

JLU

NEW PATHS. SINCE 1607.

JUSTUS-LIEBIG-
 UNIVERSITÄT
GIESSEN

INTERNATIONAL OFFICE OF JUSTUS LIEBIG UNIVERSITY GIESSEN

INFORMATION SESSION FOR INTERNATIONAL DEGREE-SEEKING STUDENTS

TODAY'S TOPICS

1. Contacts for International Degree-Seeking Students
2. Orientation Week(s) / Days
3. Late Arrival
4. First Steps for your Stay in Giessen
 1. Health Insurance
 2. Accommodation
 3. Registration at the Municipal Authorities
 4. Bank Account
 5. Immigration Authorities
5. Financial Support
6. Registrar's Office: Study Certificates, (Re-)Enrolment and Student ID Card
7. Important Dates
8. German Language Courses
9. Centre for Competence Development / JustInternational Series / International Calendar

SUPPORT SERVICES FOR INTERNATIONAL STUDENTS

International Students

international.students@uni-giessen.de

Phone: +49 641 99 12174/-43



Patrycja Zakrzewska

Head of
Support Services for
International Students
(currently out of office)



Marina Mohr

Advisor for
International
Students



Anna Pehlgrimm

Advisor for
International
Students

SUPPORT SERVICES FOR INTERNATIONAL DOCTORAL STUDENTS

International Doctoral Students

promotionsstudium-international@uni-giessen.de

Phone: +49 641 99 12167



Dr. Imke Neumann-Fatia

Advisor for International
Doctoral Students

SUPPORT SERVICES FOR INTERNATIONAL STUDENTS AND DOCTORAL STUDENTS

We provide information on:

- Visa and resident permits
- Financing/scholarships
- Working in Germany
- Health insurance: public and private
- Finding and changing accommodation
- Language courses
- Social and individual issues
- all consultation sessions are confidential



Photo: JLU / Katrina Frieze

OPEN OFFICE HOURS

For international students:

Mon: 10 am–12 pm & Wed: 2–4 pm

Goethestrasse 58, Room 38

For international doctoral students:

Mon: 10 am–12 pm & Wed: 2–4 pm

Goethestrasse 58, Room 21

- No registration needed
- Pick-up a free tote bag with information material



Photo: Anna Pehlgrimm

GETTING TO KNOW YOU – LIVE SURVEY

We would like to get to know you:

1. Which country are you from?
 2. Which study programme are you going to study at JLU?
 3. If you are not yet in Germany, when will you arrive?
- Scan the QR code with your smart phone to participate in the live survey



CENTRAL STUDENT ADVISORY OFFICE

ZENTRALE STUDIENBERATUNG

Goethestrasse 58, 1st floor

35390 Giessen

Email: zsb@uni-giessen.de

Phone: 0641 99 16223 or

0641 99 16400 (via Call Justus)



Photo: JLU / Sebastian Ringleb

Office Hours (via phone):

Mon: 10 am – 12 pm

Tue: 1 pm – 3 pm (focus teacher education)

Thu: 3 pm – 5 pm

Fri: 10 am – 12 pm

Office Hours (in person)

Tue: 3 pm – 5 pm

Thu: 1 pm – 3 pm

ORIENTATION WEEK / DAYS ORGANIZED BY THE CENTRAL STUDENT ADVISORY OFFICE AND FACULTIES

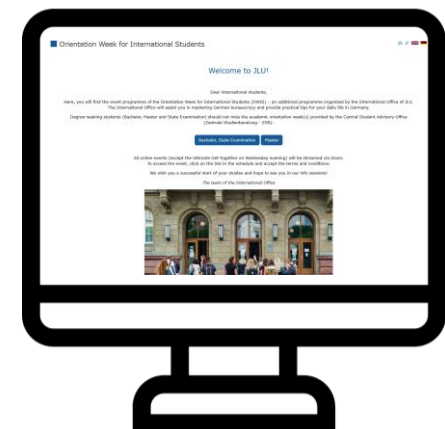
- *Studieneinführungswoche(n)* ([StEW](#)):
28 September – 2 October or 5 – 9 October for
Bachelor and State Examination students
- *Master-Studieneinführungstage/Orientation Days for Master's Students* ([StET](#)): 8 & 9 October (exceptions apply!)
 - faculties will organize introductory events for specific master's programmes during these two days
 - In these events, you will learn about the content and structure of your study programme and can ask questions e.g. on course registration

ORIENTATION WEEK ORGANIZED BY THE INTERNATIONAL OFFICE

Orientation Week for International Students (OWIS): **5 – 9 October 2026 for all international students**

