



WEIHENSTEPHAN · TRIESDORF
University of Applied Sciences

WELCOME TO TRIESDORF

INFORMATION FOR INTERNATIONAL STUDENTS



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INTRODUCTION

Dear International Students,

We are delighted that you have decided to study here at our university.

This information brochure is intended to support you in preparing for your stay effectively and making it a success. If you have any further questions, we will of course be happy to help – both as you prepare for your studies and after you have started.

The HSWT International Office



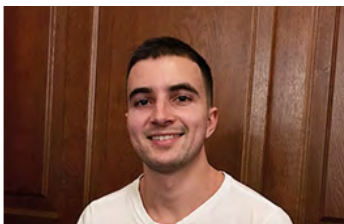
“Everyone at the University is extremely friendly and genuine. There are a lot of great things about the HSWT, but it’s the people who make it really special.”

Grace, USA,
Landscape Architecture



“I am very satisfied with everything that was provided for me. The International Office was very helpful with all the things regarding my stay in Freising.”

Irma, Bosnia-Herzegovina,
International Master of Landscape Architecture



“I loved Bavaria and my stay in Freising was incredible! HSWT is a very beautiful university, every facility is new and clean... I can only say good things about it.”

Carlos, Brazil, Engineering in Forestry

ABOUT WEIHENSTEPHAN-TRIEDSORF UNIVERSITY OF APPLIED SCIENCES

HSWT's roots date back to the beginning of the 19th century. Over the course of its history, HSWT has become Germany's largest 'green' university. Our degree programmes cover everything to do with nature, food, and the environment in the very broadest sense, with approaches ranging from scientific to artistic. In all of our degree programmes, the focus is on managing and using natural resources both efficiently and sustainably.

www.hswt.de/en/study/study-offer

The HSWT offers courses at the Weihenstephan and Triesdorf campus:

- » Weihenstephan/Freising campus, near Munich (approx. 3,800 students)
- » Triesdorf/Weidenbach campus, near Ansbach (approx. 2,100 students)



If you are looking for information on getting to the university or for a map of the area, go to:

www.hswt.de/en/approach

The Triesdorf campus is part of a unique network of higher-education facilities, the 'Bildungszentrum Triesdorf'. This is a one-off in Germany and covers a wide range of educational opportunities in agriculture, nutrition, food, and environmental / resource protection and management. What's more, the neighbouring Franconian Lake District offers a variety of water sports, as well as walking and cycling routes for all fitness levels. All of this at very low living costs!

Good to Know

You will find our information brochure for international students at the Weihenstephan campus here:
www.hswt.de/fileadmin/Redaktion/Englisch/Ways_to_the_HSWT/WST_Welcome_brochure.pdf

INFORMATION AND POINT OF CONTACT

On the HSWT website, you can find information about important induction events and course-specific preliminary courses under 'Freshman Info', ready for the start of your course.

www.hswt.de/en/studium/before-the-study/freshman-info

INTERNATIONAL OFFICE, FUNDING AND CAREER SERVICE – IFC

The International Office will support you in all situations, both as you prepare for your studies and during your stay. We also organise events and excursions for international students and offer advice on funding opportunities together with the Funding Department.

The Career Service will support you throughout your studies and in the transition from university to employment in all matters related to your job search, the application process and acquiring key skills. This free service is available to students in every semester. The Career Service also offers workshops and services for international students in particular.

www.hswt.de/en/international/facilities-for-international-affairs/international-office-funding-career-service

GENERAL COURSE GUIDANCE SERVICE

The General Course Guidance Service gives information and guidance on all matters concerning study that are not subject-specific – one-on-one and face-to-face, by e-mail or over the phone. If you need psychosocial counselling, they can put you in touch with a good counselling service.

www.hswt.de/en/study/during-study/service-advice/general-course-guidance-service

SUBJECT ADVISORS

Highly technical questions about the structure or content of individual degree programmes are answered by subject advisors for the relevant degree programmes.

www.hswt.de/en/study/during-study/service-advice/student-advisory-service

STUDENT.SERVICE

In the Student.Service, you can submit documents and applications, have certificates issued, obtain general information about study courses and get help with registering for exams or finding the right people to contact.

www.hswt.de/en/study/during-study/service-advice/student-service

COMPUTER CENTRE SERVICEDESK

The Servicedesk supports you with all questions related to the use of the university's IT facilities and equipment.

» **<https://servicedesk.hswt.de>**

» **servicedesk@hswt.de**

STUDIARENDENEWERK ERLANGEN-NÜRNBERG (STUDENTS' UNION)

The Erlangen-Nuremberg Students' Union is responsible for providing social and financial support to the students in Triesdorf. It runs the canteen on the Triesdorf campus and also offers a diverse counselling network for our students.

www.werkswelt.de (German website)



RESIDENCY-RELATED MATTERS

ENTRY / VISA

International students from an EU/EEA country or Switzerland only need a valid identification document for entry into Germany. Students from other countries should check whether they need a visa on the German Foreign Office website:

www.auswaertiges-amt.de/en/einreiseundaufenthalt/-/231148

If case you need a visa, you have to apply for it at the German embassy or consulate in your home country before travelling to Germany. You can find information on German missions in your home country at:

www.auswaertiges-amt.de/en/aussenpolitik/laenderinformationen

To study at a German university, you will need a 'national visa for the purpose of a study trip' (Nationales Visum zum Zwecke des Studienaufenthalts). If you are already living in Germany with a student applicant visa, you can apply for conversion to an official residence permit for study purposes (Aufenthaltserlaubnis zum Studienaufenthalt) after you have received admission to study.

