-Mail: wohnen@seezeit.com

Rents and Deposits

Gabriela Schöller

Office hours: Mon–Fri 9.00–12.00

Phone: +49 7531 9782 806

E-mail: mietbuchhaltung@seezeit.com

Caretaker Technical Emergency (outside of normal business hours)

Phone: +49 7531 88 7460

Internet Support

Phone: +49 7531 9782 882

E-mail: helpdesk@seezeit.com

Psychotherapeutic Counselling

Counselling topics:	How to book an appointment:
<ul style="list-style-type: none">○ Performance pressure, test anxiety○ Feelings of overconfidence, fear of failure○ Work and concentration disorders○ Motivation problems, postponement behavior○ Depressive moods, fears, restlessness○ Self-esteem problems○ Relationship and partnership conflicts○ Identity crisis○ Conflicts with parents, separation problems○ Contact problems○ Physical (psychosomatic) complaints○ Addictive behavior○ Sexual difficulties○ Sexual orientation○ Gender identity	<ul style="list-style-type: none">☑ Register by telephone Mon, Wed, Fri 11-12:00 Tel +49 7531 9782 230☑ Register by E-Mail: pbs@seezeit.com <p>Appointments on campus are available every weekday. Rooms K 313 – 315</p> <p>Please note that the current waiting time for an appointment can be up to 4 weeks.</p>

Service of the Equal Opportunities Office

Studis mit Studis (students hand-in-hand) is a programme that pairs students with others who have handicaps or a psychological health issue. They offer one-on-one and group-based support.

Send an email to: sms@uni-konstanz.de

Safety on campus:

Service point for reports on discrimination and questions relating to sexual discrimination, harassment, violence and stalking



Universität
Konstanz

What can I do in case
of discrimination?

uni.kn/antidiskriminierung



What is discrimination?

Discrimination is any form of devaluation, disadvantage or unequal treatment of individuals or groups on the basis of various perceptible or ascribed characteristics that are not directly perceptible.

If you'd like to learn more, should you experience antidiscrimination and/or would like to report an incident, please contact antidiskriminierung@uni-konstanz.de.

Sexual discrimination describes the disparagement of and discrimination against others based on their gender. **Sexual harassment** relates to verbal and physical abuse of another person. **Sexualised violence** includes criminal acts such as coercion and rape. **Stalking** was added to the German criminal code in 2007. It is regarded as an alternative form of harassment and constitutes a criminal offence. You are being stalked if another person intentionally and repeatedly follows and harasses you, thereby threatening your safety and severely impeding your ability to live a normal life.

Find guidelines on what to do in such cases, as well as the right contacts to contact on the [website of the Equal Opportunities Office](#).

Cases of sexual harassment should be reported to campussicherheit@uni-konstanz.de.

ESN Konstanz

You are new in Konstanz and you like to meet new people from different countries? Erasmus Student Network (ESN) Konstanz will help you!



We are a college group at the University of Konstanz. To sweeten incoming Erasmus students their stay in Konstanz, we organize events and excursions that both internationals and locals can enjoy together.

Despite our fun events we also provide any kind of support in case of troubles getting settled down in Konstanz. If you want to check out our events or have further questions, you can find us here:



Instagram: @esnkonstanz
Facebook: Erasmus Student Network Konstanz
E-Mail: esn@uni-konstanz.de

We are looking forward to getting to know you!

What is the ESNcard?

A must have for every international student is the ESNcard! With your ESNcard you profit from discounts both worldwide and locally in Konstanz for one year. Already existing partners are for example Ryanair, Flixbus, Logitech or Hostelling International as well as pubs and restaurants in Konstanz. Beside that you will also get a discount for our events. Further information about other partners and more is on the website www.esncard.org.

The ESNcard is only 10 Euros and definitely worth it ☺ You can purchase it during the orientation programme.

Welcome Stammtisch #3

Where?

Constanzer Wirtshaus
(Spanierstraße 3, 78467 KN)

When?

Tue, 02.04.2024, 20.00



Welcome Stammtisch #4

Where?

Constanzer Wirtshaus
(Spanierstraße 3, 78467 KN)

When?

Wed, 03.04.2024, 20.00

Get connected!

