

Juli 2023



## WELCOME TO TU DARMSTADT

# IMPORTANT STEPS BEFORE ARRIVING IN GERMANY

### Overview:

Pre-Arrival

Contact



TECHNISCHE  
UNIVERSITÄT  
DARMSTADT



TU DARMSTADT  
INTERNATIONAL  
STUDENT SERVICES

INTERNATIONAL  
STUDENT SERVICES

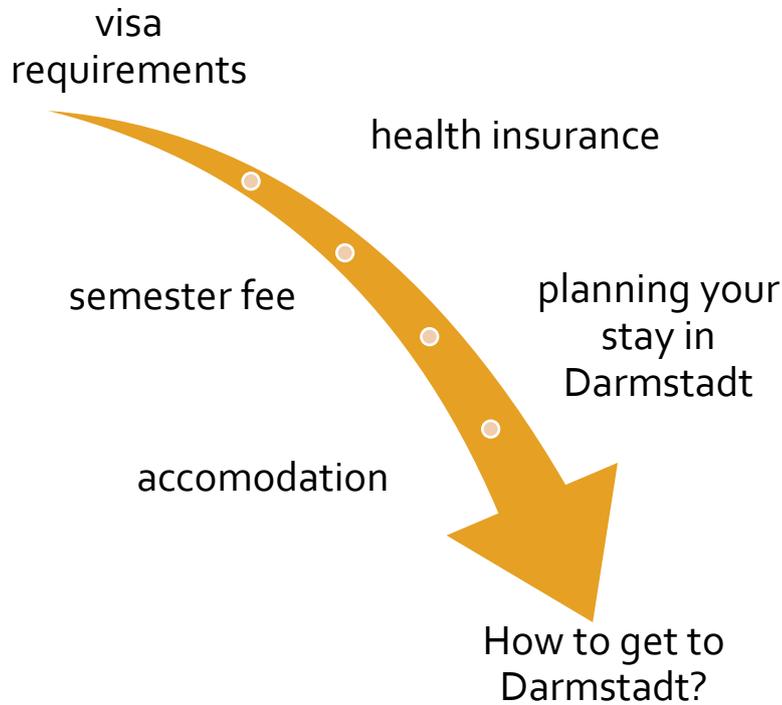
TECHNICAL UNIVERSITY  
OF DARMSTADT

DIRECTORATE - VIII  
INTERNATIONAL  
AFFAIRS  
UNIT VIII E

E-MAIL  
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We look forward to meeting  
you!

# WHAT DO I HAVE TO DO BEFORE COMING TO TU DARMSTADT?



## CHECK YOUR PASSPORT

- Make sure you have a valid passport or EU-ID card (citizens of EU countries). It should be valid until at least 12 months after your arrival in Germany.
- You CANNOT use your driver's license or an international student ID to enter Germany.

## INFORM YOURSELF ABOUT VISA REQUIREMENTS

- **EU students:** You do not need a visa to study in Germany. Make sure to bring a valid passport or EU-ID card.
- **Non-EU students studying at an EU University:** If you already have a residence permit from the country you are studying in, please make sure that this residence permit is valid for the entire time you intend to study in Germany. Please make sure to inform us of this as soon as it becomes known that you intend to study in Germany by [sending us an email](#) with a copy of your current residence permit. We will then get in touch with you directly regarding the next steps. You can find more information on this subject here: [EU mobility arrangement](#)
- **Non-EU students:** If you are a non-EU citizen, please inform yourself whether you need to apply for a visa before entering Germany or if you can apply for a Residence Permit when you arrive. Contact the German Embassy in your current place of residence and check the visa regulations that apply to your nationality at least 3 months before your departure to Germany. Please note: We have no authority in getting you earlier appointments at the German Embassy for your visa applications.
  - If you are applying for a Visa or a Residence Permit, you will need to show you can support yourself financially. For further information please visit [our website](#). For proof of financial means, you will need to either:
    - show a [declaration of commitment](#) (*Verpflichtungserklärung*)<sup>1</sup>
    - scholarship confirmation
    - job contract
    - or [open a blocked bank account](#).
  - If you are receiving a scholarship, please make sure it is in English or German, signed, and stamped by the institution.

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<sup>1</sup> Please consult the German Embassy where you are applying for more information on what paperwork you would need to obtain this document.

## VALID HEALTH INSURANCE

International students studying at TU Darmstadt are required to purchase a German statutory health insurance (*Deutsche gesetzliche Krankenversicherung*) to register as a student at TU Darmstadt.

- **Exchange Students Only:**
  - European students with a European Health Insurance Card (EHIC), please make sure that it is valid during your entire stay or for at least one semester. If you have not yet uploaded a copy of your EHIC during your online application, please send it by email attachment to: [europe-incomings@zv.tu-darmstadt.de](mailto:europe-incomings@zv.tu-darmstadt.de). For further information, please check the e-mail from your coordinator from the International Relations & Mobility Office.
- **All Other International Students:**
  - Please see our website on [Health Insurance for Degree-Seeking Students](#) for more information.
- If you are taking prescription medicine, make sure you bring enough with you for the time you will be staying abroad or make sure to have a copy of the prescription from your doctor (German or English only) in case you must refill your prescription here in Germany.