You must apply for a student visa or student applicant visa before travelling to Germany! For this, you need to prove that you have adequate health insurance cover and sufficient financial resources (see 'Health insurance' and 'Financial resources'). Please remember to submit your application early, preferably several months in advance.

Good to Know

You can also apply for a 'Schengen Visa' at the German embassy or consulate, which entitles you to stay in Germany for a maximum of three months. You will have to leave the country once your visa has expired – it cannot be extended or converted to a national visa.





RESIDENCE REGISTRATION

After moving into a new flat, you have two weeks to register at the local citizens or residents registration office of your new place of residence. You can find the address and opening times on your local authority's website.

When registering, you will need a valid identification document and a declaration from the landlord stating that you are moving in ('Wohnungsgeberbescheinigung' – proof of residence certificate). If you are living as an interim tenant, the main tenant can issue the proof of residence certificate.

To register your new place of residence in Weidenbach-Triesdorf and the associated districts, please contact the Weidenbach town hall of the Triesdorf administrative community. You can find the opening hours and contact details at:

www.weidenbach-triesdorf.de (German website)

When you register your residence, you will receive meal vouchers worth €30.

Good to Know

It is not possible to register your residence as long as you are staying in a hostel or hotel.

If your name does not appear on the letter box outside, write your address as 'c/o [main tenant's name]'. If you live in a student hall of residence, make sure your room number appears on the registration certificate you receive after registering. Otherwise you may not be able to receive important post.

After moving house, you have two weeks to register with your new address at the citizens' registration office responsible for you.





RESIDENCE PERMIT

If you are not from an EU/EEA country, you need to apply for a residence permit at the Immigration Office during your visa term (or your visa-free stay). You can find the address and opening times on your local authority's website.

You can only apply for the residence permit after you have registered at the citizens registration office (see 'Residence registration'). Since it takes several weeks for the residence permit to be issued, the application should be made early.

The Municipality of Weidenbach is part of the District of Ansbach. Therefore Ansbach District Office – principal area 33 – is responsible for residence permits, visas and any permit and visa extensions.

More information and contact details can be found here:

www.landkreis-ansbach.de/Leben/Ausl%C3%A4nderwesen-Integration/Ausl%C3%A4nderwesen/
(German website)

The issue of a residence permit is subject to a fee of up to € 110. The exact amount depends on the length of your stay, among other things.

In general, the following documents are required for the residence permit application:

- » Application form
- » Passport
- » Visa (if applicable)
- » Proof of financial resources
- » Health insurance certificate
- » HSWT enrolment certificate
- » Biometrical passport photo



Good to Know

Inform the Immigration Office if you change your address.

If your visa or residence permit expires, get a 'probationary permit' (Fiktionsbescheinigung) for the interim period before you receive your new residence permit. Do not travel abroad with it without making sure you can come and go freely. Find out in advance at the diplomatic missions (embassy or consulate) of the destination country.

Even though Swiss students enjoy freedom of movement within the EU, they must apply for a purely declaratory 'Swiss residence permit' (Aufenthaltserlaubnis-Schweiz).



FINANCIAL MATTERS

In Germany, it is advisable to budget between €900 and €950 per month for your stay (e.g. for housing, food, clothing, insurance, learning materials and leisure activities). However, the cost of living in and around Weidenbach-Triesdorf is very low compared to the rest of Germany, so you can get by with less money here.

PROOF OF FINANCIAL RESOURCES

When you apply for a visa or residence permit, you will need to prove that you can afford to study and live in Germany. That is deemed proven if you have at least €934/month or €11,208/year available.

There are several ways to prove you have the financial resources:

- » Deposit the amount into a blocked account
- » Submit a declaration of commitment; i.e. somebody resident in Germany makes an obligation towards the Immigration Office to bear your living expenses
- » Provide proof of your parents' income and assets
- » Obtain a bank guarantee from a bank in Germany
- » Obtain a scholarship from a recognised scholarship provider

It is best to find out directly from a German diplomatic mission or the foreigners' registration office responsible for your place of residence which of these certificates are recognised there.

BLOCKED ACCOUNT ('SPERRKONTO')

A blocked account or 'Sperrkonto' (set up specifically for studying) is a special type of account which is not freely accessible to the account holder. The credit in this account is intended to cover all the costs of your stay in Germany. The law therefore stipulates a minimum amount to be paid into the blocked account: This currently stands at €934 for each month of your stay in Germany or for each month of validity of your visa/residence permit.

