Universität Konstanz
## Contents

The University ........................................................................................................3  
The International Office ..................................................................................4  
  Staff and Contact Hours ...........................................................................4  
Location .............................................................................................................5  
Accommodation .................................................................................................6  
Travel ..................................................................................................................7  
Admissions Procedures .....................................................................................8  
  The Registration Procedure ......................................................................8  
  Documents You Will Need ........................................................................8  
  Pre-Registration .........................................................................................8  
  After the Matriculation Procedure ............................................................9  
Academics ..........................................................................................................9  
  Orientation Course .......................................................................................9  
Practical Information .......................................................................................9  
  Residency Registration ..............................................................................9  
  Counselling ..................................................................................................10  
Social Matters .................................................................................................10  
  Leisure Time, Art and Creativity ...............................................................10  
  Computer Centre .......................................................................................10  
  University Sports Programme .................................................................10  
Student Matters ...............................................................................................10  
  Student Life .................................................................................................11  
  Students Tips ..............................................................................................11  

*Error! Bookmark not defined.*
The University

Konstanz – located in the southern part of Germany is situated geographically in a most unique location. The university lies directly on Lake Constance at the intersection of Germany, Switzerland, and Austria in one of the most beautiful regions of Germany. Konstanz is famous for its variety in every area - in landscape and city but also in society.

The city itself has around 80,000 inhabitants but it’s famous for the university there, which has over 9,500 students originating from 92 countries. The University of Konstanz was established close to the town in 1966 and it has made its reputation as part of an expansive global network of learning opportunities as well as a research institution.

Students can choose from over 100 degree programs. It is particularly well known for its political science and law departments as well as its German and English studies, biology, mathematics and psychology programs. Moreover, Konstanz University cooperates with a large number of foreign universities.

The university enjoys an outstanding reputation, both at home and abroad. A closely woven network of university cooperation agreements and many exchange programmes create a presence for Konstanz on the international stage. All in all, students can choose from more than 100 degree programmes in total, ranging from mathematics and the natural science, to law and economics, through to politics and management, and on to arts and humanities.

Konstanz has four Collaborative Research Centres, five Research Groups, three Research Centres, four Research Training Groups, five EU projects in which Konstanz has lead responsibility, plus 13 Research Initiatives.

Student service is very important at the University of Konstanz. It’s possible to use the library, which boasts more than two million books, for 24 hours but also the Zukunftskolleg, which is the only institution of its kind in Germany in the field of promoting young scientists and researchers.

With the establishment of its three faculties, the Faculty of Science, Faculty of Humanities and Faculty of Law, Economics and Politics, the University of Konstanz has created an important foundation for cooperation and networks among the thirteen different academic Departments. This structure is clearly defined and explained in the University Charter from 2006.

The Bachelor’s and Master’s degrees with ECTS credits are already being offered for more than 100 majors across the natural sciences, the social sciences, and the humanities.
The International Office

In this area you may get information concerning different possibilities of study abroad during or subsequent to your studies. The International Office consults and informs about partner-universities, exchange studies as well as possibilities for a stipend.

For international time- and fulltime-students it offers information and assistance with Visa issues, insurances, finding accommodation etc. Here you find all necessary forms, for example

- Registration/Deregistration in Konstanz
- Application for a residence permit
- Registration for excursions etc.

Your contact persons for this area are the staff members of the International Office of the University of Konstanz:

Phone +49 (0)7531 / 88-4427

Contact Information

For International Students: Frank E. Lutzenberger
E-mail: international.incoming@uni-konstanz.de

For ERASMUS-Students: Renate Krüßmann, M.A.
Institutional Coordinator
E-mail: erasmus@uni-konstanz.de

The Student-Service-Centre (SSZ) is the first contact point for domestic, foreign and prospective students. Here you get advice and information, Student ID cards and matriculation certificates. You can register for lectures, arrange consultation appointments and submit their applications.

Business hours of the SSZ

Monday – Thursday: 9:30 a.m. - 2:00 p.m.

Friday: 9:30 a.m. - 1:00 p.m.

University of Konstanz
D-78457 Konstanz
Phone: +49-7531-88-3089
Fax: +49-7531-88-3037
E-mail: international@uni-konstanz.de
Internet: www.uni-konstanz.de/international
Location of the campus

The foundation of the University of Konstanz was in 1966, and the main campus on the Gießberg was opened in 1972. Today's campus was developed through individual construction projects on the hill known as the Gießberg, about 3 km from the centre of the city. Until today, the university has continued to be structurally altered and expanded. The campus is easily accessible by foot, bike, and the thorough public bus system of the city.

In 1965 the founding committee of the university developed the concept of a reform university with new forms of study and teaching, a central administration and central facilities for technology, computers and language training. New forms of self-administration replaced traditional university structures.