You will find on the [website](#):

- Overview of upcoming events (“schedule”) including links to online information sessions
- Presentation slides and flyers for download
- Contacts
- FAQ Section



Graphic: Canva

MARKT DER MÖGLICHKEITEN

- Official welcome to all new students starting in the winter semester
- Information stands of important institutions of JLU and organisations of Giessen and surroundings

Photo: JLU/Katrina Friese



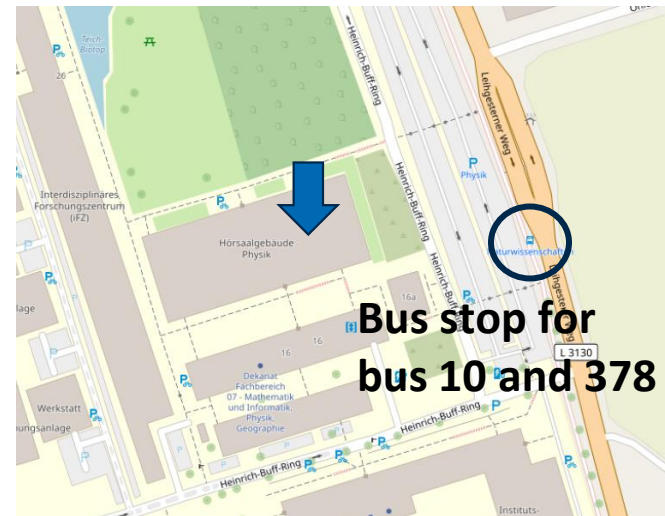
Today from 4 – 6 pm

Wilhelm-Hanle Lecture Hall

Physics Building

Heinrich-Buff-Ring 14

35392 Giessen



**Bus stop for
bus 10 and 378**

WELCOME & SPEED-FRIENDING (ONLINE)

- Online alternative to Markt der Möglichkeiten
- Part of JustInternational series
- No password or registration required
- Organised by our student assistants

Tonight at 7:30 p.m.

(German time)

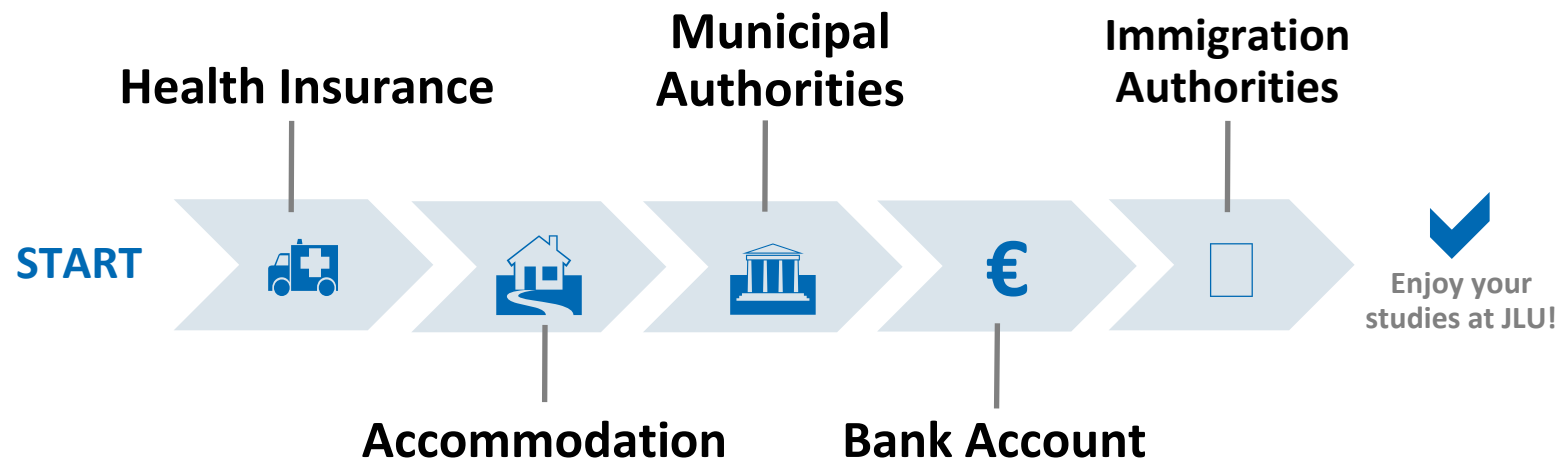
Where: [BigBlueButton](#)



LATE ARRIVAL

- Enrol for the winter semester and **stay enrolled** unless you want to apply again next year
- Your admission cannot be deferred to a later semester
- Please check with your faculty whether online courses or blocked seminars (usually towards the end of the semester) are offered
- Also check in with your faculty up to which week you can join a course and still gain credits
- Participate in extra-curricular online courses, like German courses or career workshops

FIRST STEPS FOR YOUR STAY IN GIESSEN



You can find all necessary steps explained in our document “To Do List”.