Join the Dicord server (from students for students). Meet students who live in the same dorms, who do the same sports...



Konstanz Students 2024

Stay tuned!

Join our brand-new Whatsapp Channel. We give regular updates on deadlines, events, and important news.



University of Konstanz | International Office

Orientation Programme

Thursday, 4 April

Registration & Collection of Welcome folder

When? Where? What?

9.00



G 300

Meeting point inside the University of Konstanz (building G) at the OriPro beachflag. Please present passport/personal ID card at registration desk.

Please bring:

- ✓ passport or ID card
- ✓ all devices that need wifi access
- ✓ cash
- ✓ Erasmus+ students: confirmation of arrival form (if applicable)

Free pretzels!

Welcome and introduction to OriPro April 2024

9.45 –
10.45

G 201

Warm welcome from the International Office for all new international students.

- ✓ Check content of the Welcome Folder
 - ✓ Install Eduroam app (open WiFi)
 - ✓ Submit municipal registration form – in welcome folder
 - ✓ Submit application for a residence permit for study purposes (all non-EU/EEA without long-term visa) – in folder
 - ✓ Introduction to the allocation procedures for joining appropriate German language courses
 - ✓ Introduction of tutors and student assistants of the International Office
- ...and much more

Group photo shoot and short break

10.45 –
11.15

Level G 1

We will take a photo for you and the International Office Instagram. Short break afterwards with free pretzels in G 300.

Explanation of OriPro April 2023 programme for exchange students

11.15 – 11.45	G 201	Explanation of the OriPro Orientation programme for new international students ✓ Mobility Online: What is left to do? ✓ Explanation of the formalities left to do ✓ Going through the programme step-by-step (Tina Bebensee, Frank E. Lutzenberger)
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Introduction to the University of Konstanz KIM IT Support

11.45 – 12.00	G 201	Introduction to the services of KIM IT-Support (Software/Hardware/support) and explanation of safety measures (do's & don'ts). (Christian Hartz)
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Welcome and introduction to StuVe & ESN Konstanz

12.00 – 12.30	G 201	Warm welcome from the students of the University of Konstanz, represented by Erasmus Student Network Konstanz and the Students' union. You will learn more about their services, activities and events.
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Purchase Studiticket

12.30 – 13.30	Seezeit Shop	Possibility to purchase Studiticket for the summer semester 2024 in the Seezeit Shop during lunch break.
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12.30 – 13.30 Lunch Break 

Introduction to Student Services – Students for Students

13.30 – 14.00	G 201	Introduction to the Tandem Programme, Nightline, the Writing Centre and uni bike rental & self-help bike repair workshop.
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Only Non-EU/EEA students: German statutory health insurances

14.00		Meet your local insurance agents from the following German statutory health insurance companies to complete formalities:
	H 303	AOK
	H 304	Barmer
	H 305	DAK
	H 306	TK

Purchase tickets

14.00 – G 203
16.00

Possibility to purchase tickets for the historical guided tours in Konstanz and Meersburg.
You can also buy the ESNcard



Registration for Sports Programmes of the Academic Sports Service

14.00 –
15.00

On 1 April at 14.00, the online registration for individual sports programmes of the Academic Sports Service officially starts. Since the sports programmes are very popular, many will be completely booked out within minutes, so be quick!
We will help you to register for the programs you would like to join.
You need your:

- ✓ matriculation no. (UniCard or enrolment certificate)
- ✓ German/European bank account details (IBAN/BIC)

G 206

Students who don't have an European bank account yet can register in-person at the Hochschulsport Office pay the course bill immediately by cash.

Campus Tours

14.00 – In front of
16.30 G 300

The International Office tutors and student assistants will guide you through the university main building, explain to you how to use the UniCard for printing, scanning and copying, for the lockers at the library entrances and how to charge the UniCard for Canon, Seezeit and much more.

Friday, 5 April

Purchase tickets

9-12.30 G203

Possibility to purchase tickets for the historical guided tours in Konstanz and Meersburg.
You can also buy the ESNcard.



