Welcome to Aachen
Blended Welcome Weeks Program for New International Students
Winter Semester 2021/22

RWTH welcomes all internationals

Participation compulsory and free of charge.
Welcome!

Congratulations on being accepted to study at RWTH Aachen University! As one of Germany’s top technical universities and one of the best-ranked universities worldwide, you will soon be able to make the most of an academically stimulating environment and world-class teaching and research facilities.

With over 60,000 students from over 200 different countries, Aachen city has a vibrant, multi-cultural flair and offers everything you need for a comfortable student lifestyle. We believe that you will one day look back on your time in Aachen as not only an academically enriching experience, but also as a time that broadened your personal horizons, filled with international friendships, intercultural events, art, music, sport, culture and much more.

Why the Welcome Week?

Moving to a new city, a new country and beginning a new chapter in your education may also seem a little daunting. There are many hurdles – organizational, linguistic, and financial – that have to be overcome, before you can settle down and focus on your studies and making the most of your time in Aachen. We at the International Office have put together an orientation program and this guide to help you overcome these challenges and feel at home in Aachen as quickly and as smoothly as possible.

What will be different this year?

Starting 2020, no one could have imagined how singular this past two years would turn out to be. Although the latest COVID-19 developments in Aachen give us hope that we can start looking toward a brighter future, the current situation in Germany and worldwide is still very uncertain. This is why we have decided to opt for a blended program for the very first time. With three online weeks, you will be able to enjoy all obligatory events concerning important procedures and services at the comfort of your home or from anywhere you like. The last week’s events organized on campus will focus on getting to know the University, Aachen but foremost other peer students personally. We hope that through this blend, we can support all students equally, those still abroad and those already in Aachen.

We look forward to welcoming you virtually soon.

Your International Office Team

P.S.: Remember to sign up for the BeBuddy Mentoring Program.
What have we got planned for you?
A blended program adapted to your needs

When:
From Tuesday, 7 September 2021 to Friday, 1 October 2021

Understanding the program:

Online Meeting

Click-in Event

Online Event with limited spots

On-site Event with limited spots

All events are free of charge. Registration is required only where specified.

To which target group do you belong?
Some events are restricted to specific target groups only. Before attending them or registering for them, verify whether you belong to them thanks to the following descriptions.

Degree students
If you are enrolled at RWTH to graduate and receive a Bachelor or Master’s degree from this university after several years of studying, you are a degree student.

International Academy and Business School students
The International Academy and Business School are the private schools of RWTH, offering private courses of studies in exchange for an additional tuition fee. As degree students, you are welcome to participate in the Welcome Week events. However, make sure to consider the introduction program organized by your study course coordinator and attend those extremely important events as a priority.

Exchange, visiting and program students
If you will be enrolled at a University abroad while staying of one or two semesters at RWTH as part of an exchange program (Erasmus, Partnership Worldwide, UNITECH, KOSPIE or similar) or of a project work (Visiting Project Students, Free Movers...) without receiving any degree from RWTH at the end of your stay, you are an exchange, visiting or program student. Please consider the Welcome Week events organized especially for your target group, as some administrative procedures differ from degree students.

Double Degree students
Double degree students are both degree and exchange students: enrolled in a University abroad and at RWTH in order to get a Master’s degree from both universities (e.g. Tsinghua Double Degree, T.I.M.E. Double Degree, etc.). Double Degree students are usually taken care of by the Incoming Student Services in charge of exchange students and therefore should attend Welcome Week events for exchange students.
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<td>Getting Prepared for RWTH</td>
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<td>10am - 1pm Enrollment &amp; Health Insurance</td>
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<td>1.30pm - 2.30pm Organizing your stay as exchange student</td>
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<td>11am - 1pm Faculty Day</td>
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<td>1pm - 4pm Meet your Faculty Advisor and Mentor</td>
<td>4pm - 6pm Meet your Faculty Student Council</td>
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<td>4pm - 9pm Talk Show: How to survive in Germany &amp; Dinner</td>
<td>1pm - 3pm Open Consultation at the International Office</td>
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<td>1pm - 4pm Freshers’ Fair</td>
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<td>Wel e to RWTH Aachen University! 8.30am - 10am Check-in</td>
<td>9am - 1pm Campus &amp; Library Tours (German)</td>
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<td>9am - 1pm Campus &amp; Library Tours (German)</td>
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<td>10am - 12.30pm On-site Kick-Off &amp; DAAD Prize Award</td>
<td>3.30pm - 4pm Humboldt Haus &amp; Associations</td>
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<td>8.30am - 10am Welcome Games</td>
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*Öcher = Aachener  **Oche = Aachen
Week 1: Getting prepared for RWTH