In 2007 the University joined the national Exzellenzinitiative competition and succeeded in becoming Germany's smallest and youngest University of Excellence.

The university was planned as a place of life and learning, in which the new forms of research and teaching should be reflected in the architectural style. Dense construction, short paths, the absence of large auditoriums in exchange for a large number of seminar rooms, as well as the variety of work, traffic, and quiet areas, are all part of the architectural concept. In addition, there was the idea of creating lasting "Kunst am Bau" (structural art) accents, so that the building of a desolate concrete landscape could be avoided in an effective manner.
Accommodation

For students, a room or an apartment to live and work in is a necessity. The search for a room or apartment in Konstanz, as in most university cities, can often be a daunting, time-consuming process. This said, Konstanz is among the German university cities with the most student housing and the amount of available private housing has also increased. Nevertheless, there is not enough inexpensive housing to meet needs. In order to find a room or apartment at a reasonable price, one must start the search as early as possible.

Look at homepage of University of Konstanz to get help and further information about availability of student accommodation. There is no charge for this service.

Students new to Konstanz are required to register with the police within one week of moving to the city. This registration requirement still applies even if your primary place of residence is in another location (at your parents’, for example). To register or for more information, please visit:

Resident Office of the City of Konstanz
(technical City Hall, Untere Laube 24)
Hours of Operation:
Mon.-Thu. 8-12 am and 12-5 pm
Fri. 8.00-12.30 am
Travel

The University of Konstanz can be reached by bus.

Bus

**Bus connection**
Starting from main station: Line 9A and 9B
Starting from point Wollmatingen: Line 11

Plane

From Dublin there’s a flight (Aer Lingus, Air Travel) directly to Zurich, a city in Switzerland, which is the most straightforward route out of Ireland. From Zurich Airport take a train directly to Konstanz. The journey lasts approximately 70 minutes.
Admissions Procedures

The Registration Procedure

1. Nomination by your home university and/or grant-awarding body.

2. Fill out the application form for studying at the University Konstanz and send via fax or post. Alternatively you can use the application form available online (accessible from the end of June onwards).

3. Send proof of registration at your home university, proof of your exchange student status (Socrates/Erasmus etc.) and a passport-sized photograph by post to the International Office Konstanz.

   Postal Address:
   Universität Konstanz
   78457 Konstanz, Germany
   Phone: +49 (0)7531 / 88 - 0
   Fax: +49 (0)7531 / 88 - 3688

4. Once you have filled out the application form and sent your documents, you will receive a document confirming Programme registration.

   Deadline for winter term: 15th July
   Deadline for summer term: 15th January

Documents You Will Need

1. Notification of Admission / Program Admission.

2. Passport or Personal Identity Card.

3. Passport-sized photograph (1).

4. Evidence of health insurance. For example: European Health Insurance Card

Pre-Registration

After you are nominated by your home university for an exchange period at the Ruhr-Universität in the framework of a mobility programme (e.g. Erasmus, Tempus, Fulbright, DAAD students not planning to obtain a final degree), you can pre-register by internet.
The more complete the information on the application form, the easier and faster your formal enrolment will proceed once you have arrived in Konstanz. You also have the possibility to book a room in a student residence hall in this online application.

**After the Matriculation Procedure**

After having finished the matriculation procedure, you will receive the form for transferring the Sozialbeitrag (social fee) in our office. Please transfer the amount immediately.

The Sozialbeitrag contributes towards the social institutions and services of the university (such as the student dormitories, the cafeterias, sport institutions, student bodies).

**Academics**

**Orientation Course**

You want to brush up your German before the start of the semester? You want to get familiar with campus and university before they get busy? You want to go through all the formalities calmly, get to know the city of Konstanz and its surroundings, learn about sports and leisure facilities? And you don't want to do this on your own, but together with other international students who will spend one or two semesters in Konstanz?

Then take part in our orientation course, which offers compact language lessons, course guidance service, trips, and leisure activities.

At the end of the September Language Course your teacher will recommend courses in the area of Germany. As regards law subjects, there is a special tutorial organised specially for Erasmus Students. In this tutorial classes are recommended. The Intensive Language Course takes place during the whole month of September. It’s highly recommended, especially for making friends.

**Practical Information**

**Residency Registration**

If you will be staying longer than two months in Konstanz you will have to register with the municipal authorities (at the Rathaus) within a week of your arrival. For exchange students, the International Office will arrange your registration for you along with your university registration.
As an EU citizen, you will have to fill out a number of different forms and provide the following documents:

1. The form: "Anmeldung bei der Meldebehörde"
2. The form: "Aufenthaltsanzeige gemäß § 5 FreizügG/EU"
3. Copy of your personal identity card (please bring the original)
4. Proof of health insurance cover

**Counselling**

The foreign student’s representation offers counselling and other integration services to International students.