Once you have arrived in Germany, you can withdraw a maximum of €934 from the account per month, unless you paid in more than the minimum requirement.

The following providers offer blocked accounts (this list is not exhaustive and does not constitute a recommendation):

- » www.coracle.de
- » www.deutsche-bank.de
- » www.expatrio.com
- » www.fintiba.com

Some of these providers also offer health insurance for a period of study in Germany. Please read the 'Health Insurance' section before taking out insurance.



TUITION FEES AND SEMESTER FEE

All HSWT students are required to pay a semester fee. For the summer semester 2023 on Triesdorf campus, this students' union fee is €67. The students' union uses the money to fund the canteens, among other services. More information on the semester fee can be found at:

www.hswt.de/en/study/during-study/financial/semester-fees

Tuition fees are only charged to students from non-EU countries in the International Master of Landscape Architecture (IMLA) at HSWT. The fees amount to € 750 per semester.

www.hswt.de/en/study/study-offer/master/international-master-of-landscape-architecture

OPENING A BANK ACCOUNT

If you have a bank account in a Eurozone country, you can participate in the SEPA scheme for cross-border bank transfers and direct debits. If not, you will need to open a German bank account. In Germany, regular payments, such as rent, electricity, etc. are often deducted directly from the bank account by direct debit.

Student bank accounts tend to be free of charge and usually come with a debit card. Please check which ATMs you can withdraw money from free of charge.

To open a bank account, you will need your personal ID or passport, registration certificate (which you received when you registered your residence) and enrolment certificate. To open a bank account, the bank will also need your tax identification number (IdNo). If you have not yet received this, ask the bank if it would be possible to provide it at a later date.

The following banks can be found in Weidenbach (this list is not exhaustive and does not constitute a recommendation):

VR-Bank Mittelfranken West eG
Triesdorfer Str. 9
91746 Weidenbach
www.vr-mfr.de (German website)

Sparkasse Ansbach
Triesdorfer Str. 22
91746 Weidenbach
www.sparkasse-ansbach.de/en/home.html

Good to know

Once you have registered as a resident in Germany, you will receive your tax identification number (IdNo) in the post from the Federal Ministry of Finance. It may take a few weeks for you to receive the letter. If you move while you are waiting, the letter does not reach you for any other reason, or you misplace your tax ID number at a later date, you may request for it to be resent.

www.bzst.de/SiteGlobals/Kontaktformulare/EN/Tax_Idenr/message_IdNr/notification_idnr_node.html





EMPLOYMENT

If you come from an EU/EEA country or Switzerland, you may not work for more than 20 hours per week during lecture periods. Exceptions are possible if, for example, you only work weekends, in the evenings or at night.

Students from other countries may work a maximum of 120 full days or 240 half-days per year in Germany. Working days on which more than half of the standard working hours are worked, i.e. more than 4 hours, are considered as full days. Any employment that exceeds this limit must be approved in advance by the immigration authorities.

The restriction to 120 full days / 240 half days does not apply to part-time student jobs at the university or in the vicinity of the university (e.g. as a research assistant or at the student union). For compulsory internships that are a mandatory part of studying in Germany, the approval of the Foreigners' Registration Office is also not required. The 120 work days without approval can be used additionally and independently of this.

Please also take account of the information specified in your residence permit and contact the relevant immigration office in case of doubt.

The university's Career Service provides support in all matters concerning searching for jobs and the application process. You can find job advertisements and more in our online job platform:

<https://jobboerse.hswt.de/>

SCHOLARSHIPS

International prospective students and students can apply for a scholarship from numerous organisations. However, full scholarships are rather an exception in Germany.

There are various databases to help you find suitable scholarships:

- » **www.daad.de/scholarships** (scholarships database of the German Academic Exchange Service, DAAD)
- » **www.mystipendium.de** (scholarship database with matching process, in German)
- » **<https://erasmus-plus.ec.europa.eu/opportunities/individuals/students/erasmus-master-degree-loans>** (ERASMUS+ Master Degree Loans für Studieninteressierte aus der EU)

For some scholarships you can apply directly to the Weihenstephan-Triesdorf University of Applied Sciences. For example, there is limited support available as part of the 'Internationalisation of Universities' programme of the Bavarian State Ministry of Science and the Arts. You can also apply for support through the Germany Scholarship programme or a one-off grant for books and learning resources from the Oskar Karl Forster Scholarship fund.

You can find information on the HSWT scholarships at:

- » **www.hswt.de/en/study/during-study/financial/scholarships**
- » **www.hswt.de/en/international/ways-to-the-hswt/international-students**

Our university may also award scholarships from DAAD's STIBET I programme to assist with an imminent graduation and provide targeted support to particularly engaged foreign students. The departments recommend students deemed eligible for funding to the selection committee.



INSURANCES

HEALTH INSURANCE

Students in Germany are required to prove they have health insurance. This covers the costs of medical treatments and medications in the event of an accident or illness so that it doesn't have to be paid for privately.