From Tuesday, 7 September to Thursday, 9 September, 2021

During this first online week, let us welcome you virtually and guide you through the first processes you need to complete when being admitted to RWTH. This weeks’ events are the gate to most systems you will have to use and processes you will have to go through as new international students.

All presentations of the first week will take place via Zoom and will be recorded and uploaded later on on our Latecomer website.

Schedule:
10am - 11.30am: Introduction to the Welcome Weeks program
11.30am - 11.45am: Mini-intercultural training
11.45am - 12pm: Meet the AV and win RWTH Merch!

Make yourself comfortable for the official introduction to the University by the International Office. Our team will present itself as well as the program we have planned for you during the blended Welcome Weeks. You will also have the chance to meet other international students virtually during icebreaking games and get to know more about what Aachen has to offer, even in times of COVID-19. Our expert on intercultural competence will assess your expectations and apprehensions and give you a first glimpse into the German values and behavior. Last but not least, meet your student representation AV and try your chance to win RWTH merchandize by participating in different games. We are very much looking forward to meeting you there virtually!

www.rwth-aachen.de/welcomeweek
Getting prepared for RWTH

Zoom Link
Password: 405607

Schedule:
10am - 11am: Enrolling with RWTHonline
11am - 12pm: Getting health insurance with Techniker Krankenkasse (English)
12pm - 1pm: Informationen über Krankenversicherung von der AOK (Deutsch)
1.30pm - 2.30pm: Organizing your stay as exchange student
2.30pm - 3.30pm: Making use of IT Services

Enrolling with RWTHonline & Health Insurance
with the Admissions Department, Techniker Krankenkasse & AOK
10am - 1pm

Every semester, RWTH Aachen University welcomes many exchange, visiting, program and double degree students from (partner) universities worldwide for a period of maximum two semesters. Those students are taken care of by the Incoming Student Services, who are happy to provide important organizational advice to exchange and visiting students from all programs (Erasmus+, Worldwide, Free Mover, Visiting Project Students, Double Degree…) about the enrollment procedure, Learning Agreement, required certificates and much more! The Incoming Student Services will also guide you through your first steps in Aachen and answers any questions you have about your short-term stay in Aachen.

Making use of IT Services
with the IT ServiceDesk
2.30pm - 3.30pm

Home is where Wi-Fi is! During this meeting, staff from the IT ServiceDesk will guide you through important tasks such as getting your credentials and setting up your IT services, using self-service to change your passwords, connecting to University’s Wi-Fi and much more! In case of online courses, you will also learn how to get access to VPN and how to use it.

Furthermore, the Techniker Krankenkasse and the AOK will be happy to answer the questions you have about health insurance and guide you through the process of getting a policy in Aachen, e.g.: Why do I need to submit a proof of health insurance for enrollment? How does the health insurance system in Germany works? Where can I find an English-speaking doctor? And much more! The Techniker Krankenkasse will be offering its information session in English while the AOK will advise you on health insurance in German.

