

## Institutional Factsheet – Erasmus+ 2023/24

### Institutional Information

Name of the institution	UNIVERSITY of BREMEN
Erasmus Code	D BREMEN01; PIC: 999987454
Institution website	<a href="https://www.uni-bremen.de/en/">https://www.uni-bremen.de/en/</a>

### Contacts International Office

Contact person	Barbara Hasenmüller
Responsibility	Institutional Erasmus Coordinator Contact person for outgoing students/staff mobility
Contact details	Enrique-Schmidt-Str. 7, D-28359 Bremen, GERMANY Phone: +49 421 218-60362 - Fax: +49 421 218 60370 Email: <a href="mailto:euprog@uni-bremen.de">euprog@uni-bremen.de</a> <a href="https://www.uni-bremen.de/en/studies/orientation-application/applying-for-a-place/applications-from-abroad/exchange-students-from-partner-universities.html">https://www.uni-bremen.de/en/studies/orientation-application/applying-for-a-place/applications-from-abroad/exchange-students-from-partner-universities.html</a>

Contact person	Cornelia Krain
Responsibility	Contact person for incoming students
Contact details	Phone: +49 421 218 60375 - Fax: +49 421 218 60370 Email: <a href="mailto:incoming@uni-bremen.de">incoming@uni-bremen.de</a> <a href="https://www.uni-bremen.de/en/studies/starting-your-studies/offers-for-international-students/newcomer-service-for-exchange-students/">https://www.uni-bremen.de/en/studies/starting-your-studies/offers-for-international-students/newcomer-service-for-exchange-students/</a>

### Departmental Erasmus Coordinators

[https://www.uni-bremen.de/fileadmin/user\\_upload/sites/international/ERASMUS\\_Dokumente/Erasmusbeauftragt.pdf](https://www.uni-bremen.de/fileadmin/user_upload/sites/international/ERASMUS_Dokumente/Erasmusbeauftragt.pdf)

### Academic Calendar 2023/24

<b><u>Winter Semester 2023/24:</u></b>	
Duration of semester	01.10.2023 - 31.03.2024
Orientation weeks (incl. language course)	25.09.2023 - 13.10.2024
Course/Lecture period	16.10.2023 - 02.02.2024
Christmas Holidays	23.12.2023 - 05.01.2024
<u>Public Holidays:</u>	
“Tag der deutschen Einheit“	03.10.2023
“Reformationstag“	31.10.2023
Christmas	25./26.12.2023
New Year’s Day	01.01.2024
<b><u>Summer Semester 2024:</u></b>	
Duration of semester	01.04.2024 - 30.09.2024
Orientation weeks (incl. language course)	11.03.2024 - 28.03.2024
Course/lecture period	02.04.2024 - 05.07.2024
<u>Public Holidays:</u>	
Good Friday and Easter Monday	29.03.2024 and 01.04.2024
“Tag der Arbeit“ (Labour Day)	01.05.2024
“Christi Himmelfahrt“ (Ascension Day)	09.05.2024
“Pfingsten“ (Pentecost)	19./20.05.2024

## Application Procedure and Admission/Enrolment

<b>Nominations</b>	<p>Please send the list of nominated students to <a href="mailto:incoming@uni-bremen.de">incoming@uni-bremen.de</a> and to the Departmental Erasmus Coordinator (see link on p.1).</p> <p>Required information: full name of student, subject area of studies, study level, intended period of stay, email contact of student</p>
<b>Nomination deadlines</b>	<p><b>31<sup>st</sup> of May</b> for winter semester and whole academic year  <b>30<sup>th</sup> of November</b> for summer semester</p>
<p><b>Online registration for the exchange at the International Office in "Mobility Online"</b></p> <p><b>Online application for the enrolment as a visiting student at the University of Bremen in "MOIN"</b></p>	<p>Nominated students are required to register online for the ERASMUS exchange in the database of the International Office ("Mobility Online") first.          "Mobility Online" will be open from May to June (winter semester) and November to December (summer semester).</p> <p>In a second step students have to apply online for visiting studies at the University of Bremen in the database of the Student Office "MOIN".          MOIN will be accessible from July to September (for winter semester) and January to March (for summer semester).          Students will receive the link to the online databases via email together with the relevant instructions.          Required documents for both databases:</p> <ul style="list-style-type: none"> <li>• signed online application form (generated in "Mobility Online")</li> <li>• certificate of student status at the home university (e.g. matriculation or enrolment)</li> <li>• relevant language certificates or signed declaration of language competence (generated in Mobility Online)</li> </ul>
<b>Deadlines</b>	<p>Online registration for the ERASMUS exchange at the International Office (in "Mobility Online"):  <b>30<sup>th</sup> of June</b> for winter semester and whole academic year  <b>31<sup>st</sup> of December</b> for summer semester</p> <p>Online application for the enrolment as a visiting student at the University of Bremen (in "MOIN") is recommended until:  <b>15<sup>th</sup> of August</b> for winter semester  <b>15<sup>th</sup> of February</b> for summer semester</p>
<b>Invitation Letter</b>	<p>Students who need a visa to enter Germany will receive an Invitation Letter for their visa application by email from the International Office.</p>
<b>Admission/Enrolment</b>	<p>Students will get the "Admission Letter" at the University of Bremen from the Student Office after submitting the online application as visiting student in "MOIN".          The admission is not yet the enrolment!          The enrolment certificate ("Immatrikulationsbescheinigung") at the University of Bremen will be issued only after the student has</p> <ul style="list-style-type: none"> <li>- paid the semester contribution (see below)</li> <li>- sent the original signed "Acceptance of a Study Place" by post or email to the Student Office</li> <li>- submitted the proof of health insurance via ESMV procedure (newly introduced in 01/2022)</li> </ul> <p>Since January 2022 the proof of health insurance has to be submitted electronically by a German statutory health insurance (e.g. AOK or TK on the campus). Students have to contact one of the insurance companies (AOK or TK) and initiate the electronic notification procedure (see below: "Health Insurance")</p> <p>Please note: The International Office does not have access to the database "MOIN" of the Student Office!</p>