Your insurance status can only be confirmed by a German statutory health insurance provider. They can confirm that you

- » are insured with a German statutory health insurance provider **or**
- » that you are exempt from taking out statutory health insurance in Germany, for example because you have private health insurance or have health insurance abroad.

No matter where or how you are insured - when enrolling, you should always contact a German statutory health insurance provider and ask them to inform our university of your insurance status electronically. **Enrolment is not possible without electronic notification of your insurance status.** The insurance contract or the insurance card are not sufficient for enrolment.

Applying for the proof of insurance status

1) If you come from a country with which Germany has concluded a social security agreement in the area of health insurance (including the EU/EEA and Switzerland):

In this case, you send an international health insurance certificate or a copy of the European Health Insurance Card (EHIC) to a statutory health insurance company in Germany. They will inform our university electronically that you are exempt from compulsory health insurance in Germany. There are no costs involved.

The EHIC does not replace travel insurance. The EHIC grants you the medically necessary state health services. Private medical healthcare services or expenses, for example return flights home to get treatment there, are not included.

2) What about a country with which there is no social security agreement?

First you should find out whether the services provided by your health insurance provider in your home country are comparable to those of a German health insurance provider. To do so, you will need to send an English version or certified translation of your insurance contract to a statutory health insurance provider in Germany. They will tell you **whether or not your insurance cover is adequate for studying in Germany**. If so, they can inform the HSWT electronically that you are exempt from taking out statutory health insurance in Germany.

Please check with your health insurance provider how the costs of medical examinations and medication are settled. Sometimes you need to pay for it yourself first, before having the money reimbursed upon presentation of the receipts and invoices.



If the services provided by your health insurance provider in your home country are not comparable to those of a German health insurance provider, you will need to take out a new health insurance policy.

If you opt for a **statutory health insurance provider**, you may be eligible for the student rate of about €90/month. This tariff is available up to the age of 30 or the end of your 14th semester. The insurance premium varies because every health insurance provider charges small individual supplementary contributions. The health insurance can electronically inform the HSWT that you are legally insured.

Doctors settle up all standard treatments and many preventive services, such as preventive medical check-ups or vaccinations, directly with the statutory health insurance provider. Only a few services require a separate contribution, e.g. for hospital stays (€ 10/day).

The following statutory insurance providers can be found in the Ansbach district (this list is not exhaustive and does not constitute a recommendation):

AOK Bayern
Geschäftsstelle Ansbach
Eyber Straße 63
91522 Ansbach
www.aok.de/fm/en-uk

BARMER Ansbach
Fischstraße 5a
91522 Ansbach
www.barmer.de/en

Techniker Krankenkasse Nürnberg
Südwestpark 65
90449 Nürnberg
www.tk.de/en

The fee for statutory health insurance for students who are already 30 years old at the start of their course starts at approx. €170/month. For older students, insurance with a private health insurance provider may therefore be the cheaper option.

If you decide to take out **private health insurance**, you should make sure that the tariff you have chosen offers sufficient protection before signing the contract. The following insurance policies are generally recognised for study purposes (the list is not exhaustive and does not constitute a recommendation):

- » 'Student' Care Concept tariff
- » DAAD insurance (Continental/Generali)
- » Mawista 'Student' or 'Science'
- » VELA 'Optimal' tariff

After concluding the contract, contact a statutory health provider in Germany. They can inform the HSWT electronically that you are exempt from taking out statutory health insurance in Germany.

General information on health insurance and health insurance providers is available at:
www.daad.de/en/study-and-research-in-germany/plan-your-studies/health-insurance



Good to Know

Before choosing private health insurance, you should consider the possible disadvantages:

Check the insurance conditions carefully. In some cases, dental prostheses or psychotherapeutic treatments, for example, are either not covered at all or only in part; treatment costs are not reimbursed if there is suspicion of a previous illness, or in case of accidents under the influence of alcohol.

Some tariffs have a limited duration, such as 24 or 48 months. Continued insurance after that is possible only at a higher price. Before an extension, your state of health may also be checked. If you have been seriously ill during the insurance term, you may not be able to continue your insurance at the desired rate.

Do you have to pay for part of the medical treatment yourself ('excess') or is there an upper limit for the assumption of costs? Will the costs of examinations and medication be reimbursed to you only after presentation of invoices or receipts? This can lead to financial difficulties in the event of serious illnesses.

If you take out private health insurance at the start of your studies, you cannot switch to statutory health insurance until you have completed your studies at the earliest, and only after you have taken up employment that is subject to social insurance contributions. You will have to stay privately insured the entire time, even if the tariff becomes much more expensive in the course of your studies or after the end of your studies.

Care Insurance

In addition to health insurance, you also need care insurance in Germany. Your health insurance company will insure you automatically. Students with statutory health insurance pay approximately € 23/month for care insurance; students with private health insurance pay approximately € 17/month.

