

To Dos After arrival

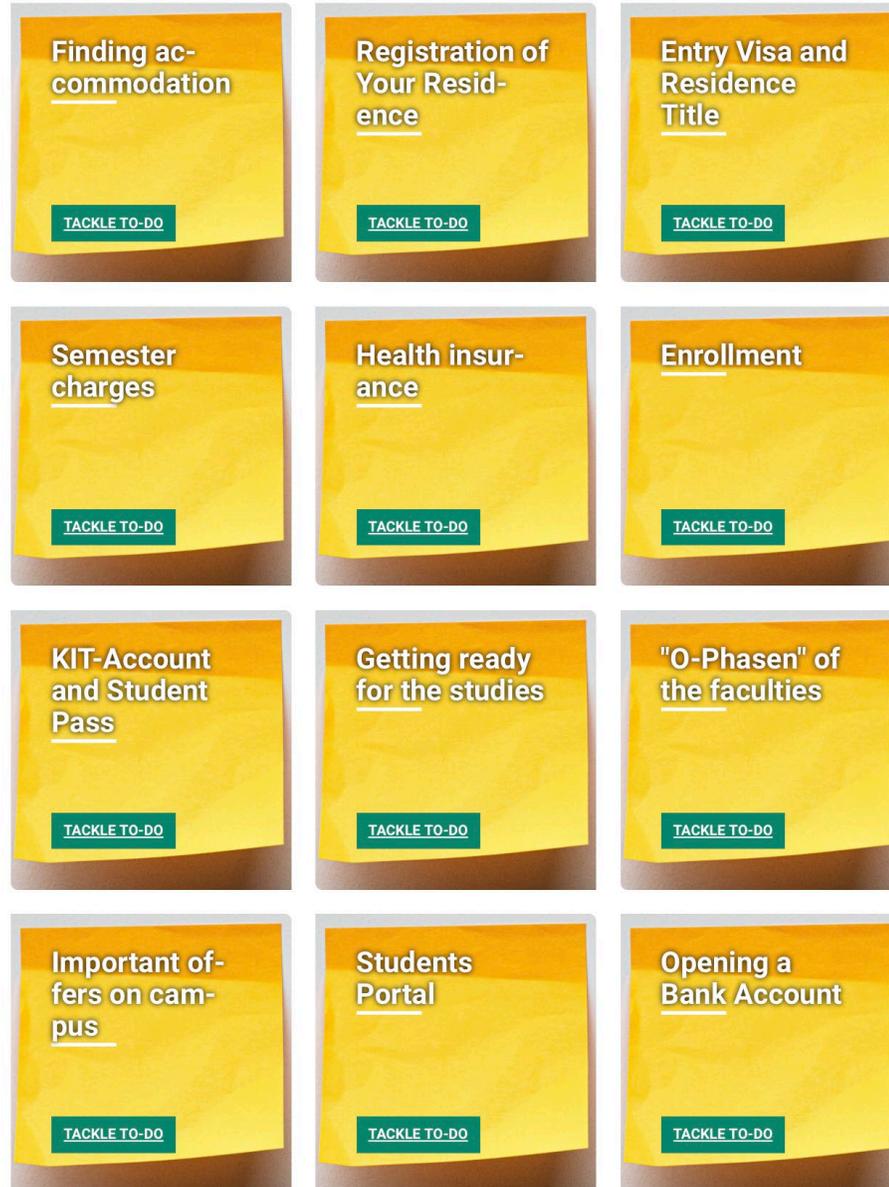
**Where – When – What
to consider**

Questions and answers



12 To-Dos after Admission

>>> To-do list as PDF to check off or print <<<



- Finding accommodation
- Registration of your residence
- Entry visa and residence title
- Semester charges
- Health insurance
- Enrollment
- KIT Account + Student Card
- Getting ready for your studies
- „O-Phasen“ of the faculties
- Important offers on campus
- Students portal
- Opening a bank account

Finding Accommodation:

KIT does not have own dormitories or rooms.
Here you can find accommodation:

Studierendenwerk Karlsruhe: www.sw-ka.de/wohnen

Other dormitories, e.g., HADIKO, Insterburg: https://www.sw-ka.de/en/wohnen/wohnheime_anderer_traeger/karlsruhe/

Further support is available from the housing scout:
<https://www.sw-ka.de/de/wohnen/wohnungsscout/>

Bijuan.Dong-Barie@sw-ka.de

For temporary accomodation: <http://karlsruhe.jugendherberge-bw.de/>

Private on <https://www.wg-gesucht.de/> - BEWARE of fraud attempts!
Never pay money before you have a signed rental contract and have seen the apartment!
[INFOPAMPHLET_Fraud in apartment hunting.pdf](#)



list of common abbreviations used in apartment advertisements:
https://www.intl.kit.edu/download/abkuerzungen_wohnungsanzeigen.pdf

