

M.Sc. in International Health Economics & Pharmacoeconomics

What to do on your first days in Germany

The latest **Corona-rules** for **entering Germany** can be found here:

<https://www.bundesgesundheitsministerium.de/service/gesetze-und-verordnungen/guv-19-lp/coronaeinreisev/coronaeinreisev-en.html>

In case you are coming from a country of variants of concern, you are required to carry a negative test result (PCR test).

Corona Update at Hochschule Fresenius:

There is an **urgent recommendation to wear a medical mask**, especially if minimum distances are not observed. This recommendation applies to **all parts of the university building**.

In case of **symptoms**, everyone is urged to clarify an infection with the Corona virus by means of a test (self-test, citizen test, PCR test). If the **test is positive**, all applicable **isolation regulations must be observed** and the **university must not be entered** until the infection has cleared and a test (self-test, citizen test, PCR test) is negative.

1. Register at the local city office

After you have signed your rental contract you have to register at the nearest local city office ("Bürgerbüro"). In Wiesbaden the main local city office is located in the Luisenforum in the Dotzheimer Straße 6-8. Appointments can be booked online. Ask your buddy to book an appointment for you.

<https://dtms.wiesbaden.de/DTMSTerminWeb/>

Opening hours for registration of the local city offices in the suburbs might be different and can be found in the internet: <https://www.wiesbaden.de/vv/produkte/31/14101010000002627.php>

Take your rental contract, the "Wohnungsgeberbestätigung" (your landlord has to fill it in and sign it) and your passport with you. You need to register within two weeks after your arrival.

Frequently asked questions in the "Bürgerbüro"

- Family status – (Familienstatus)
- When did you arrive in Germany? (Wann sind Sie in Deutschland angekommen?)
- Where are you from? (Aus welchem Land sind Sie?)
- What is your address in Germany? (Ihre Adresse in Deutschland?)
- What is your address in your country? (Ihre Adresse in Ihrem Heimatland?)
- Religion (Religion)

2. Open a bank account

In addition to your blocked bank account and your account in your home country you have to open an account with a local bank here in Germany, for example Nassauische Sparkasse (Naspa), which is located near the University at the corner Rheinstrasse and Moritzstrasse.

3. Release from governmental health insurance

If your health insurance is not a governmental health insurance like Barmer or TK, it is necessary to confirm that you don't need a governmental health insurance. Please contact Lea Thau (lea.thau@hs-fresenius.de). Forward her your application letter as well as the confirmation from your private health insurance.

4. Pick up your student card

You also have to pick up your student card from the University Office. For this you have to upload an electronic picture.

In addition to your student card you will receive a public transportation ticket for the whole region. This so called semester ticket costs 183,19€ per semester. You have to **transfer the money** to the following account **before going to the student office** (it is not possible to pay this by cash or credit card!). You will be asked to show the bank transaction. Please transfer 183,19€ to the following account:

Hochschule Fresenius

IBAN DE 41 5105 0015 0104 0030 28

BIC NASSDE55XXX

Please provide the following information on your bank transfer:

Surname, first name, WS22-23, MIHEP, RMV-Ticket.

You also have to upload the following documents to your application on <https://www.hs-fresenius.com/application/file-upload/>

- a copy of health insurance confirmation
- a copy of the proof that you have been released from the government health insurance scheme (only necessary when you haven't chosen the governmental health insurance, see point 4)

The following documents have to be handed in at the Student Office:

- Certified copy of your bachelor degree certificate (in case you haven't posted it to us)
- Certified copy of your bachelor transcript (in case you haven't posted it to us)

In case you only have the originals with you, the student office can copy these.

!!!! You will neither receive the RMV transport ticket nor be granted access to our computer systems unless you have handed in all these documents and paid the semester ticket !!!!

The Student office can be found on the first floor, room 1.23.

Opening hours:

Mo and Wednesday: 10:00 – 16:00, Break 12:00 – 13:00

Tuesday and Thursday: 13:00 – 16:00

Fr: 10:00 – 13:00

5. Tuition Fee – New Bank Details

Tuition fee for the first semester has to be transferred to the following account, by the 3rd September 2022 the latest:

Hochschule Fresenius gem. GmbH bank account at Wiesbadener Volksbank:

IBAN-Nr: DE91 5109 0000 0069 7341 03
BIC: WIBADE5W

Please provide the following information on your bank transfer:
Surname, first name, WS22-23 MIHEP, Tuition Fee

6. Extend your Visa

The initial student visa issued by the embassy is valid for a limited time, usually three months, and has to be extended by the foreign authority, either in Wiesbaden, Bad Schwalbach, Mainz or Frankfurt, depending on your place of residence.

Below you find already the most important information. The following documents will be required for visa extension:

- Application Form for residency permit
- Passport
- Biometrical picture (not older than 6 months)
- Valid visa
- Confirmation from the registration office
- Proof of finance (block bank account)
- Rental contract (Mietvertrag) and flat confirmation (Wohnungsbescheinigung)
- Proof of Health Insurance (Krankenversicherung)
- Enrollment certificates, Hochschule Fresenius (Immatrikulationsbescheinigung)

The foreign authority here in Wiesbaden will contact you once you have registered at the Bürgerbüro. In case the foreign authority in Mainz, Frankfurt or Bad Schwalbach is responsible, please visit their webpages, to find out the opening hours. Especially for Frankfurt you will have to book an appointment and hand in the application by email.

Bad Schwalbach: <https://www.rheingau-taunus.de/migration/auslaenderbehoerde.html>

Frankfurt: <https://www.frankfurt.de/sixcms/detail.php?id=3521>

Claudia C. Roth
International Office Wiesbaden

Opening hours International Office:
Monday + Thursday 9:00 – 16:00
and by appointment

Should you not find me in person, please contact me by email:
claudia.roth@hs-fresenius.de