PERSONAL LIABILITY INSURANCE

Personal liability insurance covers the costs of accidental damage, for example if you were to cycle into someone or drop a friend's smartphone. Accidents in which people are injured can cost several million euros. Without private liability insurance, you will have to pay for the damage yourself. **In the worst-case scenario, you may be paying off your debts for the rest of your life** – even if you return to your home country.

Private liability insurance is highly recommended and is not expensive. In some cases, it is also a prerequisite for conclusion of a tenancy agreement.

www.hswt.de/en/study/during-study/financial/insurances



ACCIDENT INSURANCE

Students are covered by accident insurance for study-related activities at the university and on their way there. For example, the insurance covers accidents that occur during lectures or at academic facilities (such as the university library), during excursions or at the university sports centre.

The insurance benefits can be claimed only if an accident occurs without outside influence, i.e. nobody else is to blame for it. If, for example, you fall and injure yourself at university, the accident insurance company will cover all costs incurred.

Notify the university management as soon as possible in the event of an accident. They will report it to the accident insurance company. Be sure to inform the attending physician that the accident occurred while you were visiting the university.

www.hswt.de/en/study/during-study/financial/insurances



ACCOMMODATION

Most students in Germany live in a shared apartment, known as a 'Wohngemeinschaft' or 'WG'. They share the apartment (bathroom, kitchen, ...) with other people but have their own room.

LOOKING FOR ACCOMMODATION

Finding a room or flat in Weidenbach or in the surrounding areas is relatively easy, especially as rents are comparatively low.

We have compiled a directory of all the landlords we know who regularly rent to students. You can obtain this on request from the general student advisory service.

In addition, students at the Triesdorf campus have the option of staying in the student residence in Ansbach (Schöneckerstrasse 11), which is easily accessible by bus from Weidenbach. You can find more information here:

www.hswt.de/en/study/during-study/campus-life/triesdorf-campus

You can search for flats and rooms in shared flats on the internet here:

- » **www.wg-gesucht.de/en/** (German-wide accommodation website for apartments and WG rooms)
- » **<https://www.weidenbach-triesdorf.de/boerse>** (Wohnungsbörse Stadt Weidenbach und Umgebung)

Finding Accommodation once you've Arrived

The display board in building C also has a number of rooms and flats to rent directly from landlords or from students who want to sub-let their lodgings or rent them out temporarily. You can also post your own 'accommodation wanted' ad. You will also find apartment adverts and room offers in local newspapers.

SHORT-TERM ACCOMMODATION

If you need somewhere to stay for a few days before moving in to your accommodation, or if you'll be receiving visitors during your stay, accommodation options are available in the following hotels and holiday homes:

www.altmuehl-moenchswald.de/index.php/fewos-zimmer/unterkuenfte-weidenbach (German website)



List of Abbreviations for Housing Search

Abbreviation	Definition	Abbreviation	Definition
AB	Altbau (old building)	NK / NBK	Nebenkosten (utilities)
Bj.	Baujahr (year of construction)	NR	Nichtraucher (non-smoker)
Blk.	Balkon (balcony)	OG	Obergeschoss (upper floor)
DG	Dachgeschoss (top floor)	qm	Quadratmeter (square meters)
EBK	Einbauküche (fitted kitchen)	Wfl.	Wohnfläche (living space)
EG	Erdgeschoss (ground floor)	WG	Wohngemeinschaft (shared accommodation)
Etg.	Etage (floor)	Whg.	Wohnung (apartment)
KM / kalt	Kaltmiete (cold rent)	WM / warm	Warmmiete (warm rent)
KT	Kaution (deposit)	ZH	Zentralheizung (central heating)
MM	Monatsmiete (monthly rent)	Zi.	Zimmer (room)
mtl.	monatlich (monthly)	ZKB	Zimmer, Küche, Bad (room, kitchen, bath)



RENT AND HOUSING-RELATED COSTS

It is very cheap to live in and around Triesdorf compared with the rest of Germany; rental prices for a room start at just €150, while rates for flats/apartments are a little higher.

You often have to pay a deposit when you move in. You will get this back at the end of your tenancy, provided that the room and furnishings are not damaged.

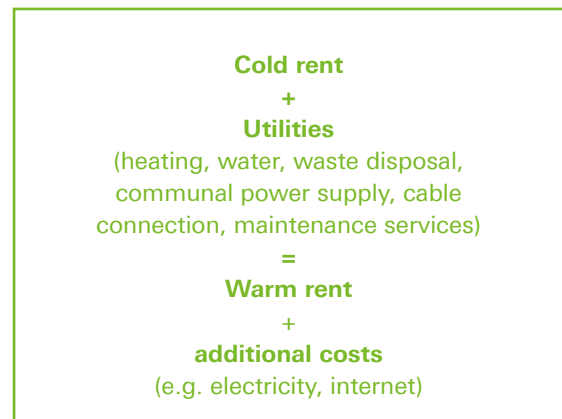
If you hire an estate agent to find an apartment or room for you, you will be charged commission if they are successful. That is non-refundable. Commission is usually two months' rent, regardless of how long you stay in the room or apartment.