Tour to Hochschulsport facilities

9.30	In front of	The International Office tutors and student assistants will guide take you to the sports area and facilities.
10.30	G300	
11.30		

German oral language assessment interview: (Groups 1–4, A-level)

Group 1: 8.30	H 304	This oral language assessment (approx. 10min per person), together with the prior written placement test, are pre-requisites to join the free courses in German offered by the Language Institute. After the interview, you will be assigned and registered to your German language course(s). Please read the offered courses carefully and select the courses you would like to take during the semester. No further action has to be taken to join the course(s).
Group 2: 9.30		
Group 3: 10.30		
Group 4: 11.30		

Please wait for your turn and until you are called in in front of the room at scheduled time.

Total beginners (group X) who have never had German classes before and haven't written the placement test but filled out the language biography will receive an email with the course assignment this afternoon by the latest until 17.00.

German oral language assessment interview: (Groups 5–8, from B1)

Group 5: 8.30	H 303	This oral language assessment (approx. 10min per person), together with the prior written placement test, are pre-requisites to join the free courses in German offered by the Language Institute. After the interview, you will be assigned and registered to your German language course(s). Please read the offered courses carefully and select the courses you would like to take during the semester. No further action has to be taken to join the course(s).
Group 6: 9.30		
Group 7: 10.30		
Group 8: 11.30		

Please wait for your turn and until you are called in in front of the room at scheduled time.

More information on the registration for German courses:

All A-level courses will start on 8 April. You will receive an email with your individual assignment to the German course(s) this afternoon until 17.00.

Group X (total beginners):

Students without German skills and any prior German classes that want to take German language courses during the semester and have filled out the language biography **do not need an oral assessment interview.**

Questions to German language courses:

You can contact the DaF-Team directly via email:

- Beginners (up to level A2): Ms Martina Dietrich
martina.dietrich@uni-konstanz.de
- Advanced (from level B1): Mr Peter Kelbel
peter.kelbel@uni-konstanz.de

12.30 – 13.30 Lunch Break



German Academic Culture & Working with ZEuS

13:30 – G 300 We will help you navigate through ZEuS and create a
15:00 TAN list together. Please bring your electronic devices with access to uni WiFi and your data sheet. (Frank E. Lutzenberger)

EXCHANGE-DAY #5: Faculty of Science

15:30 – M 627 **Faculty of Science: Biology, Chemistry, Computer and Information Science, Mathematics and Statistics, Physics and Psychology**
17:00
✓ Introduction to the Department
✓ Introduction to the courses and course types
✓ Help with setting up your individual schedules
..and much more!

Must be cancelled due to illness: Please arrange

for an individual meeting with the respective Departmental Exchange/Erasmus+ Coordinators of the Faculty of Science.

AYDA – Ask Your Department Anything

15.30 –
17.00

AYDA – Ask Your Department Anything

You still have open questions regarding courses, course types, registration, or you need help with setting up your individual class schedule?

G 201
G 300
H 306

C 423

Politics & Public Administration

Economics

Humanities: History, Sociology, Philosophy, Literature including Art and Media Studies, Linguistics

Law

Erasmus+ students: Possibility to have your Learning Agreement signed.

Introduction to using the University of Konstanz KIM Library

17.00 – G 300
18.00

Learn more about what our university library offers! Get to its structure and services and ask questions. (Claire Gravely)

Excursions during OriPro:

- Guided tour of historical Konstanz on **Saturday, 06.04.: 5€**

Meeting point: 14:00, Konzil building, main harbor/seaside

Visit of the Council, Insel-Hotel, Niederburg, minster, fish market, Haus zum Goldenen Löwen, upper market, city hall, Kaiserbrunnen... Please bring and present your excursion ticket.

- Excursion to Meersburg on **Sunday, 07.04.: 10€**
-

Meeting point: 14:00, bus stop "Staad/Autofähre" (final stop of bus lines 1, 11 and 15)

Trip with car ferry from Konstanz to Meersburg and then a walk to the castle Meersburg and to the new palace.

Visit of the city gate of lower town, castle mill (1620), baroque castle (1740-50), etc. and a tour through Meersburg castle (7th or 11th century, rebuilt in 16th and 17th century, former home of the poetess Annette von Droste-Hülshoff). Afterwards leisure time with tour through town: Town hall, market place, upper city gate, castle square, vineyards, harbour, magic column, etc. and trip back with the car ferry to Konstanz/Staad.