## ENROLLING & SEMESTER FEES

- **Exchange Students Only:**
  - The International Relations and Mobility Office will send you an email before your exchange orientation begins. This email will state your application number/BW-number and how you can transfer the fees. Make sure the BW-number (e.g., BW123456) is written out in the reference section of your transaction.
- **All Other International Students:**
  - Following your admission letter, you will receive a letter from TU Darmstadt with more information on the necessary next steps such as enrolling.
  - Once you enroll at the University and pay the semester fee, you will be able to receive your student ID-card via post. This card also serves as your transportation card in and around Darmstadt. Please make sure to confirm your address via your TUCaN account to receive this card by post once you arrive in Germany. Please see the [FAQ by International Admission](#) for more information regarding these processes
- **How to pay the semester fee (all students):**
  - **Bank transfer:** this can be done from your home bank account, through a Western Union or via transfer wise (Free Mobile App). Keep currency exchange rates in mind, the transferred amount must be EXACT!
  - **Cash:** You can also go for example to the Volksbank (Hügelstraße 8-20, 64283 Darmstadt) in the city centre (once you arrive to Darmstadt) and transfer the amount directly with cash. The bank will charge you a transaction fee.

- **Further Information:**
  - The sooner you make this transaction, the sooner you can receive your Transportation ticket as well as your student ID.
  - Information regarding which cities are included in the transportation ticket can be found here: [Semesterticket](#).

## PLANNING YOUR STAY IN DARMSTADT

- Money is an important issue when you are planning to study abroad. On our website you will find out what to expect and how much money you will approximately need: [Costs and Budget](#)
- Please note the maximum amount of cash that can be brought into Germany. If you exceed this limit, i.e., bring more cash, [you must declare your amount to customs!](#)

## ORGANISING ACCOMMODATION FOR YOUR STAY

- You can either apply for a student dormitory or look for a room/flat on the private housing market.
- For further information, please visit our website.
  - [Housing Assistance for Exchange Students](#)
  - [Housing Assistance for International Students](#)

## HOW TO GET TO DARMSTADT

- **By Bus** (from Frankfurt am Main airport): The most convenient way to get from Frankfurt Airport (FRA) to Darmstadt is with the Airliner coach bus. It runs every 30-60 minutes, stops at Terminal 1 at several spots in the city centre of Darmstadt (central station, Luisenplatz). You can get your ticket (approx. 10 €) directly on the bus – cash only.
- **By Train** (from Frankfurt am Main (Hbf) central station): In case you arrive to Frankfurt by train you can use the RB/RE 60/67 or 68 to Darmstadt from Frankfurt central station. Purchase a ticket from Frankfurt to Darmstadt at a ticket machine, a ticket office or via an app (e.g. DB Navigator or the RMV app)
- Further information can be found on our website: [How to get to Darmstadt](#)

# CONTACT & SERVICES

## INTERNATIONAL STUDENT SERVICES

The International Student Services (ISS) support international students, exchange students and prospective students with a refugee background in all non-academic areas. All our offers, more information, opening hours and access details can be found on our homepage.

- Webseite: [www.tu-darmstadt.de/iss](http://www.tu-darmstadt.de/iss)
- E-mail: [iss@zv.tu-darmstadt.de](mailto:iss@zv.tu-darmstadt.de)

## INTERNATIONAL COUNTER & HOTLINE

The International Counter and the hotline for international students is the first contact point for general questions. Visit us online via Zoom or on campus Stadtmitte in the kar05 building.

Familiarize yourself with the Campus Stadtmitte and the counter in advance and [view the counter in 360°](#).

Karo 5 Lobby, S1|01, Karolinenplatz 5, 64289 Darmstadt

Hotline for International Students: [+49 6151 16 21675](tel:+4961511621675)

## ISS CONSULTATION HOURS

In the ISS consultation hours (digital or in our office), you can receive individual advice on non-academic topics.

Visitors address: 3. OG., Room 309, Bleichstrasse 2, 64283 Darmstadt

# CONTACT [EXCHANGE STUDENTS ONLY]

## INTERNATIONAL RELATIONS & MOBILITY

The International Relations & Mobility office coordinators are responsible for organising your semester tickets as well as coordinating your exchange programme together with TU Darmstadt's partner universities.

**Europe:** [europa-incomings@zv.tu-darmstadt.de](mailto:europa-incomings@zv.tu-darmstadt.de)

Tanja Torres: [tanja.torres@tu-darmstadt.de](mailto:tanja.torres@tu-darmstadt.de); Tel.: +49 6151 16-240561

**Overseas:** [overseas-in@zv.tu-darmstadt.de](mailto:overseas-in@zv.tu-darmstadt.de)

Christian Tischer [christian.tischer@tu-darmstadt.de](mailto:christian.tischer@tu-darmstadt.de); Tel.: +49 6151 16-21676

# CONTACT [ALL OTHER INTERNATIONAL STUDENTS]

## INTERNATIONAL ADMISSIONS

International Admissions is here to support you with any questions or concerns you have regarding your application or enrolment procedures. Please contact them via email for further inquiries:

[international.admission@zv.tu-darmstadt.de](mailto:international.admission@zv.tu-darmstadt.de)

You can find their contact information on their website: [International Admission](#)

For all other academic enquiries, please contact the Office of Student Affairs (Studienbüro) of your department directly. Here you can find [a list of the departments and their contact information](#).