Cold Rent and Warm Rent

In Germany, a distinction is made between 'Kaltmiete' (net monthly rent or 'cold rent') and 'Warmmiete' (gross monthly rent including utilities or 'warm rent').

Additional costs may be added to the warm rent. Please check before signing the lease exactly how much money you will need to budget per month.

A flat rate is paid every month for heating and additional utility costs as well as electricity.



If it turns out that you have used more than you have paid for, you will have to pay the difference. If you have used less than you have paid for, you will get money back. They are usually only settled once a year, so you may not receive the difference until a few months after you have moved out.

TV and Radio Licence Fee

A TV and radio licence fee ('Rundfunkbeitrag') of €18.36 per month is charged for every apartment in Germany. The money collected from this fee is used to fund public radio and TV channels. The licence fee is not included in accommodation rental costs.

If several people are living together (for instance, in a shared apartment), only one person is required to register to pay the licence fee. The others can be exempted from registration. You should ask your flat-mates which of them pays the licence fee. The cost is usually divided between all of the residents.

You will usually receive a letter from 'ARD ZDF Deutschlandradio Beitragsservice' with information about the licence fee soon after your registration at the local citizens registration office. Please reply to this letter in order to avoid having to make retrospective payments at a later date.

For more information, see:

- » www.rundfunkbeitrag.de/welcome/index_ger.html and
- » www.rundfunkbeitrag.de/welcome/englisch/students_and_apprentices/index_ger.html



German standard plug socket



GOOD TO KNOW

Apartments are usually let unfurnished (sometimes even without a kitchen). For rooms, please pay attention to the details given in the description.

For the first few months, temporary rent ('short-term leases') may also be worthwhile, and they are usually rented furnished.

Always check the location of the room or apartment. Some offers are located outside Freising and are difficult to reach without a car. If you are unsure, ask the landlord if the university is within walking distance, or if there are good public transport connections.

Unfortunately, fraudsters are particularly common online. For example, you should be sceptical about very cheap accommodation, if your landlord wants to send you the keys by post, if you are asked to send rent in advance via money transfer service (e.g. Western Union) or if the landlord does not respond to your enquiries. More information on how to recognize a fraud is available at:

www.wg-gesucht.de/artikel/fake-ads-what-people-searching-for-accommodation-need-to-know

Electronic devices operate at a mains voltage from 220 to 230 volts and a frequency of 50 Hz. Type C and F plug sockets are used (see photo at the top of the page). If the plugs in your home country conform to a different standard, you will need an adaptor.

Tap water in Germany is considered safe to drink and can be used for cooking and drinking without reservation.

Cooking, washing clothes and taking showers or baths cause humidity in the apartment. To prevent mould, open the windows for 5–10 minutes three or four times a day – even in winter. Please do not ventilate the apartment with the heating on. Turn the heating off before opening the windows. Once the windows are shut again, you can turn the radiators back on.

In Germany, waste is separated for environmental reasons. There are usually specially marked bins for plastics (e.g. packaging, containers, bags, plastic film, drinks cartons), kitchen waste (e.g. leftover food, tea leaves and coffee grounds, eggshells, rotten fruit and vegetables, dead flowers), paper (e.g. cardboard boxes, newspaper) and general waste (anything that does not go in any of the other bins). There are usually separate collection containers for glass outside the residential complexes. Batteries may be disposed of in designated boxes for example in drug stores or electronic stores.

A deposit is often paid for beverage bottles and cans at the time of purchase. This is usually between €0.08 and €0.25, depending on the packaging. The deposit bottles are marked with a special logo. When the empty packaging is returned to a shop, the deposit is refunded.





WEIDENBACH-TRIEDSORF

The municipality of Weidenbach lies between the small town of Ansbach and the Franconian Lake District, a recreational area with seven man-made lakes.

In the district of Triesdorf, the former summer residence of the Margrave of Brandenburg-Ansbach has developed into a modern educational location. The Triesdorf Agricultural Training Institutes offer a selection of educational programmes unique in Germany in the fields of agriculture, nutrition and food management as well as environmental protection.

DIRECTIONS TO TRIEDSORF AND TRANSPORT CONNECTIONS

By Plane (Nuremberg Airport)

From Nuremberg airport, take the underground (U 2) to Nuremberg main station. From here you can continue by train.

By Train and Public Transport

At Nuremberg main station you can take the S-Bahn (S4) or the Regionalexpress (RE) to Ansbach.

From Ansbach, bus lines 736 and 738 (journey time 30 minutes, bus stop "Triesdorf/Weidenbach Markgrafenstr.") will take you to the campus. Alternatively, you can change in Ansbach to the Regionalexpress to Triesdorf.

From Triesdorf station, take bus line 736 (journey time 21 minutes, bus stop "Triesdorf/Weidenbach Markgrafenstr.") to the campus. You can also walk to the university in about 20 minutes; follow the signs to Weidenbach.