**Social Matters**

**Leisure Time, Art and Creativity**

Because of the location of the University Konstanz, there are lots of different outdoor pursuits to take part in. More information can be found on arrival in Konstanz or online.

**Computer Centre**

The Computer Centre maintains the university’s data network, internal users’ central point of entry into the Internet. It provides user stations equipped with Windows terminals and printers as well as affordable software.

Other services include a high-capacity communication (e.g. for email) and information server (e.g. www) available to both students and scholars. Expert personnel are ready to help with computing problems of any kind.

Phone: +49 (0)7531 / 88-2411  
Fax: +49 (0)7531 / 88-3739

**The University Sports Programme**

A comprehensive brochure containing information on sport in the university is published at the beginning of each semester. It is available in various locations throughout the university, including the International Relations Office.
Student Matters

Student life

Konstanz is very much a holiday town, which means it is quieter during the winter. There are a few nightclubs and bars, as well as many restaurants but eating out is expensive. There are lots of cycling routes for those interested in outdoor pursuits, also sailing is offered at the Lake of Constance which is highly recommended. During winter skiing is very popular as there are a lot of snow and mountains nearby.

Students Tips

Erasmus is full of excitement and adventure, but also uncertainty and nerves. Although the International Education Office in UCC and the International Office in Konstanz will help you as much as possible, nothing can beat the experience of being in the same situation. So here are some tips and tricks from UCC students who have studied in Konstanz.

Academic Matters:

- Take the chance to learn new things.
- Try and take some courses that allow you to learn more about German life, culture, history, or literature. You’ll never have quite the same opportunity in Ireland.
- The fact that German is your second language is not taken into account in exams.
- Exam structure is very different.
- Keep up with your reading.

Accommodation:

- Look in to all accommodation options before deciding, some are better than others.
- Give yourself plenty of time to find accommodation.
- Bed linen is not usually supplied – a sleeping bag is handy when you arrive, and for travelling.
- Always look through the peephole before answering the door.
- Bring pictures of home to put on the walls.
- Check whether or not you can access your accommodation on arrival. If not, make alternative accommodation arrangements.
- Bring a 2-pin plug adaptor for Irish electrical products.

Travel:

- Remember generally the earlier you book the flights, the cheaper they are.
- Some clubs organise really cheap day and overnight trips.
Consider booking yourself a visit home around Christmas because that is when Konstanz is at its most bleak and dull.

If you are coming home for Christmas, it is a good time to bring back excess luggage.

Though costs of living (eating, groceries, rent) are much cheaper than in Ireland, you will still need a substantial amount of money for your stay.

Look out for rail discounts and offers.

Konstanz is quite far from everywhere so you have to travel a lot if you want to visit other cities.

Bureaucracy:

- Bring multiple photocopies of any documentation you might need.
- Bear with the bureaucracy. It’s probably more than you are used to in Ireland, but the majority of form-filling will be finished by the end of the first month.
- Patience is helpful.
- It is a good idea to carry some sort of ID with you at all times.
- Bring any documents that were sent to you by the university prior to your arrival in Germany
- As long as documents are in English, there is no need to have them translated.
- University Konstanz is generally not as efficient as UCC. As it is a much smaller university, there is less staff there to assist you in sending forms etc.

Financial Matters

- Sparkasse Bank is student-friendly because it does not charge banking fees to students and also has plenty of branches around Konstanz. Avoid Deutsche Bank
- Pay for Bahncard with credit card. Cash transactions tend to get messed up.

Medical Cover

- European Health Insurance Card (EHIC)
- Private VHI Insurance

Social:

- Join a club or society.
- Take part in excursions organised by the university in the first month, these are worth going on especially for making friends.
- Buy local newspapers and magazines, and listen to local TV, radio, and music.
- Immerse yourself in the culture.
- There is a great international student community.
- Make use of the orientation. It’s a great way to find your footing and meet new friends.
General:

- It’s what you make of it.
- Bring a good German dictionary.
- Unlock your mobile phone before you leave Ireland if you want to put a German SIM card in it.
- Brings some books in English, as it is handy to have some for travelling and for when you first arrive.
- Look into phone cards – they are one of the cheapest ways to phone home.
- If you have a laptop and internet access in your accommodation, look into getting Skype or other internet phone packages.
- Bring your European Health Insurance Card.
- Set up Internet banking.
- The cheapest supermarket is “Kaufland”, which is on the 9A busroute.
- The winter in Germany is much longer and heavier than in Ireland. Be prepared for that.
- Try to find a job although it’ll be difficult.