FIRST STEPS FOR YOUR STAY IN GIESSEN: HEALTH INSURANCE

- All students must have adequate health insurance coverage when studying and living in Germany
- We recommend to choose a statutory health insurance provider
 - Statutory/public insurers cover more services and treatments; however, they will charge fees from enrolment/first month of the first semester even if you are not yet in Germany
 - Please clarify the start of payment with your chosen health insurance!
- If you are over 30 years old, you most likely have to choose a private health insurance

FIRST STEPS FOR YOUR STAY IN GIESSEN: HEALTH INSURANCE

- When opting for private health insurance:
 - Compare tariffs
 - Consider choosing a higher tariff
 - Pay attention to the duration of contract
 - If you have pre-existing illness/condition, a private health insurance will become very costly
- Changing health insurance from public to private is possible but not other way around (exceptions apply)

FIRST STEPS FOR YOUR STAY IN GIESSEN: ACCOMMODATION

- Look for an apartment or a room in a flatshare (“WG”) (with the [Studierendenwerk](#)* or from private landlords)
- Ask the landlord to sign the confirmation of tenancy (**Wohnungsgeberbescheinigung** > for registration at the city office)
- You can find a brochure with tips on finding accommodation in the download section of our [OWIS-Website](#)

*Waiting list of the Studierendenwerk:

It is important to stay on the waiting list. The Studierendenwerk will send an email every two weeks to which you have to reply in order to stay on the waiting list.

FIRST STEPS FOR YOUR STAY IN GIESSEN: REGISTRATION AT THE MUNICIPAL AUTHORITIES

- Once you have found accommodation, register as a resident of the city Giessen or the town you are staying in (Anmeldung)
- For the registration you will need:
 - ✓ passport/identity card
 - ✓ confirmation of tenancy (Wohnungsgeberbescheinigung)
 - ✓ if applicable, your residence permit (Aufenthaltstitel) or visa
 - ✓ if applicable, previous certificates of registration (Meldebestätigung)
- In Giessen you can book an appointment online by choosing the option „[Anmeldung: Zuzug aus dem Ausland](#)“
- If you have not previously lived in Germany, you will also receive your personal **tax identification number** after your registration (keep this letter safe for working in Germany!)

FIRST STEPS FOR YOUR STAY IN GIESSEN: BANK ACCOUNT

- If you don't have a **bank account in Germany**, open one:
 - ✓ Some banks require an appointment. Check in with them beforehand!
 - ✓ Banks and savings banks in Giessen (amongst others): Deutsche Bank branch, Postbank, Sparkasse Gießen, Volksbank Mittelhessen eG
 - ✓ Please remember to mention that you are a student to receive discounts
- If you have a **blocked account** and would like to release the funds in it, you will need a confirmation from the immigration authorities (Ausländerbehörde).

FIRST STEPS FOR YOUR STAY IN GIESSEN: IMMIGRATION AUTHORITIES - RESIDENCE PERMIT

- Contact the Immigration Authorities via email for your registration:
auslaenderbehoerde@giessen.de or phone **+49 641 306-2280**
- For students in Giessen: approx. two months before your visa/residence permit expires, please contact the immigration authorities for a residence permit/extension of your residence permit

Fri, 9 October, 10:00 am

Residence Permit for Your Study Period

Join the online
meeting for more
information!

FINANCIAL SUPPORT

- Securing a grant in Germany is not easy: it usually requires **excellent academic achievements** as well as **social commitment**
 - For a first orientation: [DAAD Grants Database](#)

Awarded at JLU for international students:

- DAAD Prize for outstanding academic and social achievement
- DAAD partial scholarships for international students in the closing phase of their degree
- DAAD partial scholarships for more equity and opportunity
 - More details can be found on the [website](#).

Other:

- Financial hardship assistance grants (e.g. [Solifonds](#))

REGISTRAR'S OFFICE: APPLICATIONS, ADMISSIONS & ENROLMENT

INTERNATIONAL ADMISSION



Onja Paulsen & Katarzyna Smolka

international.admission@uni-giessen.de

+49 (0)641-99 16400 (via Call Justus)

Tuesday: 08:00 – 10:30 a.m.

Thursday: 10:00 – 12:30 p.m.

