

# Information for studying Engineering at the FH Aachen, Jülich

Leaving Campus Geilenkirchen  
Starting new in September

Exams, new Visa and more

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# Exams



- For you the following exams are necessary:
  - **German, Mathematics, Physics**
- To pass the exams:
  - **Each subject, grade 1 – 4 = passed**

<b>Final exams:</b>	
<b>1. German (oral) &amp; German (written):</b>	<b>06.-09. July / 07. August</b>
<b>2. Physics:</b>	<b>20. July / 17. August</b>
<b>3. Mathematics:</b>	<b>21. July / 18. August</b>
	<b>23. July / 19. August</b>

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# Wait for your results

You will receive your results on **31. July or 28 August 2015**  
(same dates for exam reviews)



## Pass ALL exams:

- You will receive the admission to the university
- You will receive your FI graduation and internship certificates
- **Graduation ceremony** for all students on 7. September 2015
- Scholarships will be awarded



## FAILED exams in July / August:

- You have 2 weeks time to prepare for the final exam
- Failed in August with 4.7, you can take the oral exam in Sept. (*not with 5 or 6*)
- Only ***ONE*** chance to take the exam in which you have failed in July

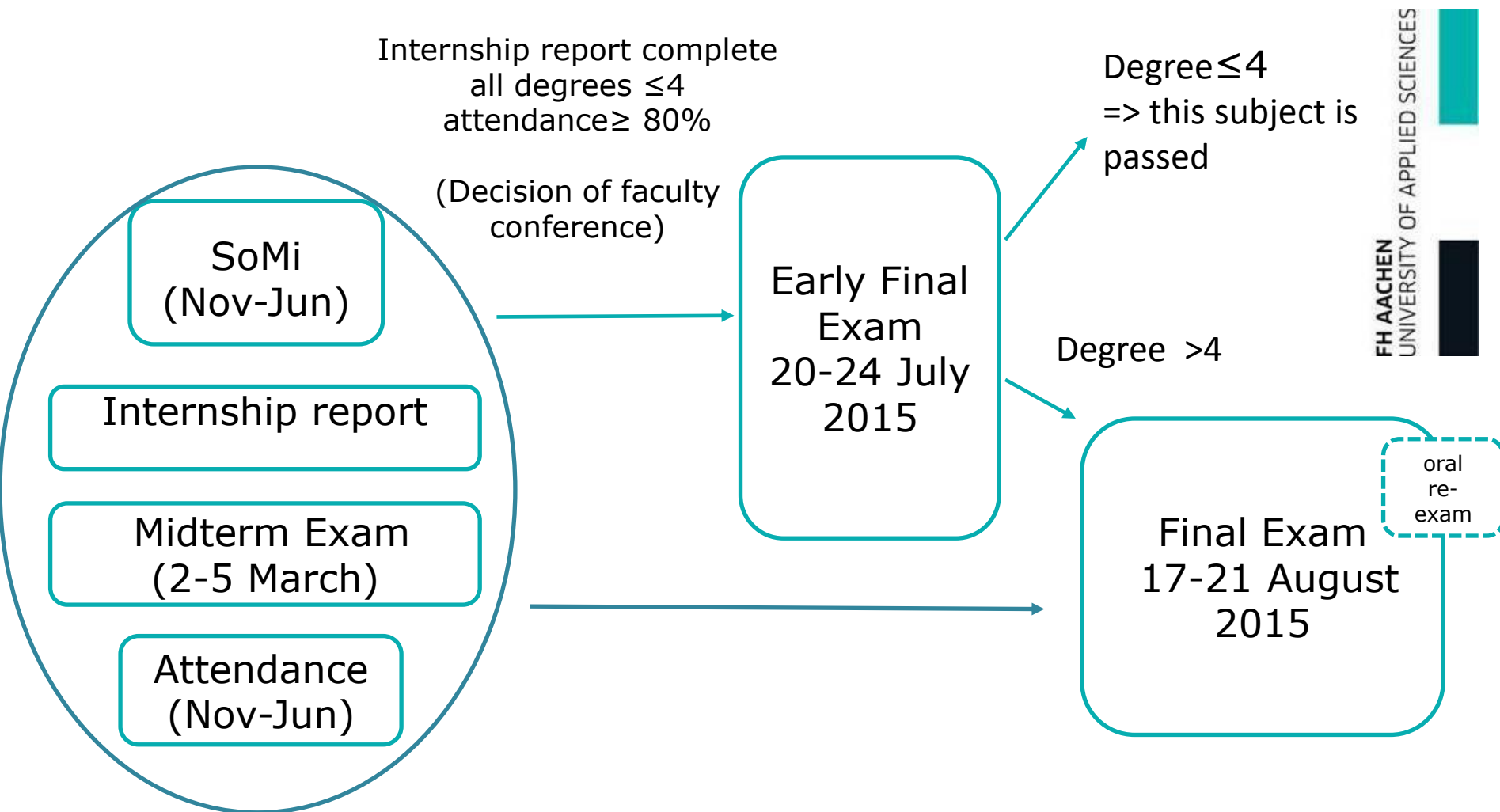
# Very IMPORTANT for you

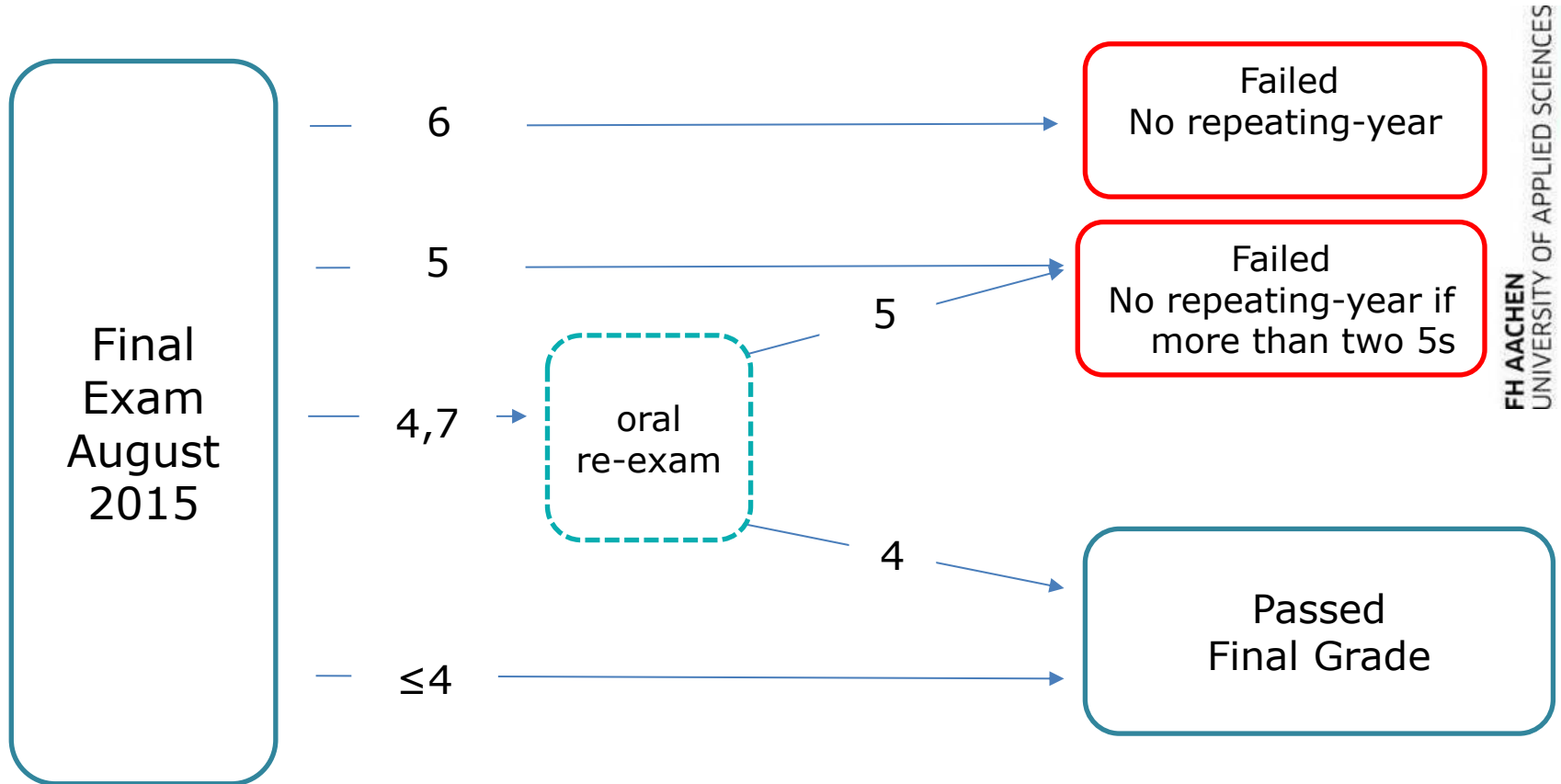
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PLEASE NOTE:

**DO NOT** book your flight tickets until you receive your ***FINAL RESULTS***

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# Repetition Exams: 18.– 22.Aug

If you failed 1-2 **exams**, and you do not have a **'6'** in your result,

→ You will have the chance to repeat the subject next freshman year

If you failed **more than 2 exams with '5'** or one **'6'** in your results,

→ You will not be admitted to a university

- You cannot stay in the Freshman Program



# *Graduation Ceremony for all Freshmen*

*07. September  
at 13:00 p.m.*

*in the new building complex in  
Jülich*



## **You will study at the Fachhochschule Aachen, Campus Jülich**

Your major (field of study) will be written in the admission letter.

