

12 Steps for Start of Studies for Internationals at KIT

| | What? | Where? |
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| 1 | <p>Finding accommodation: In many cities with good universities, it is difficult to find an accommodation. This is also the case in Karlsruhe. Therefore, please start looking for an accommodation early. You can get help in Karlsruhe from the Studierendenwerk Karlsruhe. There is also a housing scout here who helps in case of emergency. Outside of Karlsruhe it is easier to find an accommodation. Fortunately, Karlsruhe has a very good transportation system. Therefore, you can get to KIT quickly by bus or streetcar even from far away. The Deutschlandticket is now also available. With the ticket you can travel almost anywhere in Germany on most trains. Students can order it from https://www.kvv.de/fahrkarten/fahrkarten-preise/schueler-studentinnen/deutschlandticket-uni.html#c64842.</p> <p>If you have not yet found a room, reserve a room at a youth hostel or hostel.</p> | From at home/upon arrival in Karlsruhe |
| 2 | <p>Registration of Your Residence: When you move into an accommodation, you must notify the competent authority. You must do this within the first 2 weeks.</p> <p>All students who move within Germany can register online. You can find all the information you need at https://web1.karlsruhe.de/service/Buergerdienste/leistung.php?id=6002495. You can use the Universalassistent Meldewesen (universal registration assistant, 2nd page) to register your place of residence. Under "Ihr Anliegen" (your request) please enter: „Anmeldung des Einzugs in eine neue Wohnung nach §23 Absatz 1 Bundesmeldegesetz" (Registration of moving into a new apartment according to §23 paragraph 1 of the Federal Registration Act).</p> <p>If you would like to make an appointment with the authorities, you can do so on this page: https://www.karlsruhe.de/stadt-rathaus/service-buergerinformation/terminvereinbarung.</p> <p>All students who come to Karlsruhe or the surrounding area from abroad must go to a citizens' office in person. Please register via the link: https://karlsruhe.de/stadt-rathaus/service-buergerinformation/terminvereinbarung.</p> <p>You will need the following items for registration: Wohnungsgeberbescheinigung (the landlord must fill this out), Meldeschein (registration form: you must fill this out), passport and the electronic residence permit or your visa. You will get some help to fill in the Meldeschein on the page https://web1.karlsruhe.de/service/Formulare/ordnungsamt/Meldeschein_EN_Ausfuellhilfe.pdf.</p> <p>If you do not live in Karlsruhe or the surrounding area, please check the Internet to find out how to register at your new place of residence.</p> <p>In many places you can call 115 and get help from the office.</p> | <p>Citizen offices in Karlsruhe</p> <p>Other places: please check the Internet to find out how to register at your new place of residence.</p> |
| 3 | <p>Applying for a Residence Title: Before your entry visa has expired, it is essential that you apply for an eAT (electronic residence title = residence permit) to study at the local Aliens Registration Office. The Aliens Registration Office depends on your place of residence: Ausländerbehörde Stadt Karlsruhe (Aliens Registration Office City of Karlsruhe), Ausländerbehörde Landratsamt Karlsruhe (Aliens Registration Office District Office Karlsruhe).</p> <p>For further information please have a look at the page: https://www.intl.kit.edu/studies/12699.php.</p> | <p>Residence in Karlsruhe: Ausländerbehörde Kaiserallee 8, 76124 Karlsruhe</p> <p>Residence in the district of Karlsruhe: Landratsamt Karlsruhe Kriegsstr. 100, 76133 Karlsruhe</p> |
| 4 | <p>Semester Charges: Please pay your semester charges! The amount can be found in the notification of charges. Use the bank data and the individual purpose of payment given in the information letter. Please keep your account statement/receipt for enrollment. Pay by bank transfer from your home country OR from a bank account in Germany.</p> <p>You will have to re-register every semester by paying your semester charges in advance. Registration periods: Summer semester: January 15 – February 15, Winter semester: July 1 – August 15. If you pay too late, you will have to pay 15 € in addition. If you do not pay, you will be exmatriculated.</p> | <p>From at home/upon arrival in Karlsruhe, PRIOR TO enrollment</p> <p>Re-register online: https://campus.studium.kit.edu/english/renewal/index.php</p> |