STUDIENBESCHEINIGUNG (STUDY CERTIFICATE)

Name & address

JUSTUS-LIEBIG-UNIVERSITÄT GIESSEN

Justus-Liebig-Universität Gießen, Postfach 11 14 40, 35390 Gießen

Herr
Manfred Herbert Karl Mustermann-Dingenskirchen
Zu Hause 1 ABCD 12345678901234
24944 Flensburg

PRÄSIDENT
Dezernat B – Recht, Zentrale Aufgaben, Sicherheit und Angelegenheiten der Studierenden

Studierendensekretariat
Erwin-Stein-Gebäude
Goethestraße 58
35390 Gießen

Telefon: (0641) 99 – 16400 (über Call Justus)
Telefax: (0641) 99 – 12159
Email: stud-sekretariat@admin.uni-giessen.de
Internet: <http://www.uni-giessen.de>

Immatrikulationsbescheinigung/Stammdatenblatt für das Sommersemester 2024

Matrikelnummer: 4000000

Immatrikulationsdatum: 14.06.2017

Hörerstatus: Haupthörer
Hochschulsemester: 40
Urlaubssemester: 1

Manfred Herbert Karl Friedrich Mustermann-Dingenskirchen (geb.: 11.12.1980) ist im Sommersemester 2024 vom 01.04.2024 bis 30.09.2024 an der Hochschule im Studiengang oder in folgenden Studiengängen eingeschrieben:

Abschlussziel	Studienfach	Studientyp	Fachsemester	Beginn
Baccalaureus Artium	Kultur der Antike	Vollzeitstudium	2	01.04.2024

Gießen, 18.03.2024

Dieser Bescheid ergeht gemäß § 37 Absatz 5 Hessisches Verwaltungsverfahrensgesetz ohne Unterschrift.

Verifikationsnummer: Naa2vXFdKJiL

Diese Bescheinigung kann bis 180 Tage nach der Erstellung verifiziert werden. Zur Verifikation wählen Sie bitte folgende Webadresse: https://gude.uni-giessen.de/qisserver/pages/startFlow.xhtml?_flowid=verification-flow

Student ID / matriculation number: 8*****

Information on your study programme

Verification code

Verification link

WAHLBENACHRICHTIGUNG (VOTING NOTICE)

**JUSTUS-LIEBIG-
UNIVERSITÄT
GIESSEN**

Justus-Liebig-Universität Gießen, Postfach 11 14 40, 35390 Gießen

Herr
Manfred Herbert Karl Mustermann-Dingskirchen
Zu Hause 1 ABCD 12345678901234
24944 Flensburg

PRÄSIDENT
Dezernat B – Recht, Zentrale
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Studierendensekretariat
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35390 Gießen

Telefon: (0641) 99 – 16400 (über Call
Justus)
Telefax: (0641) 99 – 12159
Email: stud-sekretariat@admin.uni-
giessen.de
Internet: <http://www.uni-giessen.de>

Wahlbenachrichtigung

Soweit in diesem Semester Wahlen zu den universitären oder studentischen Selbstverwaltungsgremien stattfinden und Ihre Einschreibung oder Rückmeldung bis zum Stichtag für die Aufnahme in das Wählerverzeichnis erfolgt ist, sind Sie vorbehaltlich Ihrer Eintragung in das Wählerverzeichnis bei den universitären Wahlen oder bei den studentischen Wahlen wahlberechtigt.

Wer sich nicht bis zum Stichtag rückmeldet oder einschreibt, kann auch nicht in das Wählerverzeichnis aufgenommen werden. Die Wahlform (Urnen-/Briefwahl, elektronische Wahl) wird in der jeweiligen Wahlbekanntmachung festgelegt. Briefwahl ist – sofern vorgesehen – auf Ihren persönlichen Antrag möglich.

Der untenstehende Antrag auf Aushändigung der Briefwahlunterlagen ist an das Wahlamt, Ludwigstraße 23, 35390 Gießen zu richten (im Hauptgebäude, 2. Stock, Zimmer-Nummern 220). Weitere Einzelheiten entnehmen Sie bitte den jeweiligen Wahlbekanntmachungen.

Die Wahlleiterin
der Justus-Liebig-Universität Gießen

Gießen, 18.03.2024

Dieser Bescheid ergeht gemäß § 37 Absatz 5 Hessisches Verwaltungsverfahrensgesetz ohne Unterschrift.