→ make sure to give the FH Aachen the correct address / contact details

**More detailed information can be found here:**

<http://www.fh-aachen.de/hochschule/freshman/programm/>



Kontakt/Hilfe | Stellenanzeigen | Presse | Telefonbuch | Downloads | Login

english

STUDIUM

FACHBEREICHE

DIE HOCHSCHULE

FORSCHUNG

- Studienangebote
- Bachelorstudiengänge
- Masterstudiengänge
- Duale Studiengänge
- Studentische Projekte
- Sprachenzentrum
- Internationally Oriented Studies (IOS)
- Freshman Institute

Aktuell gewählter Bereich



## Studium

Bachelorstudiengänge

Masterstudiengänge

Duale Studiengänge

01 Architektur

02 Bauingenieurwesen

- > Bauingenieurwesen
- > Bauingenieurwesen Netzingenieur (Dual)
- > Holzingenieurwesen

03 Chemie & Biotechnologie

- > Angewandte Chemie
- > Angewandte Chemie (Dual)
- > Applied Chemistry (ACS)

07 Wirtschaftswissenschaften

- > Betriebswirtschaft/Business Studies
- > Betriebswirtschaft PLuS (Dual)
- > European Business Studies
- > International Business Studies

08 Maschinenbau und Mechatronik

- > Maschinenbau
- > Mechatronik
- > Schienenfahrzeugtechnik
- > Wirtschaftsingenieurwesen



[Startseite](#)[Die Hochschule](#)[Freshman](#)[Tests](#)[Anforderungen,  
Bewerbung und  
Aufnahmeprüfung](#)[Dienstleistungen,  
Gebühren, Campuse  
und Studentenwohnheim](#)[Programm](#)[Agenturen](#)[Downloads und Weblinks](#)[Institute members](#)[Patentprogramm](#)

اللغة العربية/arabisch

# Freshman Program

[Überblick](#)[Partner-Universitäten](#)[Studienschwerpunkte](#)

## Schwerpunkte in Englisch und Deutsch: Ingenieurwissenschaften

[- Details ausblenden](#)

Das englische Sprachniveau für die Aufnahmeprüfung muss IELTS 4,5 oder Internet-basierte TOEFL (iBT) 53 sein.

[FH Aachen](#)

- Applied Chemistry
- Biomedical Engineering
- Civil Engineering
- Electrical Engineering
- Mechanical Engineering
- Physical Engineering

2.

1.

# Internships

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**FH Aachen = to have 8 weeks internship is obligatory by enrolment**

→ **Additional weeks of internships:**

Make sure that you have 8 weeks of internship. Otherwise, there are some possibilities at the FH Aachen – for detailed information, please contact:

Mr Frank Krichel at

[krichel@fh-aachen.de](mailto:krichel@fh-aachen.de)

# Other important information:

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## **Application:**

- The IOS application took place on 1 April & 19. May 2015
- Now important → the new enrolment procedure

**Prüfung Technisches Deutsch** - is necessary before the 3<sup>rd</sup> semester

- without you cannot take any exams or apply for internships



# Suggestions for your studies:

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Study German!!  
Very important!!

→ More communication with  
German colleagues and fellow  
students!!

Questions during class: you  
should ask the Professor  
immediately!!

Read German  
articles and news.  
Watch TV program.

Take the  
opportunities  
to practice  
your  
speaking!!  
... etc. ...

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# Leaving Campus Geilenkirchen 2014





# Moving out

All Freshmen students must check out their rooms from the campus by latest Monday, **31. August 2015.**

On completion of your Freshman examinations, **you are strongly advised NOT to go home on holiday until you have found a place to live.**

**All students please find new living quarters!**

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# Points to Note Before You Leave the Campus

## Check out!!!

- Before you leave, your room will be checked by Freshman staff. Inform the office of your moving date - this will avoid waiting time
- You will have to return the keys personally and sign a form. → **Otherwise your security deposit can not be paid back.**

## Check out: Monday – Friday, office hours

(even if you leave on the weekend; keys given to office staff)

**No check-out = no deposit return**

A huge container can be filled with your garbage and things you do not want to take with you → in front of houses

→ **Room deposit: make sure that the Freshman Institute has your correct bank details!**

# Points to Note Before You Leave the Campus

Empty all cupboards, drawers and wardrobes.

Please check your rooms thoroughly and pack all of your clothes and personal belongings.

- The tables must be cleaned and all rubbish placed in the garbage cans outside.
- All posters, etc. must be carefully taken down from the walls (without damaging the walls or wallpaper).
- All the cupboards, drawers and wardrobes must be cleaned thoroughly inside and out.
- The bathrooms must be thoroughly cleaned including EVERYTHING (toilet, sink, shower, walls, floor and mirror).
- You can keep your luggage in **our luggage room**.