The participation fee for the excursions can only be paid by cash on the official registration dates. Without payment, registration for an excursion is not possible. Non-course participants are also welcomed to register.

You can only officially cancel on the official registration dates and only after returning the respective tickets. A reimbursement of the participation fee is only possible if you cancel officially. In case of nonattendance (regardless of the reason), the participation fee will not be reimbursed.

Important to-do's:

Housing

- You live in a Seezeit student residence?

Upload your **enrollment certificate** (available in Mobility Online) to the Seezeit portal:

<https://tl1host.eu/SWKN/#home>

Note that you were given the Seezeit login details by email from Seezeit with your contract directly. Your Uni Konstanz login does not work.

- You **don't** live in a Seezeit student residence?

Upload your "Wohnungsgeberbestätigung" (confirmation from landlord) to Mobility Online as soon as possible. We will have you registered with the city of Konstanz as a new resident.

Bank account

- You are a **non-European student** and need to open a bank account?
These are our recommendations:

Local banks in Konstanz



Deutsche Bank, Bahnhofstr. 1, Konstanz

Das Junge Konto: Free for EU/EEA students until the age of 30 years. **AktivKonto** (6,90 EUR/month): Non-EU/EEA students or students over 30 years. Accounts can be opened online or on site.



Sparkasse Bodensee, Marktstätte 1, Konstanz

Giro Trend Plus (3,50 EUR/month): For students to the age of and including 28 years. Accounts can be opened online or on site.

App-based online banks: Download the app from your mobile phone store and open your account online.



N26 bank: Free for everyone.



Monese: Free for everyone.



Tomorrow – the sustainable bank account, 3 EUR/month for basic checking account.



Revolut Standard: Free for everyone.



Wise: Free for everyone, transfer fees apply.

- You are a **non-European student** and need to apply for the Residence Permit?

Don't forget to upload your remaining documents to Mobility Online!

Municipal registration confirmation available in Mobility Online!

This document is often needed to open up a checking bank account at a German bank. Your German tax ID will be sent within the next two weeks by postal mail.

Did you know the International Office is on Instagram?

Make sure to follow our channel!

@unikonstanz_international

Are you passionate about Instagram and want to share your experience in Konstanz? Then it's you we are looking for!

If you are interested in becoming an international ambassador on our channel, please contact us – either directly via dm or via instagram.io@uni-konstanz.de



Semester Preview:

Monday, 8 April

Start of the Lecture Period at the University. Make sure not to miss the first crucial sessions of your courses!

Wednesday, 10 April

New citizen's reception of the city of Konstanz for new international students

17:00 – City hall
18:00 (Rathaus)
Konstanz

Short welcome and reception with free local wine in the Rathaus courtyard by Ms. Helen Zimmermann (Commissioner for Citizen Participation and Civic Engagement).



Thursday, 11 April

X1) Uni-Liga Konstanz: Soccer/Streetball/Beach Volleyball, introduction and teaming up

17:00 – G300
18:30

The summer league takes place outdoors on the popular "Old Mainau Road" every Wednesday from 15.00 until the evening. Start: 30.4.(!); end of preliminary round: 5.6.; final: 3.7.; break: 29.5. and 26.6..

International teams bring more spice to the very advanced but fun league, so join in if you can play soccer (6-a-side; max. 12 players), streetball (3-a-side max. 5 players) or beach volleyball (2-a-side, max 4 players)!!

Join our already registered 3 international teams **Global Players, Erasmus United** or **World Wide Winners**, save the starter fee and lead them to glory!

Note:

In order to join, please fill out the [online form](#) **by the latest until: Wed, 10.04.2024 at 23.59 AND come to the info meeting.**

Information on the rulebook of the league and the opportunity to get to know the team, select a team captain and borrow your jerseys (return washed!).

Uni-Liga Konstanz: International Office Teams (Summer)



Friday, 12 April

ESN Konstanz: International Party!