If you cannot attend this meeting, another one will be organized again on Friday, September 24, 2021.

www.rwth-aachen.de/go/id/rcx/
www.tk.de/kontakt/eleni.iosifidou
www.aok.de/kp/uni/information-for-international-students/
Food on the table & a Roof over your Head

Zoom Link
Password: 302952

Schedule:
10am - 11am: Live & eat like a student
11am - 12.30pm: Finding accommodation in Aachen

Live & eat like a student
with Studierendenwerk Aachen
10am - 11am

Attending to student welfare is Studierendenwerk's main task. They take care of more than 59,000 students in Aachen and Jülich and work to create a perfect social environment for successful studies considering different aspects such as dining, housing, financial support and childcare.

In their many different dining halls, cafeterias and coffee bars, they offer a wide range of healthy and wholesome food at fair prices. They also own most of the student dormitories in Aachen, offering different types of rooms from classic single rooms and apartments to shared apartments and family apartments for students with children. Join us and get to know about their further services and regularly organized events!

www.studierendenwerk-aachen.de

Finding Accommodation in Aachen
with the Housing Advice Service & The FIZZ
11am - 12.30pm

There is unfortunately no way of sugarcoating it: Finding housing will be one of your biggest challenges as international student at the beginning of your stay in Aachen. Since the University does not own, nor manage accommodation, you will need to start applying and searching for yourself early, be very patient and persistent and possibly consider other options than planned. But do not give up! There are several services at RWTH and providers such as the FIZZ who are there to help you with this difficult task and this meeting is your chance to meet them and adjust your expectations while receiving tips on house-hunting.

www.rwth-aachen.de/housing
www.the-fizz.com/studentenwohnheim/aachen/
Watch ASTA's Housing Tutorial Video!
Let’s get started – Get through your studies with TK health insurance

TK is a sponsor of RWTH Aachen Welcome Week and we support you to get through your enrolment and your studies. Just follow the steps to join TK health insurance.

**TK membership application form**  Just send an email to your university advisor Eleni Iosifidou if you want to become a member of TK. She will send you the membership application form. Please complete and send it signed back to her. For fast handling you can also use the online application. (Click to follow the link)

**SEPA form**  You have the option to pay your health insurance contributions monthly. Using the SEPA transfer option we can debit the payment as agreed from a German bank account. If you do not have a German bank account, the whole contribution for the semester is due in advance.

**Passport picture**  Please give your passport picture to Eleni Iosifidou or simply upload it to tk.de after you have received your membership certificate.

**Insurance certificate**  After sending us your signed membership application and SEPA mandate you will receive an insurance certificate that you have to submit to RWTH Aachen to complete your enrolment. Please send a certificate of matriculation to Eleni Iosifidou when you have completed the process.

Versicherungsbescheinigung

Du brauchst eine Versicherungsbescheinigung für die Einschreibung an der RWTH? Scanne den QR-Code ein oder besuche unseren AOK Studenten-Service: Karlshof am Markt, 52062 Aachen.

AOK – Gemacht für mein Leben  aok.de/pk/rh/aok-studenten-service
Week 2: Studying at RWTH

From Tuesday, 14 September to Thursday, 16 September, 2021

This second online week will dedicate itself to preparing you for the academic part of your studies. Learn what you can expect from RWTH and what is expected from you as student, how to start your studies on the right foot and about the procedure to register for classes and exams in your course of studies, while meeting your faculty advisors and peers from your course of studies involved in the faculty student councils (Fachschaft).

All presentations of this week will take place via Zoom and will be recorded and uploaded later on our Latecomer website. Please note that the Faculty Day is an online fair and will therefore not be recorded.

Studying at RWTH - an introduction

Zoom Link
Password: 226529

Schedule:
10am - 10.30am: Studying at RWTH - an introduction
10.30am - 11am: Being a Freshman at RWTH
11.30am - 1.30pm: Studying at RWTH - interactive workshop

Studying at RWTH - an introduction
with the Student Advice Center
10am - 10.30am

How does the University works? How do I organize my studies? These are the basic questions international students ask the most when planning their stay at RWTH. The Student Advice Center will introduce you to the academic system of the University and the Psychological Counselling team will advise you on what you should do in case you feel like you are having personal problems affecting your studies.

www.rwth-aachen.de/zsb

Watch Movie Tutorials « Lernen Lernen » (English subtitles available)
The Welcome Week precedes one of the key events in every RWTH student’s life: the Freshman Week or Ersti-Woche. This orientation program is destined for all new RWTH students, regardless of their country of origin or course of studies. It is organized by the Student Union AStA together with the faculty student councils and is an event you should definitely not miss!