# Points to Note Before You Leave the Campus

You can take sheets, blankets, pillows, bedcovers and pillowslips with you. The internet cables too. In case you do not want them, throw them into the container

All mattress covers have to be taken off the beds (white full mattress covers with the **zippers**). Leave them on the bed, **do not throw them away!** The mattresses themselves must be left in the room.



Do not forget your clothing from the drying and washing rooms

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# Points to Note Before You Leave the Campus

**The kitchen must be left clean and tidy as you found it when you arrived at the Campus!!!**

Remove ALL of your FOOD from the refrigerators and freezers.



All the cooking stoves and ovens must be thoroughly cleaned!

All of your kitchen utensils that you no longer need must be removed or thrown away.

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# Points to Note Before You Leave the Campus

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Return of your deposits:

- Return your **copy cards** to the office
- **Bicycles** – after checked and when in order
- Return maths & physics books, keys to room & letter box
- Room deposits will be transferred to your accounts appr. in October 2015

# Points to Note Before You Leave the Campus

- **Your new address must be given to:**
  - The office, your bank, health insurance, cell phone provider, FH Aachen (you can change it online: <http://www.gis.fh-aachen.de> and <http://www.fh-aachen.de/hochschule/studierendensekretariat/anschrift-namensaenderung/#c3980>)
- Don't forget to change your delivery address (e.g. amazon, ebay, DELL)
- Your post can be forwarded to your new address by the Deutsche Post for a fee of € 19.90 for 6 months and € 25.20 for 12 months. **(Nachsendeantrag) → has to be done as letters, packages etc. will NOT be forwarded or collected without prior notice.**
- Empty your letter boxes as letters will NOT be forwarded

# Deutsche Post - Nachsendeauftrag

Details for the Nachsendeantrag at the Deutsche Post can be received in the found **Post Office** or in the Internet under <http://www.nachsendeauftrag.de/> and [www.deutschepost.de](http://www.deutschepost.de).

Deutsche Post 

**eFILIALE**

## Nachsendeauftrag

- › Nachsendeauftrag
- Leistungen
- Preise
- Nachsendeauftrag erteilen**
- zur eFiliale

### Der Nachsendeauftrag, für Ihren Umzug.

Mit dem Nachsendeauftrag erreicht Sie Ihre Post auch nach dem Umzug. Teilen Sie uns ihre Adressänderung frühzeitig mit, damit wir Ihre Post pünktlich zum Umzug an Ihre neue Adresse weiterleiten können. Bis zu 12 Monate lang, auch ins Ausland.

Beauftragen Sie Ihren Nachsendeauftrag am besten 2 Wochen vor dem Umzug, mindestens aber 5 Werktage vorher. Bitte beachten Sie, dass nicht alle Sendungen nachgesandt werden können. › **Weitere Infos.**



### Umzugshelfer



Hier finden Sie eine Auswahl an Partnern, die Ihnen den Umzug erleichtern

› **Umzugshelfer**

**Übrigens:** auch in sensiblen Situationen können Sie sich auf den Nachsendeauftrag verlassen. Wenn zum Beispiel Briefsendungen aufgrund eines Sterbefalls oder eines Umzugs in ein Pflegeheim umzuleiten sind.

### Nachsendeauftrag online erteilen

Sie können Ihren Nachsendeauftrag in der eFiliale der Deutschen Post problemlos beauftragen. Hier finden Sie weitere Infos zu › **Leistungen** und › **Preisen.**

**Nachsendeauftrag erteilen**



# After you return from your home countries - after HOLIDAY

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- Please note that your current student ID / Semesterticket is only **valid until 31. August 2014**
- After return from home countries, **you have to pay for using public transport** (U-Bahn, Zug, Bus etc.)
  - **Starting from 1. September 2014**
- If you use public transportation without paying, you will have to pay fines and eventually be criminally liable.
- Do not use the student ID or semestertickets from other students!

# Other important information:

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## **Health insurance is obligatory**

- your current insurance with Dr. Walter expires at the end of August
- The fee will be automatically deducted from your bank account (appr. 70€ monthly) after your registration at University
- Without health insurance, registration an university is NOT possible!
- **Important:** always inform the health insurance about your new address!



# Personal liability insurance - Haftpflichtversicherung:

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You are advised to make a „third party liability insurance“ (Haftpflichtversicherung) policy with an insurance company.

This is to cover you regarding any damage that may be caused by your own neglect.

*An example:*

You have to notify the landlord if something is wrong (such as a leaky toilet) so he can fix it, otherwise if it causes more damage, you may be responsible.