22:00 – Contrast Check ESN Konstanz [Instagram](#), [Website](#) and [Discord-Server](#) for more info!
2:30

Wednesday, 17 April and Thursday, 18 April

X2) Information on the German license fee (Rundfunkbeitrag) [●]

17:00 – G300 Every adult (18 years and older) registered in Germany is obliged to register for the license fee for the public-service broadcasting. Every household has to pay the fee (18,36 Euro per month). What is it all about? Come and find out!
18:30 Please bring/have at hand:

- all letters you have so far received from the Beitragsservice
- if a flatmate is paying the fees for your household: Full name and "Beitragsnummer" of flatmate (in header of last letter)

Wednesday, 24 April

X3) The Inclusive University (German)

17:00 – G300 How to manage stereotypes, prejudice and bias in academia.
18:30 Discussion workshop by Dr. Sebastian Tillmann, Equal Opportunity Office

Thursday, 25 April

X3) The Inclusive University (English)

17:00 – G300 How to manage stereotypes, prejudice and bias in academia.
18:30

Discussion workshop by Dr. Sebastian Tillmann,
Equal Opportunity Office

Tuesday, 30 April

Party United – 14 Parties – 14 Locations – 1 Ticket

21:00 – All bars and More info coming soon here: <https://party-united.com/>
X clubs in
town

Wednesday, 16 May

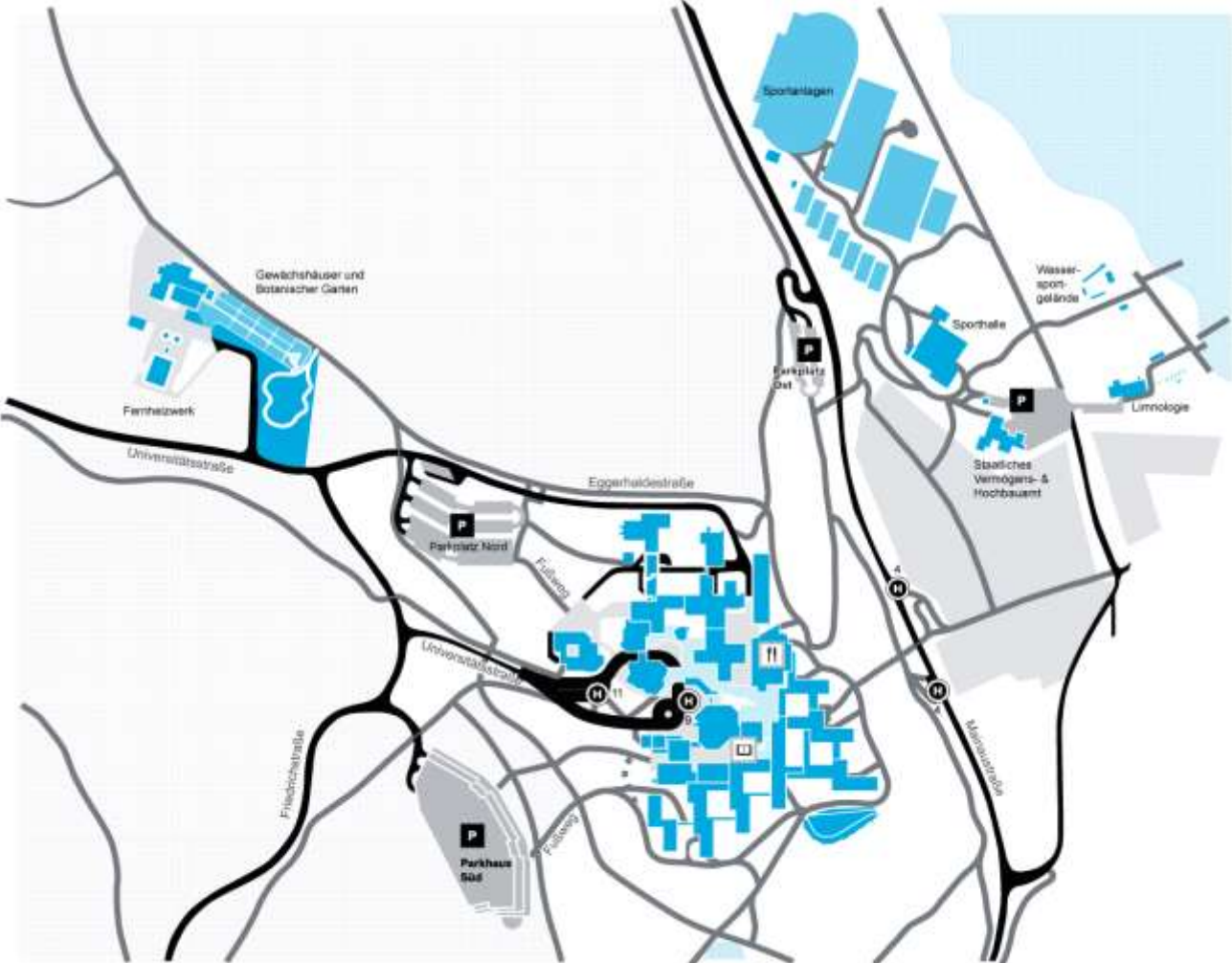
Let's talk about (mental) health (Hochschulsport Mental Health Week)