The ESA-Team will be introducing you to the Ersti-Woche program and explain why you should not miss their events.

www.rwth-aachen.de/erstsemestereinfuehrung

Being a Freshman at RWTH
with the organization Team of the Freshman Week (Ersti-Woche)
10.30am - 11am

The Welcome Week precedes one of the key events in every RWTH student’s life: the Freshman Week or Ersti-Woche. This orientation program is destined for all new RWTH students, regardless of their country of origin or course of studies. It is organized by the Student Union AStA together with the faculty student councils and is an event you should definitely not miss!

The ESA-Team will be introducing you to the Ersti-Woche program and explain why you should not miss their events.

www.rwth-aachen.de/erstsemestereinfuehrung

Studying at RWTH - interactive workshop
with the Student Advice Center
11.30am - 1.30pm

How can I optimize my course schedule to have a healthy and effective study-life balance? If you are wondering how to start your studies at RWTH on the right foot, join this workshop on time management and memory strategies and learn a few tricks from the Student Advice Center to deal with potential stress situations and make to best out of your studies.

Please note that this interactive workshop will not be recorded, as it requires active participation.

www.rwth-aachen.de/zsb

Language Courses
with RWTH Language Center
2pm - 2.45pm

Studying abroad for one semester or more is your chance to learn German and learning foreign languages in general is highly recommended. The Language Center will tell you about the language course offer and registration requirements considering the pandemic.

Please note that your TIM-ID is absolutely necessary to create a Language Center user account and thus register for a language course and take a placement test. Make sure you have completed your enrollment at least two weeks in advance to get access to your TIM-ID in due time. A course registration or participation in a placement test is impossible without TIM-ID. Further information about language courses can be found at www.sz.rwth-aachen.de.

Placement tests and course registration period: 04.10.2021 - 07.10.2021

Courses & Exams with RWTHonline
with your Student Union AStA
3pm - 4pm

Getting an understanding of how the German academic system works is far from being intuitive. During the Freshman Week, you will register for classes and create your timetable with the help of senior students and staff from your faculty. However, the Student Union AStA would like to help you take your first steps in the course and exams catalogue of RWTHonline and provide basic knowledge to simplify your academic integration. AStA also provides information on general exam regulations in English.

www.asta.rwth-aachen.de
Registration required to access the online fair
Link to the online fair: https://rwth.expo-ip.com

Schedule:
1pm - 4pm: Meet your faculty advisor and/or mentor via EXPO-IP
4pm - 6pm: Meet your faculty student council via Zoom
6.30pm - 9pm: Barbecue with the faculty student councils (on-site)

Meet your Faculty Advisor and/or Mentor
1pm - 4pm

You are wondering about the content of your study course and asking yourself how to create your class schedule? This online fair is made for you. Departmental Coordinators, academic advisors and even some mentors will be hosting virtual consultation booths to provide subject-related information materials and answer your questions.

In case your faculty coordinator is not available during this event, you should contact them directly:
Departmental Coordinators for exchange students: www.rwth-aachen.de/departmental-coordinators
Academic Advisors for degree students: www.rwth-aachen.de/fachstudienberatung

Meet your Faculty Student Council
4pm - 6.00pm

Each faculty at RWTH Aachen University has its own Student Council, which is formed by experienced RWTH students to represent the interests of their peers. The Student Councils are an important source of academic advice, providing fellow students with peer-to-peer support and additional course materials such as past exam papers but they also organize various extracurricular events throughout the year. Contacting your faculty student council is a great opportunity to get to know local students from your course of studies in a relaxed atmosphere. Come and meet your Student Council members at this event and find out how they can contribute to the success of your studies, e.g. if you would like to know what awaits you during the Freshman Week (Ersti-Woche), how to meet students from your course of studies or if need more practical help courses and exams.