| 5 | <p>Health insurance: For enrollment, KIT needs an electronic notification for the health insurance. Please ask your health insurance provider for "Meldegrund 10 für das Karlsruher Institut für Technologie".</p> <p>Further information: https://www.intl.kit.edu/studies/12698.php</p> | Upon arrival in Germany or digitally from your country |
| 6 | <p>Enrollment: The page https://www.intl.kit.edu/studies/12708.php describes what you need to do in sequence for enrollment (matriculation). You can also enroll in person at the International Students Office if you wish to do so and your caseworker offers appointments. If you want to enroll in the office, please check if the officer, who is in charge of your application, offers this option and make an appointment.</p> | Upon arrival in Karlsruhe or digitally from your country with a visa to study |
| 7 | <p>KIT-Account & Studierendenausweis: On the page https://www.scc.kit.edu/en/services/firstsemester.php you can find all information how to get a KIT-Account (KIT user account - KIT-Benutzerkonto) and a KIT-Card (student ID - Studierendenausweis). There is also the YouTube video "How to Ersti #1: the KIT-Card", which explains the KIT-Card (in German language) (https://www.youtube.com/results?search_query=How+to+Ersti+%231%3A+die+KIT-Card). Further information on the KIT Card is also available at KIT - During Your Studies - First-year Students - Important Information for Newly Enrolled Students</p> | |
| 8 | <p>Use the Offers for Beginning Students: In order to prepare yourself as good as possible for your studies, you should definitely take part in the offers from Studienstart International:</p> <ul style="list-style-type: none"> It is essential that you attend our digital welcome events on April 12th at 2:00 pm. You can find the Zoom link for this on the website. There are various information events as well as social and sports activities where you can get to know other international students. You can find the Zoom link to the online events or the location of the face-to-face events on the website. You will also find further information at https://www.intl.kit.edu/student/15479.php. <p>You can meet other international and internationally interested students at the international buddy program.</p> <p>More services of KIT: https://www.sle.kit.edu/english/imstudium/9045.php</p> | International Students Office |
| 9 | <p>O-Phasen of the Departments: The student council is a group of students in the department. They organize orientation phases (O-Phasen) for all new students at the beginning of their studies. You can find an overview of the dates of the O-Phasen on the ASTA page. Many departments offer mentoring programs for first semester students.</p> <p>Please be sure to attend your program's O-Phase to receive important information about your studies and to get to know your fellow students. Mentoring programs are also highly recommended. Please register early.</p> | Departments and Students representations of the respective programs |
| 10 | <p>Important offers on campus: You will find an extensive range of events and support formats for international students from our partners. Please inform yourself about the offer and participate.</p> | See respective link |
| 11 | <p>Updating Your Data on the Students Portal: As soon as you have an accommodation or move in, update your new address at https://campus.studium.kit.edu/english/personal/index.php. This also has to be done when you move later on during your studies.</p> | <p>Online: https://campus.studium.kit.edu/english/personal/index.php</p> |

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| | In Campus Management you will manage most things during your studies, such as registering for an exam. If you want to learn more about the student portal, you can also watch the YouTube video "How to Ersti #2: das Studierendenportal" (in German language) (https://www.youtube.com/results?search_query=How+to+Ersti+%231%3A+die+KIT-Card). | |
| 12 | Opening a Bank Account: This is only possible with a rental contract, registration of residence and your tax number (from the Tax Office). Usually, the tax number will be sent to you by the Tax Office 14 days upon registration with the city. To open a bank account, you will need your passport, registration with the city, admission letter/enrollment certificate, tax number. Most banks offer to have the account opened online in combination with PostIdent (at a post office). Complete the form online. To identify yourself via PostIdent, take the documents and go with your documents to a post office. | Many banks offer cost-free accounts for students. Inform yourself on the websites. |