

12 Steps for Start of Studies for Internationals at KIT

	What?	Where?
1	Students from countries outside the EU need a national visa for educational and study purposes (no tourist visa!) to enter Germany. You should apply for this visa at the German Embassy responsible for you at the latest when you receive your admission. Further information and exceptions can be found on the pages of the International Students Office (ISTO) . Get help with your visa application at https://platform.visaflow.app/auth with the code KIT25 .	
2	Finding accommodation: In most cities with good universities it is difficult to find accommodation. This is also the case in Karlsruhe. So please start looking for accommodation such as an apartment, a room, or a room in a shared apartment (WG) as early as possible. You can get help from the Studierendenwerk Karlsruhe. They also have a housing scout who can assist you. Please also refer to the tips on the International Office's website . It's easier to find an accommodation outside of Karlsruhe. Fortunately, Karlsruhe has an excellent public transportation system. This means you can quickly reach KIT by bus or tram, even from farther away. You can find information about the transportation system ticket options under " Transportation ". If you have not yet found a room, reserve a room at a youth hostel or hostel.	From at home/upon arrival in Karlsruhe
3	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. However, you are not required to register within two weeks until you move in permanently —not if you are just renting temporarily for a short period. This also applies to students who move within the city or municipality . You can register online or in person. All students who are moving within Germany can register in person or online. You can find all the relevant information here . All students coming Karlsruhe or the surrounding area from abroad must go to a citizens' office in person. If you need to or would like to visit the Citizens' Office in person, you can find all the information on this page under "Procedure." To do so, you must make an appointment with the relevant authority. You will need the following items to register: your passport, your electronic residence permit or visa, confirmation of residence (which must be completed by your landlord), and a registration form (which you must complete; English version only for information purposes). These forms can be also found on this page under "Forms and other offers." 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. In many places you can call 115 and get help from the office.	Citizen offices in Karlsruhe Other places: please check the Internet to find out how to register at your new place of residence. For help call 115
4	Applying for a Residence Title: Before your entry visa expires, 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). Residence permits and their extensions can now also be applied for online for the Karlsruhe district. The website also provides legal information and an overview of the expected processing time. For further information please have a look at this page.	Residence in Karlsruhe: Ausländerbehörde Kaiserallée 8, 76124 Karlsruhe Residence in the district of Karlsruhe: Landratsamt Karlsruhe Kriegsstr. 100, 76133 Karlsruhe and depending on place of residence
5	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. You will have to re-register every semester by paying your semester charges in advance and continue to have a health insurance . Registration periods: Summer semester: January 15 – February 15, Winter semester: July 1 – August 15. If you pay too late, you will have to pay 18 € in addition. If you do not pay at all, you will be exmatriculated .	From at home/upon arrival in Karlsruhe, PRIOR TO enrollment Re-register online: https://campus.studium.kit.edu/english/renewal/index.php
6	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". Please read this further information about health insurance.	Upon arrival in Germany or digitally from your country
7	Enrollment: This page describes what you need to do in sequence for online enrollment (matriculation).	Upon arrival in Karlsruhe or digitally from your country with a visa to study
8	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). Further information on the KIT Card is also available at https://www.kit-card.kit.edu/english/index.php	
9	Use the Offers for Beginning Students: In order to prepare yourself as well as possible for your studies, you should definitely take part in the offers from Studienstart International : - It is essential that you attend our Welcome Event on October 23th from 2:00 pm. - 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/istudies/15479.php. You can meet other international and internationally interested students at the International buddy program . O-Phasen (Orientation Phasen): 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 or ask the faculty. 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. Many departments offer Mentoring-programs for first semester students. They are also highly recommended. Please register early.	International Students Office Departments and Students representations of the respective programs

	More services of KIT you can find here	See respective link
10	Important offers on campus: You will find an extensive range of events and support formats for international students from ASTA , HoC , Forum , Studierendenwerk , ZSB , library . Please inform yourself about the offer and participate.	See respective link
11	Updating Your Data on the Students Portal: As soon as you have an accommodation or move in, update your <u>new address</u> . This also has to be done when you move later on during your studies. 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).	Online: https://campus.studium.kit.edu/english/personal/index.php
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, complete the form online and take the documents to a post office.	Many banks offer cost-free accounts for students. Inform yourself on the websites.