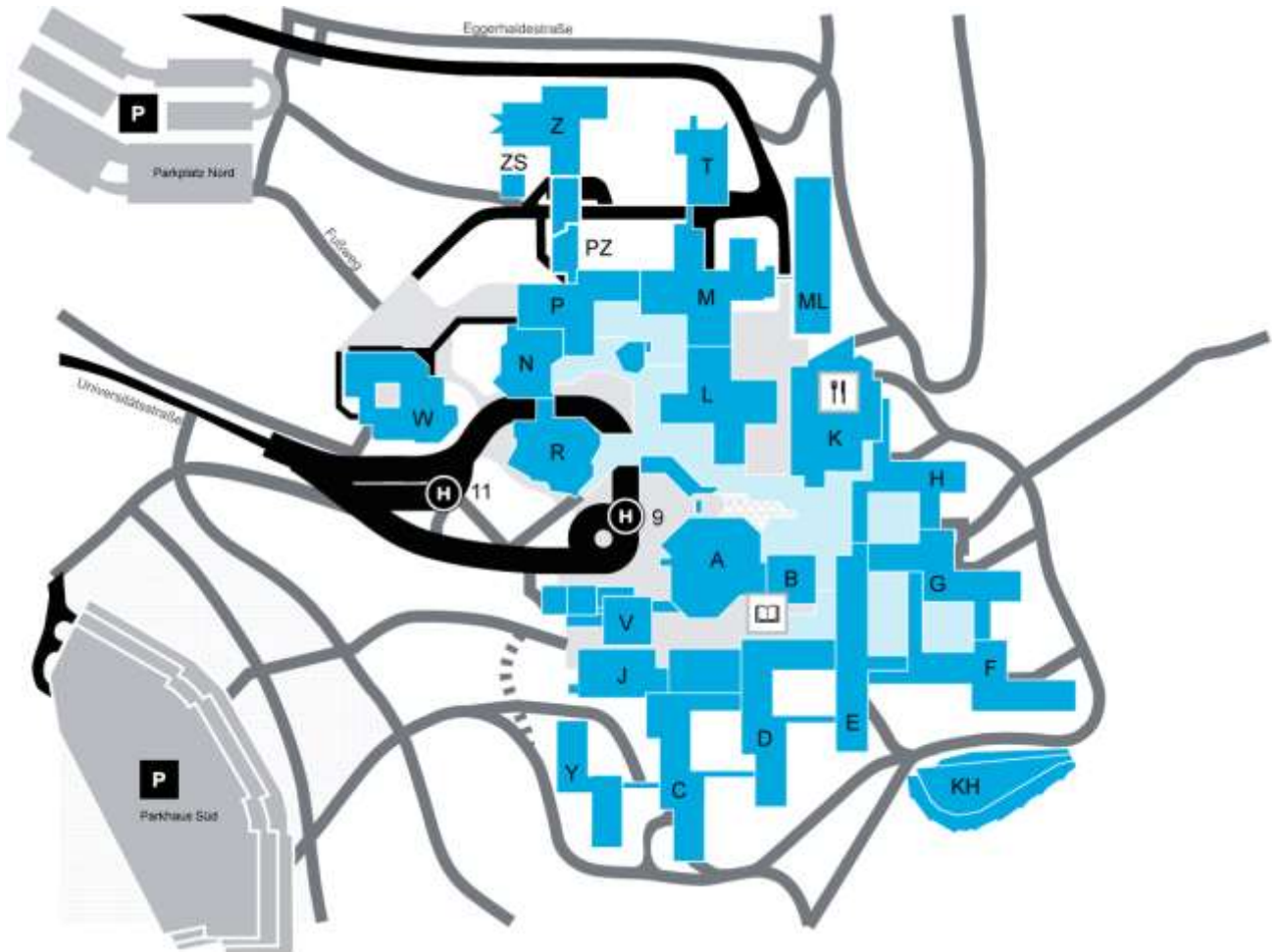
13:30 – R611
15 Navigating the German health care system can be challenging, especially if you're an international student and used to a very different system from your home country. Learn more about how our health care system is structured, what to do when you are feeling sick and how to find a doctor. With the support from a German statutory health insurance, we will explain what is being covered by your insurance and where to be careful for extra costs. The event will have a special emphasis on mental health: What is being offered on campus and in town and what can you do for yourself to prevent a crisis in the first place?