## Academic Information

<b>Course Catalogue</b>	The final version of the course list is usually published in August/September for the winter semester and in February/March for the summer semester. <a href="https://www.uni-bremen.de/en/studies/starting-your-studies/course-catalog/">https://www.uni-bremen.de/en/studies/starting-your-studies/course-catalog/</a>
<b>Teaching Language</b>	The main teaching language at the University of Bremen is German. The recommended German level to follow courses is B2 (according to the European language framework). To find courses taught in English select the respective field of study and then click on the button at the top "in english". There are also courses taught in English in "Global Education" for incoming exchange students. To view courses in Global Education scroll down to the bottom of the course list.
<b>Language Requirements</b>	German: B2 English (for English taught courses only): B2
<b>Grading System</b>	<b>Sehr gut</b> (Marks 1 and 1,3): Very good <b>Gut</b> (Marks 1,7; 2 and 2,3): Good <b>Befriedigend</b> (Marks 2,7; 3 and 3,3): Satisfactory <b>Ausreichend</b> (Marks 3,7 and 4): Sufficient <b>Nicht ausreichend</b> (Mark 5): Not sufficient / fail  An ECTS grading scale is not available.

## Practical Information

<b>Study Visa</b>	<b>Non-EU nationals</b> have to apply for a <b>study visa at the nearest German Embassy or Consulate</b> before entering Germany. Invitation Letters for the visa application are issued by the International Office upon receipt of the scan of the signed application documents.
<u>Exception:</u> Registration according to the REST-Guideline	Non-EU Erasmus students who have a <b>study visa</b> or a <b>residence permit for studies</b> for another EU-country which is valid until the end of the planned exchange period, have to be registered by the University of Bremen at the "Bundesamt für Migration und Flüchtlinge" (BAMF) <b>at least 30 days before the planned arrival date</b> according to the REST guideline 2016/801. BAMF will issue a mobility pass for the duration of the study period in Bremen.  Please note: If the residence title (study visa or residence permit for study purpose) <b>expires before the end of the planned study period in Germany</b> , a registration at the BAMF is not possible and students have to apply for a study visa instead (see above).
<b>Registration of Residence</b>	<u>Registration of Residence</u> (Meldebestätigung): All incoming students have to register with the city's authorities (BSC or BSU) within 2 weeks after taking residence in Bremen. Info: <a href="mailto:incoming@uni-bremen.de">incoming@uni-bremen.de</a>
<b>Health insurance</b>	Exchange students are required to have a valid health insurance that is equivalent to the German statutory health insurance, i.e. unlimited coverage of all treatments (incl. dental, psychological and pregnancy care) for the whole duration of their stay. <b>EU-Nationals:</b> European Health Insurance Card (EHIC) is accepted. French nationals should apply for EHIC/CEAM as early as possible as it might take several weeks to obtain the EHIC card) <b>Turkish Nationals:</b> TA11 or TA9 form issued by SSK (Sosyal Sigortalar Kurumu) is also accepted. <b>Non-EU Nationals</b> if they are not eligible for an EHIC card, they should get a German statutory health insurance (cost: 110,-€ per month) with one of the health insurance companies on campus (AOK, TK). Applications can be made online from abroad.  <b>NEW:</b> For the proof of the health insurance a new system has been introduced since January 2022. <b>Scans of the EHIC or TA11 or the certificate of health insurance do no longer need to be uploaded in the databases or sent to the Student Office for the enrollment!</b> Instead, EHICs and TA11-forms have to be checked by one of the statutory health insurances on the campus (AOK or TK) before the enrolment. If the insurance cover is sufficient, the statutory health insurance will send an electronic confirmation to the University of Bremen via a special electronic platform "ESMV". Incoming students have to initiate the electronic confirmation (ESMV) themselves by sending a scan of their EHIC or TA11 to the German statutory health insurance branch of either AOK or TK on the campus.  The electronic confirmation of the German statutory health insurance is a precondition for the enrollment at the University of Bremen.