*For example:* 50-80€, im Internet e.g. Huk24, Allianz, Debeka amongst other companies



# What do you need for Visa renewal?

**After you get enrolled at the university, you need to renew your visa within 4 weeks after, no matter if it is still valid or not!**

**The international office will give you detailed information on 7. Sept.**

- Valid passport (residence permits cannot be extended beyond the expiration date of passport)
- rent contract/Meldebescheinigung from the Einwohnermeldeamt
- original student ID card for the current semester
- 1 passport-sized, biometric photo (taken in Germany)
- proof of health insurance – letter from the new health insurance.
  
- Students living im Kreis Düren, Aachen or elsewhere need proof of a **blocked account** of around **8,100€**.  
**(Sperrkonto needed)**
  
- Ca. 90€ (to be paid immediately when picking up)



# Blocked account / visa renewal:

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## Please Note:

A blocked account (in German called Sperrkonto) is needed for your visa extension

→ Due beginning of September

→ proof that you can support yourself for one year

→ Contact your bank advisor at e.g. Commerzbank, Mr Erdweg or Ms Scott



# Blocked account / visa renewal:

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Do I need to close my old bank account for example at the Commerzbank, Sparkasse or any other bank?

- No. Nevertheless, there is no need for more bank accounts. If you put more money on your blocked account than asked for (more than 8100€) you can use the additional money as you please.
- If you do close your already existing bank account, please make sure to inform the respective people / companies (e.g. important institutions, companies, land lord etc., change the details on your amazon account etc.)

Definitely ask again at the bank with which you are opening a Sperrkonto.

→For a step by step instruction and information for opening a blocked account (**not a normal bank account**), please check these websites:

- [http://www.deutsche-bank.de/pbc/pk-studium-international\\_students.html](http://www.deutsche-bank.de/pbc/pk-studium-international_students.html)
- [http://www.uni-due.de/scies/blocked\\_bank\\_account.shtml](http://www.uni-due.de/scies/blocked_bank_account.shtml)

# Enrollment

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Get enrolled (immatrikuliert/Einschreibung) at the FH Aachen – **This year only 2 appointments** are offered

## **1. after July exams – between 04. - 07. Aug. 2015**

- Enrollment – **Semesterticket** / student ID card
- New address details / Meldebescheinigung - no new visa without this & a pen

## **2. after August exams – between 02. - 11. Sept. 2015**

- Enrollment – **Semesterticket** / student ID card

Programm starts on **Monday, 07. Sep. 2015**

Classes start on: **Wednesday, 09. Sept. 2015**

# Enrollment

To enroll, please hand in at my office **by latest 30. June 2015:**

- Proof of payment (Kontoauszug), showing that you have already paid the university fees (Semesterbeitrag)

**YOUR own  
Matrikelnummer and  
JUEL 20152** have to be  
written as  
Verwendungszweck !!!



**€uro-Überweisung**

Für Überweisungen in Deutschland, in andere EU-/EWR-Staaten und in die Schweiz in Euro.  
Bitte Mitgliedspflicht gemäß Außenwirtschaftsordnung beachten!

Angaben zum Begünstigten: Name, Vorname/Firma  
FH Aachen

IBAN  
DE81390500000000060236

BIC des Kreditinstituts  
AACSDE33XXX

Betrag: Euro, Cent  
241,30

Kunden-Referenznummer - Verwendungszweck  
[Matrikeln. in Zahlen] JUEL 20152  
noch Verwendungszweck

Angaben zum Kontoinhaber: Name, Vorname/Firma, Ort

IBAN

Datum  
04.05.2015

Unterschrift(en)

16

SEPA-Überweisung



# Enrollment

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## FH Aachen

### Who will help you in Jülich?

Akademisches Auslandsamt  
room 00A45  
Heinrich-Mußmann-Str. 1  
52428 Jülich

International Office, Jülich  
Frau Katherine Stone  
Tel.: +49 (0)241 6009 53270  
Email: [ios@fh-aachen.de](mailto:ios@fh-aachen.de)  
[stone@fh-aachen.de](mailto:stone@fh-aachen.de)



# During the semester at the FH Aachen

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## Who will help you in Jülich?

Akademische Betreuung der internationalen Studierenden  
des Fachbereichs Energietechnik