Free of charge. Please register [on the HSP website](#).

...and much more!

Campus Map





Places to be – as an international student in Konstanz

- ☑ **Bürgerbüro Konstanz:** Untere Laube 24, registration with the city, buergerbuero@konstanz.de
- ☑ **Ausländerbehörde/ Foreigners' Registration Office:** same building, 2nd floor, open only on appointment, auslaenderamt@konstanz.de
- ☑ **AOK:** Inselgasse 30
- ☑ **TK:** Augustinerplatz 9
- ☑ **Barmer:** Theodor-Heuss-Straße 1
- ☑ **DAK:** Rosgartenstr. 24/26

- ☑ **Konstanz city hall:** Kanzleistr. 13/15

Selling points for the Studiticket (sold and valid from April 1st):

- ☑ **Seezeit Shop on the University campus**
- ☑ Kiosk Bodanplatz
- ☑ Kiosk Rio (Fürstenbergstr. 90)
- ☑ Kiosk Königsbau (Friedrichstraße 49)
- ☑ Toto-Lotto Zähringerplatz
- ☑ Kiosk Allmannsdorf (Mainaustraße 145)
- ☑ Kiosk im Seerheincenter (Zähringerplatz)
- ☑ Kiosk Marktstätte / Bahnhofunterführung
- ☑ Kiosk Wollmatingen (Radolfzeller Straße 21a)
- ☑ Marketing & Tourismus GmbH (Bahnhofsplatz 43)
- ☑ Paradieskiosk (Gottlieber-Str. 25)
- ☑ Stadtwerke Konstanz GmbH (Max-Stromeyer-Str. 21.a)
- ☑ Bistro Fährevorplatz (Staad / Autofähre)
- ☑ Kiosk (Lutherplatz)

Emergency numbers

Police: 110

Emergency: 112 (ambulance/fire brigade/water rescue)

Patient transfer: 19222 (from mobile +49 7732 19222)

Emergency call on university campus: +49 7531 88-2222

Medical on-call duty: 116 117 (week-end/bank holiday/6pm-8am)