	<p>We recommend an additional travel insurance for the time gap between departure of the home country and the first day of the semester (1.10./1.4.)</p> <p>Foreign private health insurances for the purpose of visa applications are <b>not accepted</b> for the enrolment if they limit the coverage of cost or the duration of validity. Students will have to buy the statutory health insurance in addition to the foreign private health insurance.</p> <p>Info: <a href="mailto:incoming@uni-bremen.de">incoming@uni-bremen.de</a></p>
<b>Housing</b>	<p>Students should apply for accommodation directly at the „Studierendenwerk Bremen“ (Student Welfare Services) who is in charge of accommodation in their student dorms.</p> <p>Website: <a href="https://www.stw-bremen.de/de/wohnen">https://www.stw-bremen.de/de/wohnen</a></p> <p>Due to a limited amount of accommodation, we strongly advise students to apply for a room and submit the necessary documents as soon as they get the admission letter from the „Sekretariat für Studierende“ (Student Office).</p> <p>Website with more contacts for other accommodation options: <a href="https://www.uni-bremen.de/en/university/campus/housing.html">https://www.uni-bremen.de/en/university/campus/housing.html</a></p>

<b>Newcomer Service</b>	<p>The “Newcomer Service” for incoming students provides</p> <ul style="list-style-type: none"> <li>- orientation weeks and German intensive language courses 3 weeks before the start of lectures</li> <li>- special consultation hours of the Erasmus departmental coordinators during the orientation week</li> <li>- advice on all questions regarding arrival, registration etc. by student tutors at a "Welcome Desk"</li> </ul> <p>Details will be distributed to all incoming Erasmus Students a few weeks before the start of the semester.</p> <p><a href="https://www.uni-bremen.de/en/studies/starting-your-studies/offers-for-international-students/newcomer-service-for-exchange-students/">https://www.uni-bremen.de/en/studies/starting-your-studies/offers-for-international-students/newcomer-service-for-exchange-students/</a></p>
<b>Language courses</b>	<p>There is an optional intensive German language course during the three orientation weeks organized by the Goethe Institute Bremen. Students will receive 6 ECTS upon successful participation (levels A1-B2). Admission only for registered Erasmus students who have participated in the online placement test sent by Goethe Institute approx. 3 weeks after the end of the online registration period.</p> <p>Students may take more German language courses during the semester. Placement test before start of lectures is obligatory for participation.</p> <p>Cost: 6 ECTS of German language teaching are free of charge for exchange students, any additional ECTS have to be paid for (60,- € for 3 ECTS)</p> <p><a href="https://www.fremdsprachenzentrum-bremen.de/1509.0.html?&amp;L=1">https://www.fremdsprachenzentrum-bremen.de/1509.0.html?&amp;L=1</a></p>
<b>Semester contribution</b>	<p>Students are required to pay a semester contribution (winter semester 2022/23: 297,26 €) for the "Semesterticket", contribution to the "Studierendenwerk Bremen" and to the Student Union ("AStA"). Exchange students from partner universities are exempted from the administration fee, thus paying less than regular students. The semester contribution is not a tuition fee, but mostly for the semester ticket.</p> <p><a href="https://www.uni-bremen.de/en/studies/starting-your-studies/formalitaeten/re-enrollment-and-semester-contribution">https://www.uni-bremen.de/en/studies/starting-your-studies/formalitaeten/re-enrollment-and-semester-contribution</a></p>
<b>Transportation</b>	<p>Upon payment of the "semester contribution" students will receive a "Semesterticket". With the "Semesterticket" they can use all public transport in and around Bremen free of charge including regional trains to some cities close by. The semester ticket is valid from 1<sup>st</sup> of October to 31<sup>st</sup> of March (winter semester) or 1<sup>st</sup> April to 30<sup>th</sup> of September (summer semester).</p> <p><a href="http://www.asta.uni-bremen.de/service/semesterticket/">http://www.asta.uni-bremen.de/service/semesterticket/</a></p>
<b>Sports facilities</b>	<p>Sports courses and facilities are available for incoming students on campus for a small administrative fee.</p> <p><a href="http://www.hospo.uni-bremen.de/">http://www.hospo.uni-bremen.de/</a></p>