Raum 00B18

Heinrich-Mußmann-Str. 1

52428 Jülich

Frau Sabina Lisnikowska

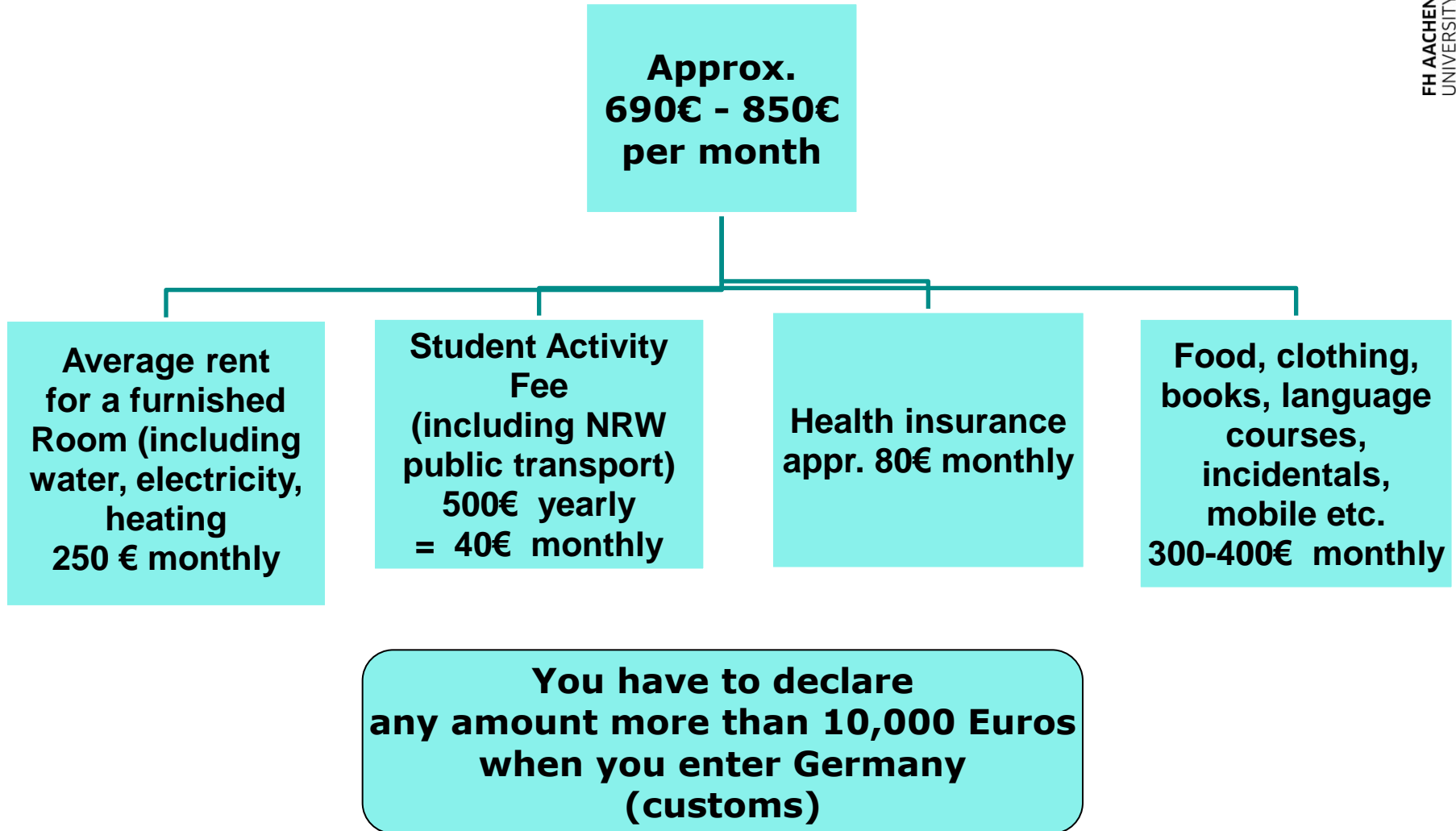
Tel. 0241 6009 53718

e-mail: [lisnikowska@fh-aachen.de](mailto:lisnikowska@fh-aachen.de)



# What costs do you have to consider monthly?

E.g. [https://www.study-in.de/en/plan-your-stay/money-and-costs/cost-of-living\\_28220.php](https://www.study-in.de/en/plan-your-stay/money-and-costs/cost-of-living_28220.php)



# Useful tipps:

<https://www.study-in.de/en/>

Study in Germany  
Land of Ideas

Powered by **DAAD** Deutscher Akademischer Austausch Dienst  
German Academic Exchange Service

gefördert von **Bundesministerium für Bildung und Forschung**

**DAAD worldwide events meet us!**

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Search site

[Study](#) [Life](#) [Community](#) [About the DAAD](#)

### Choose a course

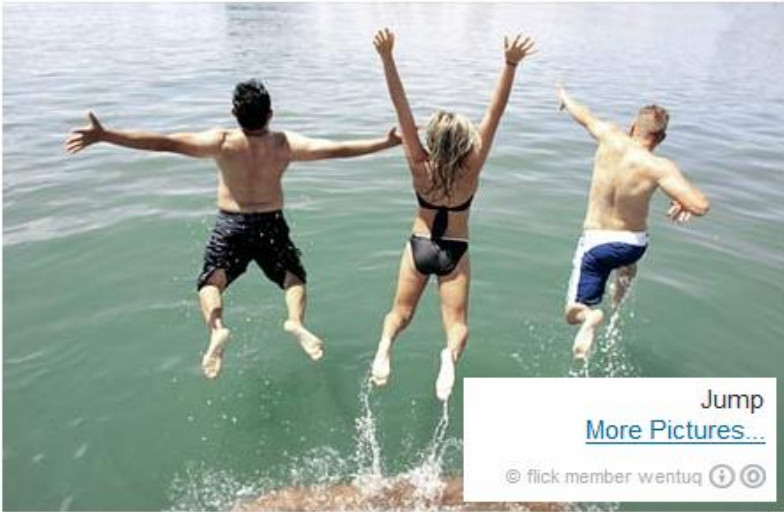
Select degree

all

Select a field of study

Courses in English only

**go!**



Jump [More Pictures...](#)

© flick member wentuq

## Study in Germany

We introduce to you those [cities and towns](#) that attract the most foreign students. Click on an icon!