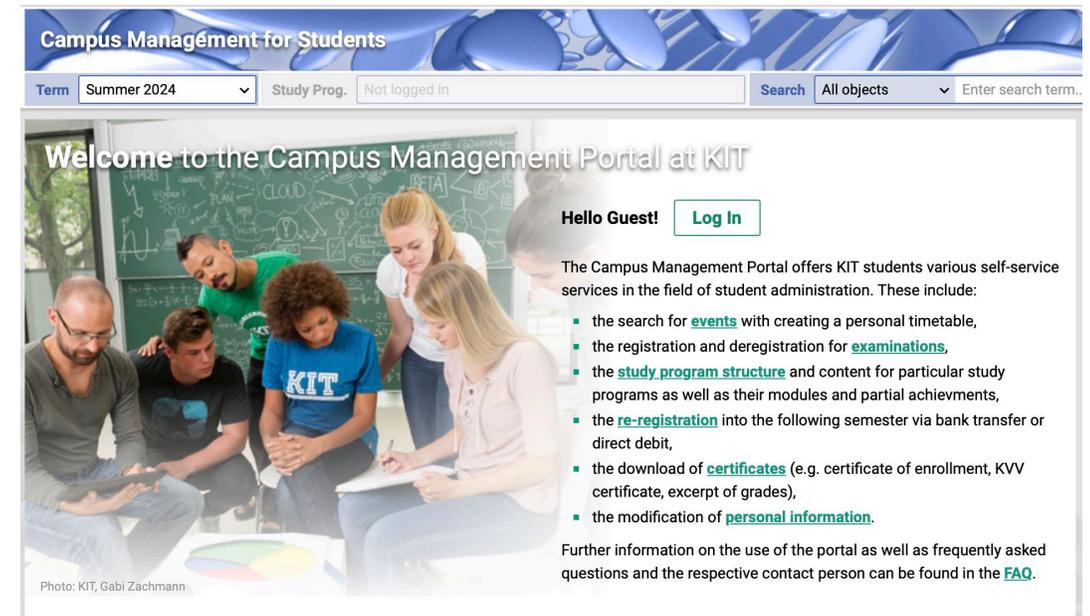
Registering Residence

Once you have found an apartment, you must register your residence with the German authorities within two weeks.

Depending on the location of your apartment, the local citizens' office is responsible:

- If you live in Karlsruhe: Citizens' offices in Karlsruhe
- If you do not live in Karlsruhe or the surrounding area: check online how to register at your new place of residence.

IMPORTANT: As soon as you have an address in Germany, update your contact info in the Campus Management!



Campus Management for Students

Term Summer 2024 Study Prog. Not logged in Search All objects Enter search term...

Welcome to the Campus Management Portal at KIT

Hello Guest! [Log In](#)

The Campus Management Portal offers KIT students various self-service services in the field of student administration. These include:

- the search for [events](#) with creating a personal timetable,
- the registration and deregistration for [examinations](#),
- the [study program structure](#) and content for particular study programs as well as their modules and partial achievements,
- the [re-registration](#) into the following semester via bank transfer or direct debit,
- the download of [certificates](#) (e.g. certificate of enrollment, KVV certificate, excerpt of grades),
- the modification of [personal information](#).

Further information on the use of the portal as well as frequently asked questions and the respective contact person can be found in the [FAQ](#).

Photo: KIT, Gabi Zachmann

Applying for a Residence Permit

1. Students from non-EU countries need a national **visa for educational and study purposes** to enter Germany (not a tourist visa!). You should apply for this at the German embassy responsible for you as soon as you receive your admission. Exceptions can be found on the [International Students Office](#) website.
2. After enrolling at KIT and before your entry visa expires, you must apply for an electronic residence permit (eAT) for study purposes at the local immigration office. Please initiate this **as soon as possible** as you may have to wait very long for an appointment. Depending on where you live, a different immigration office is responsible for you.
For Karlsruhe, it is the Immigration Office of the City of Karlsruhe: [Ausländerbehörde Stadt Karlsruhe](#)
for the surrounding areas, it is the Immigration Office of the Karlsruhe District Office: [Ausländerbehörde Landratsamt Karlsruhe](#).

Please check the residence permit page for more information: [Aufenthaltstitel](#)

Semester Fees:

Please pay the semester fees in your home country via bank transfer or from a bank account in Germany! The fee notice states how much you have to pay. It also includes the transfer details and the purpose of the payment. These details are only for you!

You need the confirmation that you have paid the money for enrollment.