In case your faculty student council is not available during this event, you should contact them directly:
www.rwth-aachen.de/fachschaften
Barbecue with the Faculty Student Councils
6.30pm - 9pm

Those of you already in Aachen can look forward to a fun barbecue event during which you will be able to meet members of your Faculty Student Councils personally with a nice and relaxed meal provided by the International Office. Kindly note that due to the pandemic, the number of participants has to be limited and that the location of the barbecue will be disclosed only upon confirmed registration.

**How can I participate?**
1. Apply for a spot in this event at our event page.
2. Wait for a confirmation or refusal from our Welcome Week Team.
3. Bring the confirmation of participation to the event and a negative COVID test (not older than 48 hours).
4. Bring a mouth-nose cover and wear it properly where indicated.

**Kindly note that only students with a confirmation of participation from the Welcome Week Team and a negative test will be allowed to participate in this event. No guests or spontaneous visitors can be allowed due to the COVID regulations. Thank you for understanding.**

You cannot participate in this barbecue event but you would like to meet your Fachschaft personally nevertheless? Then don't miss the Freshman Week (Ersti-Woche) from 4 October to 8 October 2021! Further information available at: www.rwth-aachen.de/erstsemestereinfuehrung

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Join the next-gen student living

Live, learn and relax: all of this works extremely well in THE FIZZ Aachen. It offers 165 fully furnished apartments and is perfectly located between city center and one of Germany’s top universities, with every necessity you need close by.

**Space**
- Fully furnished
- Community areas
- Washing & drying rooms

**Community**
- Exclusive partner deals
- THE FIZZ Membercard
- Events

**Service**
- House Manager
- Internet included
- Free items for rent

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Photo: Tamara Weber
Week 3: Becoming an Öcher*

From Monday, 20 September to Friday, 24 September, 2021

Coming to study at RWTH also means preparing yourself to live in the beautiful and student-friendly city of Aachen. The more than 60 000 students and about 12 000 students from abroad make Aachen (or Oche in the Aachener dialect) a nice place to live with an international flair. As a relatively small city with big potential, this last online week shall prepare you to your everyday life in Aachen and answer your last questions about formal processes.

All presentations of this week will take place via Zoom and will be recorded and uploaded later on on our Latecomer website. Please note that the Freshers’ Fair is an online fair and will therefore not be recorded.

Mon. 20 Sept

Moving to Aachen

Zoom Link
Password: 421395

Schedule:
12.30pm - 1.30pm: Applying for and extending your residence permit
2pm - 3.30pm: Finding Accommodation in Aachen

Applying for and extending your residence permit with the Immigration Office of the City of Aachen
12.30pm - 1.30pm

Students with non-European nationality mostly need to apply for visa to travel to Germany and apply for residence permit once they have settled in Aachen. The Immigration Office will be telling you everything you need to know regarding applying for and extending your residence permit. You will also have the chance to ask questions related to your own personal situation.

www.rwth-aachen.de/auslaenderamt

*Öcher = Aachener
Finding Accommodation in Aachen
with the Housing Advice Service & the AV
2pm - 3.30pm

There is unfortunately no way of sugarcoating it: Finding housing will be one of your biggest challenges as international student at the beginning of your stay in Aachen. Since the University does not own, nor manage accommodation, you will need to start applying and searching for yourself early, be very patient and persistent and possibly consider other options than planned. But do not give up! There are several services in and around the University who are there to help you with this difficult task and this meeting is your chance to meet them and get your expectations adjusted while receiving useful tips on house-hunting.

Watch AStA's Housing Tutorial Video!