[Karte](#) [Satellit](#)

## A student's life

[Application](#) [Chat](#) [Forum](#) [Checklists](#)

[Cost of living](#) [Events](#) [Finding a flat](#) [Games](#)

# Useful tips:

<https://www.study-in.de/en/on-arrival/tips-for-every-day/>

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German Academic Exchange Service

erleben you



Bundesministerium  
für Bildung  
und Forschung



Study Life Community

Home » Life » Useful tips for daily life

## Do's & Don'ts



Every country has its own customs and Germany is no exception to this rule. In order that you know how to deal with certain situations and what you should rather not do, read [our tips](#).

## Bicycle, Car, Bus & Tram



There is a whole bunch of means of transport in Germany:

[Learn to cycle](#)  
[Take a bus or train](#)  
[Driving a car](#)  
[Car Sharing](#)

## Food & Shopping



No need to worry if you are a vegetarian. You won't starve to death in Germany because there are quite a few Germans who also don't like meat. Actually the wide range of restaurants can

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# Finding an apartment



# Finding an apartment

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- What do I have to consider?
- Where can I receive information?
- Useful links, tips etc.
- Contract

# Student Dormitory

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There could be a long waiting list if you apply for students dormitories.

Online Application links and useful information on <http://www.freshman-institute.de/?p=2250>



# Where can you find the information for a new room?

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- Internet
- Notice Boards in the University Campus
- You can also post your own advertisement on the board by Fachschaft in 00A05 (Jülich Campus)
- Advertisements in local newspapers and magazines  
e.g. "Super Sonntag" and "Jülicher Woche"  
[www.supersonntag.de](http://www.supersonntag.de), [www.aachener-zeitung.de](http://www.aachener-zeitung.de)
- Notice Boards in local supermarkets

# Useful tips:

## Shared accommodation links (WG):

[www.wg-gesucht.de](http://www.wg-gesucht.de)

[www.studenten-wg.de](http://www.studenten-wg.de)

[www.zwischenmiete.de](http://www.zwischenmiete.de)

## The following websites are useful for private accommodation vacancies and requests:

[www.immonet.de](http://www.immonet.de); [www.immobilienscout24.de](http://www.immobilienscout24.de)

[www.immowelt.de](http://www.immowelt.de); [www.kalayado.de](http://www.kalayado.de); [www.wohnanzeiger.de](http://www.wohnanzeiger.de)

More information: <https://www.study-in.de/en/plan-your-stay/accommodation>

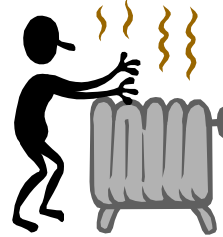
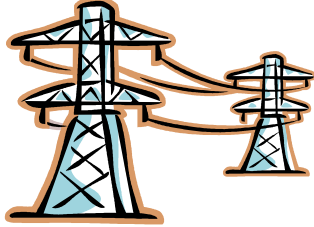
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# Moving to the new city or within Geilenkirchen

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- Get registered in registration office in the new city  
(*Einwohnermeldeamt*) → *the exact address is important, esp. for new visa!!!!*
- For the new visa, you need a new address and the registration at the *Einwohnermeldeamt*
- Open new bank account (if necessary)  
(*or ask for “Umzugsservice” in your new bank*)
- Inform your bank, health insurance company, cell phone provider and the FH Aachen of your new address
- The Post Office offers ,*Nachsendeservice*‘. Your post can be forwarded to your new address
- You can get the yellow bag for plastic garbage (Gelber Sack) in the city hall or other places for free.

# Moving into the new room



- **Electricity, heat and water** are normally not included in the rent (Kaltmiete).
- Inform the appropriate provider, e.g. ([Wasserversorger, Stadtwerke](#)) in your area that you are the new tenant in your flat or room.
- In case of a W.G. the arrangements could be different and you may only have to share the general costs.
- Register with the **Rundfunkbeitrag (GEZ / ARD ZDF Deutschlandradio)** in Germany (every apartment) so that you can legally use your TV, computer and radio. If you are caught using your television etc. without having registered you will have to pay a high fine.  
<http://www.rundfunkbeitrag.de/>
- Ask for help from landlord if you have any problems.