Hospital: Mainaustraße 35; 78464 Konstanz

5 W's *Who? What happened? Where? How many persons involved?
What sort of injuries? Wait for further questions*



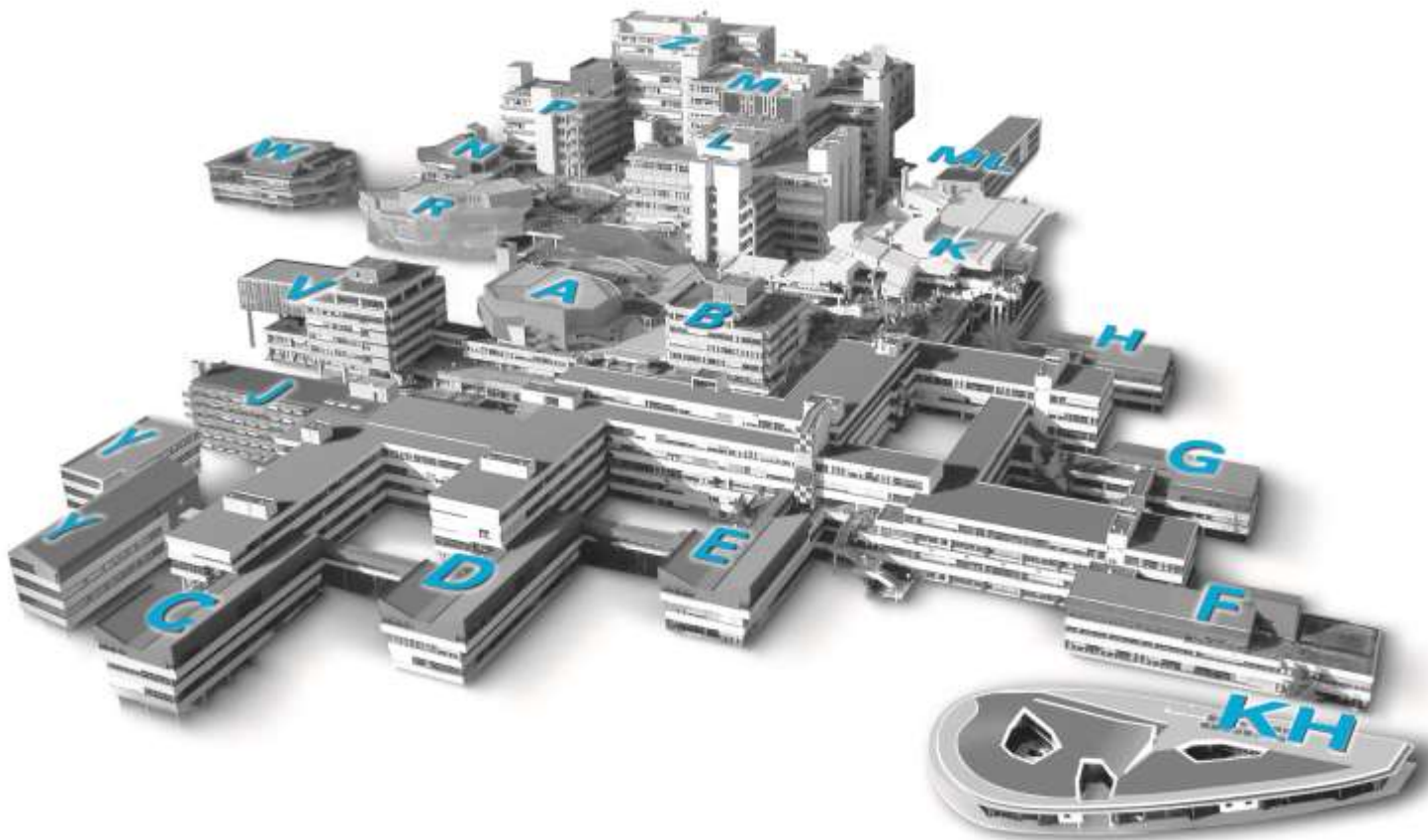
LINIENPLAN UMGESTALTUNG BAHNHOFPLATZ

Alle aktuellen Fahrpläne und noch vieles mehr gibt es immer in der App „Mein Konstanz“

stadtwerke-konstanz.de/meinkonstanzapp



University Map



Level A 5	Main Foyer Campus Café Seezeit Shop Seezeit Service Centre iPunkt	D 709	Coordinator for German Language Courses (DaF)
A 6	International Office	Level E 1	Uni Self-Help Bike Workshop, Uni Bike Rental
A 611/612	Welcome Centre	E 711-713	Language Institute (SLI)
A 614	International Office Tutors Advising for international exchange students	G 206	Academic Sports Service
A 623	Advising for intern. degree-seeking students	G 401	StuVe Legal Advice Service
Level B 4	Student Service Centre (SSZ) Info-Centre (main library entrance), KIM IT-Support, Library Information	H 301b	StuVe Café
		J	Library
		K 313-315	Seezeit Psychotherapeutic Counseling Service (PBS)
		K 3/4	Asia Restaurant Arche
		K 5/6/7	Mensa/Cafeteria
		L 503	Canon Service Center
		M 534	Lost and Found Office
		N	Library