You can find more information about the timetable on the following websites:

- » www.vgn.de/en
- » www.bahn.com/en

In the evening hours, a shared taxi will take you from the surrounding towns to the station and back for a small surcharge. You have to order the shared taxi at least one hour before departure time by phone (+49 981/19410).

www.vgn.de/netz-fahrplaene/anrufsammeltaxi/landkreis-ansbach/triesdorf (German website)

By Car to the University

Via A6 onto the B13 (between Ansbach and Merkendorf) and turn off at the signpost "Landwirtschaftliches Bildungszentrum Triesdorf".

For more detailed information and a map, visit our website at:

www.hswt.de/en/approach



ACTIVITIES IN WEIDENBACH, TRIESDORF AND THE SURROUNDING AREA

Bars, Cafés and Restaurants

Gasthof Eder, Triesdorfer Str. 28, 91746 Weidenbach
www.gasthof-eder.de (German website)

Gaststätte Sammethbräu, Marktplatz 1, 91746 Weidenbach
<https://sammeth-bräu.de> (German website)

Quasimodo Bar and Restaurant, Am Kreuzweiher 4, 91746 Weidenbach
www.dasquasimodo.de (German website)

Students looking to enjoy a night out can also find a number of bars and pubs in neighbouring towns and cities such as Ansbach and Gunzenhausen, all of which can easily be reached by train.

Cultural Events and Parties

Special events in Triesdorf include:

- » Balls and dance parties in the Altes Reithaus
- » KONTUR campus festival in June
- » Johannitag – open house day in Triesdorf at the end of June
- » International evening in the Altes Reithaus at the end of November

Most student parties are held in the halls of residence and WGs. Dates are usually announced on the noticeboards or spread by word of mouth. Also watch out for flyers in the university cafeterias.

The Ansbacher Kammerspiele (intimate theatre) has a daily programme of outstanding productions. Regular joint events are also held here with students from Ansbach University of Applied Sciences.

www.kammerspiele.com (German website)

Cinemas

In addition to film nights hosted with fellow students, the latest films can be enjoyed in the following cinemas:

- » <https://gunzenhausen.kino-movieworld.de> (Gunzenhausen, German website)
- » <https://capitol-kinocenter.de> (Ansbach, German website)
- » www.cinecitta.de (Nürnberg, multiplex cinema with some showings in English, German website)



Gardening

The Triesdorf campus garden is a community garden on campus. It is open to all students from the surrounding institutions and citizens. The only requirement for participation is the desire to garden. In addition, the social aspect is in the foreground: getting to know people and exchanging ideas.

Contact: ak-garten-triesdorf.konvent@hswt.de

Triesdorf Association for School Pupils and Students ('Verein Triesdorfer Schüler und Studenten' – VTS)

In Triesdorf, the VTS organises a varied programme of events for all the area's educational establishments. These range from regular rock concerts in the 'Altes Rathaus' to film weeks, balls and theatre productions. Further information is available at:

www.vts-triesdorf.de (German website)

Student Working Groups ('Studentische Arbeitskreise' – AK)

Student working groups focus predominantly on matters relating to work and study, but also deal with ideological and religious matters. Becoming involved in a working group that looks at a topic you are interested in helps you build contacts in this area much more quickly than you could ever think possible. Example working groups include AK Grünere Hochschule (greener university), AK Blasmusik (brass band music), AK Garten (garden) and AK Theater (theatre).

A registration list is displayed on the noticeboard at the start of each semester, where students who wish to set up their own working group or join an existing group can add their names.

Sports Offer

An extensive range of sports activities can be enjoyed in Triesdorf, including badminton, archery, football, hockey, swimming, table tennis, volleyball, and yoga. To find out everything you need to know about the university sports facilities available in Triesdorf, visit:

www.hswt.de/en/study/during-study/campus-life/triesdorf-campus/university-sports

The student riding club works with a riding stable in Bechhofen (around ten kilometres away), where students may also house their horses.

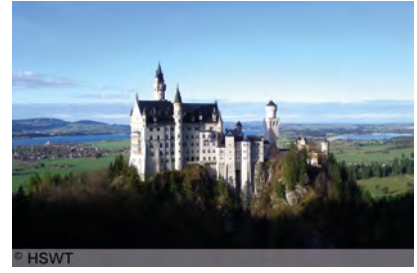
In addition to the university sports facilities, students may also join the TSV Weidenbach-Triesdorf (aerobics, football, tennis, table tennis, yoga, QiGong, Zumba):

www.tsv-weidenbach.de (German website)

The nearby Franconian Lake District offers numerous water sports opportunities:

www.fraenkisches-seenland.de (German website)

Weidenbach is connected to regional and national hiking and walking trails. The Altmühl-Mönchswald region has numerous waymarked circular walking routes that take between 90 minutes and three hours to complete. You can also explore the scenic landscape on foot or by bike by planning your own walking routes and cycle rides on the well-maintained network of pathways. Further information and individual maps are available from Weidenbach's town hall.