Verifikationsnummer: Naa2vXFqJIL
Diese Bescheinigung kann bis 180 Tage nach der Erstellung verifiziert werden. Zur Verifikation wählen Sie bitte folgende Webadresse: https://gude.uni-giessen.de/qisserver/pages/startFlow.xhtml?_flowid=verification-flow

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**Antrag auf Aushändigung der Briefwahlunterlagen
(Sommersemester 2024)**

Name, Vorname: Mustermann-Dingskirchen, Manfred Herbert Karl Friedrich Matrikelnummer: 4000000 Straße, Hausnummer: Zu Hause 1 ABCD 12345678901234	Geburtsdatum: 11.12.1980 wahlberechtigt im Fachbereich: Geschichts- u. Kulturwiss. wahlberechtigt in Fachschaft: keine Fachschaft (Studienkolleg) Postleitzahl, Ort: 24944 Flensburg
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Ich bitte um Übersendung der Briefwahlunterlagen an meine obenstehende Anschrift.

Ort und Datum: Gießen,
Eigenhändige Unterschrift:
Rücksendeadresse: Wahlamt der Justus-Liebig-Universität Gießen, Ludwigstraße 23, 35390 Gießen
Ludwigstraße 23, 35390 Gießen

Gießen, 18.03.2024

Dieser Bescheid ergeht gemäß § 37 Absatz 5 Hessisches Verwaltungsverfahrensgesetz ohne Unterschrift.

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As a registered student, you may participate in the elections of the **student council**.

These pages explain the voting process.

If an election is coming up, you will be informed via email.

RE-REGISTRATION

- If you are staying in Giessen for the **summer semester 2027**, you will have to pay the semester contribution for re-registration.
- The amount will be published on our [website](#) at the **end of December 2026**.
 - The amount changes every semester.
- The contribution must arrive at JLU's bank account by the **end of February 2027** at the latest because...
- ... if you transfer the payment too late and miss this deadline, you will have to pay a late fee of **30 €**.
 - Please remember that it may take a couple of days until the transfer arrives.

STUDENT ID CARD (CHIP CARD)

1. An email with the subject „Aktivieren Sie bitte Ihren JLU-Account / Please activate your JLU-Account“ has been sent to your private email address.
2. During activation, each student will be given a username and an email address. You will also need to set a password to access JLU's online services. After successful activation, you will receive a confirmation email which again contains information about your **user name** and your **university email address**.
3. Please go to **iam.uni-giessen.de** in order to request your chip card.
4. The chip card will only be sent to a German postal address. We do not send chip cards to addresses outside of Germany. Please do not forget **your room number** if you are staying in a dormitory. Please do not forget to put your **name on your mailbox** or alternatively, let us know which name is on the mailbox (c/o).
 - Please update your postal address in GUDE as well as soon as you have one.
5. After registration as a student, please communicate only via your university email address – please state your matriculation number as well as your full name whenever you contact us. We will not respond to private email addresses due to data protection restrictions. Thank you for understanding.

IMPORTANT DATES

- **Winter Semester 2026/2027**
 - Start: 01 October 2026 End: 31 March 2027
- **Lecture Period**
 - Start: 12 October 2026 End: 12 February 2027
- **Re-Matriculation for the Summer Semester 2027**
 - Start: 15 January 2026 End: 28 February 2027

GERMAN LANGUAGE CLASSES

- Study-accompanying German evening classes on all levels: A1 – C1 (some courses are offered online)
- Registration for degree-seeking students was open from **5 – 6 October** via the [German course website](#) and will be open again on **15 October for all groups**
 - For registration: JLU uni account + European bank account number
- Courses take place during the lecture period twice a week for 90min each (either Mo + Wed or Tue + Thu)
- Fee: 104 € for the whole winter semester
- German knowledge is important for finding jobs in Germany!

CENTER FOR COMPETENCE DEVELOPMENT (ZFBK)

- The Centre for Competence Development (ZfbK) at JLU is your first point of contact for:
 - Career advice (Career Services of JLU)
 - Learning foreign languages
 - Enhancing your study skills



Photo: private

[Career Preparation](#)



[Foreign Languages](#)



[Study Skills](#)



JUSTINTERNATIONAL SERIES

Would you like to **meet new people** or do you have **questions** about Giessen and the university? ... Join us **online** for information sessions and Open Q&A's!

JustInternational Series:

- Twice a month
- Mondays or Wednesdays at 7:30pm



Scan me!

Next events:

07 October: Welcome and Speed-Friending

21 October: Tips for Using the University Library

04 November: City Insights and the Perks of Your Student ID Card

JLU

NEUE WEGE. SEIT 1607.



International Office

Akademisches Auslandsamt

Goethestrasse 58

35390 Giessen

international.students@uni-giessen.de

www.uni-giessen.de/internationales

📷 jlu.international

THANK YOU!