Further information on fees can be found on the fees page: <https://www.intl.kit.edu/istudent/12606.php>

Please only use the purpose of payment – NO ADDITIONS!

Make sure, that no bank fees are deducted from the amount you have to pay.

You must re-register for your studies every semester. (check by printing an enrollment confirmation)

To do this, you must have paid the semester fees and still be insured.

This is necessary if you want to continue studying at KIT.

Please re-register at these times:

Summer semester: January 15 - February 15, Winter semester: July 1 - August 15.

If you pay late, you have to pay an additional €18. If you do not pay, you will be deregistered.

Semester Fees

Only a few international students are exempt from the obligation to pay tuition fees of 1.500,--

→ for example most refugees, students with a permanent settlement permit, students whose parents have been working in Germany for many years etc.

Detailed information: <https://www.intl.kit.edu/istudies/12606.php>



However, in general you have to be able to cover your cost of living (tuition fees included)!

Usually you need a blocked account to receive your visa. The money in this account is exclusively meant to cover your expenses for the first year. It is no option to use the monthly withdrawn amount to pay back a loan you may have taken for the blocked account and then ask the university for financial support by getting tuition fees waived.

Side jobs should not be calculated with more than 500,-- Euro per month

Financial plans based on expected income that cannot be taken for granted are not considered reliable.

Work and Studies



- In general it is possible to take on a job while studying, but only to a limited extent . Studies are challenging as well as time-consuming and there are times, you won't be able to work at all.
- Attention! **Bachelor students** should only think about a **job after orientation exams have been passed.**
- **A job while studying is no basis for funding!** Students don't have much time for working and a student job can increase your budget to some degree, but it will likely not be enough to finance your studies. Furthermore, having no job doesn't meant you don't have to pay tuition fees.

Health Insurance:

Before your enrollment can be finalized, KIT needs an electronic notification from a public health insurance that you either have signed a **contract with a public health insure company** or that **you are exempt due to one of the following reasons:**

- You have an insurance from a European country that is recognized (EHIC).
- You have an insurance from Turkey that is recognized (AT11).
- You have signed a contract with a German private insurance company with sufficient amount of coverage.

Please note: **Private insurance companies do not issue M10 notifications. Exemptions can only be granted by public insurance companies.** Submit the related documents (EHIC, AT 11 or contract with private insurance company) at a public insurance company and ask for exemption and an M10 notification. The M10 notification will be electronically sent to the university.

No health insurance number needs to be entered in the application portal. → you chose “Exempt” and we will later assign the notification to your application.

- **Contract with a public health insurance company**

- please ask your insurance company for an electronical notification, sent directly to the KIT („M10-Meldung“)
- Your name has to be identical with the name, stated in your application.

- **Public health insurance:**

- No advance payment of medical bills (insurance card)
- not possible as long as you attend a prep-course at the Studienkolleg (language course)

- **Exempted from public health insurance**

- Your insurance from home is valid in Germany (TR / EU)
- Contract with a private insurance company
- please ask a German public insurance company for an electronical notification of exemption sent directly to KIT („M10-Meldung“)
- Your name should be identical with the name stated in your application.

- **Private health insurance :**

- you pay medical bills in advance and get them reimbursed later
- Service package

Please note: Travel insurances are never enough

Cases of illness and Emergency assistance



In Germany, you generally go to the doctor (general practitioner) first with problems.

You only go to the hospital in case of acute life-threatening situations or after an accident.

A list of English-speaking doctors is available at the IStO office.

Important telephone numbers such as those
Of the fire department, police and ambulance

Related information under QR Code

- 112 - Emergency number for life threatening situations
- 110 - Police for fraud, robbery, violence, accidents
Both numbers free of charge, no area code required

KIT Account and KIT card (student ID):



- Activate user account
- Set up KIT e-mail account
- Start MS Teams
- Upload photo for your KIT-Card

You will be provided with more details on the individual steps in a separate letter uploaded in the application portal as well as on the following website.

<https://www.kit-card.kit.edu/english/index.php>

Opening a Bank Account

Required documents:

- Passport
- Registration of residence
- **Tax number (will be sent about 14 days after you have registered your residence)**
- Admission letter of confirmation of enrollment

Many banks offer free accounts for students. Please check the conditions on their website.



Orientation days („O-Phase“):

Tailored to your study programme, get to know the study details and network with other students in your Study programme – this is very important for learning groups (you will need those during your studies!)
More details in separate webinar „On-Campus activities“

Start of Studies for Internationals:

April 6th to April 17th on campus and online.
Welcome Event with get together and information stands on April 17th.

Buddy-Programme:

Please participate! Make friends, meet other international students, etc.
More details in separate webinar „Buddy-Programme“

Do You Have Questions?

