ORIENTATION PROGRAMME FOR INTERNATIONAL STUDENTS
WINTER SEMESTER 2019/20 – FHWS CAMPUS WÜRZBURG

Location: Münzstraße 12, ground floor, room M.-1.05/06 (ground floor)

Please note:
- Please stick to the programme schedule
- Please have your passport with you on the first days
- Please make a copy of the your passport (page with your picture and personal data (required for the enrolment at FHWS)
- Personal enrolment takes place in the Student Affairs Office according to the study programme:
  - For full time students: During the 3rd week of September: Every day from 16.09. to 20.09. according to the opening hours
  - During the 4th week of September: enrolment ONLY for exchange students on the 24.09., 25.09. and 27.09. according to the opening hours
- Official opening hours during the semester: (Mo, Tue, Wed and Friday: 8:30-12:00, Thursday: 13:00 – 16:00)
- Bring your learning agreement to get it signed during your study advising

TUESDAY 24.09.19

<table>
<thead>
<tr>
<th>Time</th>
<th>Activity</th>
<th>Room/Location</th>
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</thead>
<tbody>
<tr>
<td>09:00 – 10:00</td>
<td>Welcome and general study information / health insurance in Germany</td>
<td>M.-1.05/06 (ground floor)</td>
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<td>10:00 – 12:00</td>
<td>Contracts on the spot with German health insurance companies: AOK, DAK</td>
<td>M.-1.05/06 (ground floor)</td>
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<td>12:00 – 13:00</td>
<td>Lunch break</td>
<td>M.-1.05/06 (ground floor)</td>
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<td>13:00 – 17:00</td>
<td>Presentations: Study</td>
<td>German courses</td>
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<td>15:00 – 15:20</td>
<td>Bank of Sparkasse (bank account details)</td>
<td>M.-1.05/06 (ground floor)</td>
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<tr>
<td>15:30 – 17:00</td>
<td>Enrolment of exchange students in Business Administration</td>
<td>M.-1.05/06 (ground floor)</td>
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WEDNESDAY 25.09.19  Administrative formalities supported by a tutor
09:00     Meeting with the tutors
09:00 – 16:30   Enrolment and guided tour at FHWS for each study programme
  Guided tour | Location Sanderring 8 / Münzstr. 12
  Guided tour | Location Münzstraße1
  Guided tour | Location SHL – Sanderheinrichsleitenweg 20
09:00 – 16:30  Bank appointments (Sparkasse Mainfranken)
  Bank transfer of the semester contribution fee (if possible)
10:00 – 13:00  Studentenwerk Würzburg (signing the rent contract in original)
14:00  Special appointment for registration in the City Hall (group 1)
  Bring your passport, landlord's confirmation of residence
  (“Wohnungsgeberbestätigung”) & enrolment certificate from FHWS (if available)

THURSDAY 26.09.19  Administrative formalities supported by a tutor
09:00 – 12:00  Formalities supported by a tutor
13:00 – 15:00  Intercultural Awareness Training
15:00 – 15:20  Presentation career tours of Mainfranken

FRIDAY 27.09.19
09:30 – 10:30  Presentation: Housing in Germany
08:30 – 12:00  Enrolment for late arrived students
19:00 – open end  Going out with tutors
MONDAY 30.10.19

09:00 – 09:45   Introduction to the Library (group 1)                      M.-1.05/06 (ground floor)
10:15 – 11:00   Introduction to the Library (group 2)                      M.-1.05/06 (ground floor)
11:00 – 11:45   Introduction to the Library (group 3)                      M.-1.05/06 (ground floor)
12:00 – 12:45   Introduction to the Library (group 4)                      M.-1.05/06 (ground floor)
(n.n.) – Study guidance session with Faculty of Translation                 Münzstr.1, room N.N.

(possible until 12:00) – For students in Architecture: meeting with Mrs. Gabrielle Böhner
(Dean’s Office, Röntgenring 8, building 1, 1.floor)
to get the schedule for the introduction sessions for 3 and 7 semester

14:00 Special appointment for registration in the City Hall (group 2)         Bürgerbüro in City Hall
Bring your passport, landlord's confirmation of residence (“Wohnungsgeberbestätigung”) & enrolment certificate from FHWS (if available)

TUESDAY 01.10.19
Start of the winter semester

09:30 – 12:00 Study guidance session by Faculty of Design (Mr. Kaiser)     SHL 20, Fotostudio
meeting in the gallery of the photo studio
(address: Sanderheinrichsleitenweg 20)

WEDNESDAY 02.10.19

09:00 – Study guidance session with Faculty of Business Administration    room: N.N.
Degree Programme Business Administration (B.A.) |
Prof. A. Steinmetz/C. Lopes-Victorio
Double Degree Exchange Programme | D. Winkler

14:00 Special appointment for registration in the City Hall (group 1)         Bürgerbüro in City Hall
Bring your passport, landlord's confirmation of residence (“Wohnungsgeberbestätigung”) & enrolment certificate from FHWS (if available)
THURSDAY 03.10.19  no lectures (National holiday in Germany)

MONDAY 07.10.2019
10:00 – Study guidance session with Faculty of Computer Sciences
      Prof. Peter Braun

WEDNESDAY 09.10.2019
17:00 – Study guidance session with Faculty of Architecture
       Prof. Benkert