HELPFUL TIPS

TRAVEL OPTIONS IN GERMANY

Deutschland-Ticket / Bavarian Discount Ticket

The Deutschland-Ticket for €49 is valid throughout Germany for all journeys on local and regional transport. The Bavarian discount ticket is a discounted Deutschlandticket for students at Bavarian universities at a price of €29/month. It is ideal for students who commute regularly to university.

www.vag.de/en/tickets/all-tickets/detail/bayerisches-ermaessigungsticket-reduced-ticket-monthly

Train and long-distance busses

There are a number of low-fare ticket options for rail travel in Bavaria, Germany, or cross-border journeys. For journeys within Bavaria, for example, you can opt for the Bayern-Ticket (Bavarian ticket) or the Bayern-Ticket Nacht (Bavarian night ticket). If several people are travelling together, they can split the cost of the journey and save money. Use Deutsche Bahn's (DB) online advisor to find the best deals:

www.bahn.de/p/view/angebot/berater.shtml (German website)

Bus journeys are often significantly cheaper than train journeys. You can compare prices for journeys within Germany and international journeys on this website:

www.busradar.com

Carpooling

Carpooling is an affordable way to travel in Germany. You can use an online portal to search for drivers who are travelling along a specific route on a specific day and will take passengers for a small fee. Sometimes people also search the portals looking for other passengers to share group tickets for train journeys.

www.blablacar.co.uk

For Motorists: Environmental Stickers

Many cities in Germany (e.g. Augsburg, Munich, Stuttgart) have established 'Umweltzonen' (low-emission or 'environmental' zones), through which only cars with valid 'Umweltplakette' (environmental stickers) may drive. The goal is to reduce pollution from nitrogen oxide and particulate matter. If you drive within these zones without a valid environmental sticker, you run the risk of incurring a fine of at least € 80. Environmental stickers are not required in Ansbach, Triesdorf and surroundings.

You can find detailed information on the low-emission zones at:

www.bmuv.de/en/topics/air-noise-mobility/air/emissions-control-sticker-low-emission-zone



SHOPPING

Official Shop Opening Hours

Please note that shops in Bavaria – whether they are supermarkets, clothes shops or stationary shops – are open until 8:00 p.m. at the latest Monday to Saturday. Smaller shops often close earlier.

All businesses are closed on Sundays and public holidays. Bakeries, which open for a few hours on Sundays, and restaurants are an exception to this rule. Pharmacies operate an emergency service on a rotating basis. You can also shop on Sundays at airports or main railway stations.

Buying Used Goods

Besides internet forums (see below), the bulletin board in building C and the 'Small ads' section on the HSWT homepage are the most commonly used platforms for requests and offers – whether you're looking to buy a bike, need furniture for your room, or are on the hunt for a part-time job.

You can find out about offers online using the following websites, for example:

- » www.kleinanzeigen.de (German website)
- » www.facebook.com/groups/151803438335812 (HSWT [Triesdorf]: search/offer)



MEDICAL CARE

If you are ill, you should first consult a general practitioner ('Allgemeinarzt'). Call the doctor's surgery to make an appointment and to avoid long waiting periods. However, in urgent cases, it is also possible to go to the doctor's surgery without making an appointment. Remember to bring your health insurance card with you (EHIC or another document that is valid in Germany). If necessary, your GP may refer you to a specialist ('Facharzt') or the hospital. You can find doctors in your area here:

www.gelbeseiten.de (German website)

If you get sick in the evening, at weekends or during the night, you can consult a doctor on call. You can find surgeries with doctors on call in your area at:

www.116117.de/bps/web/index.php/de/search (German website)

Doctors who speak your native language are often listed on the website of your country's embassy or consulate general.

If you have health insurance in your home country and are unsure of which medical costs will be covered in Germany, ask your health insurance provider directly.

Medication is available in pharmacies. Some medication is only issued on presentation of a doctor's prescription. If you take regular medication or nutritional supplements for your health, you should check whether these are available in Germany before leaving your home country. It is not permitted to send medicine by post to the EU.

Good to know

In the event of a **life-threatening situation**, call the **emergency number 112**. The ambulance service, police or fire brigade services will be notified depending on the emergency. In general, the staff speak several languages.

EMERGENCY NUMBER 112

You can contact the **police** directly by **calling 110**.

POLICE 110



CHECKLIST FOR PREPARING YOUR STAY

Early (at the Latest Upon Admission)

- » Start looking for somewhere to live
- » Check the validity of your passport; apply for a new one if it expires in less than six months
- » Check immigration laws; if necessary, apply for a visa
- » If necessary, take out health insurance for the duration of your studies
- » If necessary, open a blocked account

Shortly Before your Programme Start Date

- » Submit the documents required for enrolment by post and pay the semester fee in due time
- » Check when and where introductory events and preliminary courses are taking place

After your Arrival

- » If necessary, open a bank account / release your blocked account
- » Register your arrival in the local citizens registration office
- » If necessary, make an appointment with the Immigration Office to apply for a residence permit
- » Register to pay your TV and radio licence fee or to notify the authorities that you are exempt
- » If necessary, update your address in MyCampus



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