# Apartments – Contracts

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- Please be aware of the German contract law
- E.g. once signed difficult to cancel it
- In case of insecurities or questions regarding the contract, please contact us.

# Important things for rent a room

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## Security deposit (*Kaution*):

- If nothing is damaged and everything is clean, it will be returned after you have moved out,!
- It is recommended to make a documentation of the apartment condition together with your landlord before you move in.

## Rules for your house (*Hausordnung*):

- Quiet Hours (usually from 22:00-7:00)
- Clean the hall regularly
- Take out the garbage to the street
- Shovel snow
- might have to renovate/decorate the room when moving out (wallpaper, paint, etc.)

# Contract

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**Unlimited Contract**

**Limited rent contract, e.g.  
1 year**

# Limited Time Contracts

- Cannot cancel this contract before the end of the **rental period!**
- Please be very careful before signing limited contracts!
- Some landlords might accept a 1 month cancellation period, if you find next tenant (*Nachmieter*).



# Unlimited Contracts

## In case of moving out:

- inform the landlord **three months ahead of time** by writing a **letter with your signature**
- By German rental law this cancellation period (***Kündigungsfrist***) is usually 3 months – **even if it is not written in your contract.**
- Registered letter (***Einschreiben***) is better since you will then have written proof that the landlord got the letter.
- Read your contract for the **cancelling restrictions.**  
For example: some contracts only let you cancel at the end of the month.
- If you don't cancel your contract correctly, you might have to pay rent on 2 rooms at the same time.

# Commission for agencies / Provision für Mieter

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If an apartment is offered by an agency, additional costs besides the rent and the deposit can be asked for:

Kaution oder Genossenschaftsanteile:	2 Kaltmieten
Provision für Mieter:	1,79 Kaltmieten incl. Mwst

Die Provision ist vom Mieter zu zahlen, fällig nach Untrzeichnung des Mietvertrages.

In the above example you have to pay the fee.

# Furnished vs. Unfurnished

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Most apartments and rooms in Germany are **UNFURNISHED**.  
This means NO kitchens, beds, lamps, shelves, tables, etc.

## Furniture to buy:

- Second hand furniture
- Shops such as IKEA, Tedox



# What is a WG? (Flat sharing community)

a small group together in one flat

You have to be considerate of the other people in your flat –

- cook together
- clean together
- party together
- be quiet when someone needs to study or sleep and
- be their friend

**You share not only your kitchen and bathroom,  
but also your life!**

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# How do I read the ads for apartments in the newspaper and on the internet ?

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## Abbreviation - Explanations:

- <http://www.freshman-institute.de/wp-content/uploads/2013/09/Abk%C3%BCrzungen-Wohnungsanzeigen.pdf>

## Tips – useful information:

- [http://www.freshman-institute.de/wp-content/uploads/2013/09/Links\\_Vorschl%C3%A4ge-bei-der-Wohnungssuche.pdf](http://www.freshman-institute.de/wp-content/uploads/2013/09/Links_Vorschl%C3%A4ge-bei-der-Wohnungssuche.pdf)



# How much does it cost to move in?

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Jülich-Nähe Zentrum, geräumige 3 Zi. -Whg, ca. 77 qm  
Wfl. 3ZKDB, Balkon, MM EUR 425,-+NK EUR 150,  
- + 2MM Kaution, Garage möglich, Prov. frei

First month`s rent	425 euros
NK (Nebenkosten) – first month	150
2 MM Kaution – security deposit	<u>850</u>
	1425 euros

So you have to pay 1425 euros before your new landlord will give you the key.

Plus buy furniture, etc.

# Important things

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## Subletting (Untermieter)

In order to sub-let your room you must get written permission from the landlord.

If you live in a student dorm, you have to get **WRITTEN PERMISSION** from the

- Studentenwerk
- International Office
- student dorm commission

If you do not follow this rule, neither of you will ever get a room in the student dorms again.

[BACK](#)

# Useful tips:

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## International student card

→ you can apply online or at the Fachschaft in Jülich

→ national and international benefits

<http://juelich.fh-aachen.org>

<http://www.isic.de/>





# Useful tips – Financing - Jobs:

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- Financing & Scholarships:
- <http://www.freshman-institute.de/?p=2286&lang=en>
- [https://www.study-in.de/en/plan-your-studies/financing-and-scholarships\\_27633.php](https://www.study-in.de/en/plan-your-studies/financing-and-scholarships_27633.php)
- Jobs:
- [https://www.study-in.de/en/plan-your-stay/job-and-career/part-time-job\\_26928.php](https://www.study-in.de/en/plan-your-stay/job-and-career/part-time-job_26928.php)
- E.g. search for “Minijob” or look around on the University notice boards

If you have any problem or any questions, please come to our office, we are glad to help and assist you.

Of course, you can also send an e-Mail to:

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# Questions?