Please note: if you have already attended „Finding Accommodation in Aachen“ on September 9, 2021, you do not need to attend this online session again. Kindly note also that only the first online session will be recorded and uploaded on our Latecomer website.

www.rwth-aachen.de/housing
www.av.rwth-aachen.de

Jobbing in Aachen

Tue. 21 Sept

Zoom Link
Password: 309618

Schedule:
1.30pm - 3.30pm: Key note: The German job market
4pm - 5.30pm: Workshop: Job application tips

Key note: the German job market
with Meetra Trainer Jana Köhler
1.30pm - 2pm

Although you are just starting your studies and you may not be thinking about this yet, it is never too early to think about career opportunities, whether it is for student jobs during your major or for a long term career in Germany. The professional coach Jana Köhler from the Startup Meetra will talk about searching and applying for a job in Germany and tell you how to become attractive for the German job market.

Workshop: Job application tips
Interactive workshop with Meetra Trainer Jana Köhler
2.30pm - 4pm

Zoom Link and password provided upon successful registration
Apply for one of the limited spots at our event page.

What are the standard application requirements for a job and how to address my prospective superiors appropriately? How to present myself best during a job interview? During your studies, you are very likely to apply for so-called Hiwi-jobs at the University or mini-jobs. Learn with the rights basic tools how to apply effectively and enhance your chances of getting a job thanks to this interactive workshop with application tips offered by Jana Köhler from the Startup Meetra.

Please note that this interactive workshop will not be recorded, as it requires active participation.

www.meetra-germany.com
Further tips about career and job applications are available at www.rwth-aachen.de/career
Wed. 22 Sept.

**Freshers' Fair**

Registration required to access the online fair
Link to the online fair: [https://rwth.expo-ip.com](https://rwth.expo-ip.com)

**Schedule:**
1pm - 4pm: Freshers’ Fair

**Highlight**

During Freshers’ Fair, we gather together various university services so that you can pick up information and get as many questions answered as possible on one day and all at one location. Don’t forget to try your luck at the International Office wheel of fortune.

At the Freshers’ Fair you can meet the International Office Info Service Center staff, the Incoming Student Services for exchange students, the BeBuddy and Housing teams, the Student Advice Center, the University Sports Center, Psychological Counselling, the Immigration Office, the Citizens’ Service and many more!

[www.rwth-aachen.de/beratung](http://www.rwth-aachen.de/beratung)

Thu. 23 Sept.

**Talk Show: How to survive in Germany**

Link to live broadcast (Zoom)
Password: 872809
Registration for on-site event [here](http://www.rwth-aachen.de/io-faq)

**Schedule:**
4pm - 6.30pm: Talk Show: How to survive in Germany - live show & broadcast
6.30pm - 9pm: Talk Show Dinner

**Talk Show: How to survive in Germany & Dinner**

4pm - 9pm

What does it mean to be a student at RWTH? What tips and tricks do I need when starting my studies here? How do I avoid culture shock and get integrated quickly? What is there to see and do around Aachen? Many RWTH students with international background had the same questions as you do now and some of them will tell you about their own experience and will give you valuable tips on how to adapt in Germany, in Aachen and at RWTH during live interviews. As part of the online and on-site audience, you will have the possibility to ask anything you would like to know about every day and academic life as new international student. A dinner will be offered by the International Office for the on-site audience after the Talk Show to network.

The Talk Show will take place on site with a limited audience and will be broadcasted to give the online audience the chance to attend and ask their questions.

You would like to attend the live show on-site?

1. Apply for a spot in this event at our event page.
2. Wait for a confirmation or refusal from our Welcome Week Team.
3. Bring the confirmation of participation to the event and a negative COVID test (not older than 48 hours).
4. Bring a mouth-nose cover and wear it properly where indicated.

Kindly note that only students with a confirmation from the Welcome Week Team and a negative test will be allowed to participate in this event. No spontaneous visitors can be allowed due to the COVID regulations. Thank you for understanding.

[www.rwth-aachen.de/io-faq](http://www.rwth-aachen.de/io-faq)
Any further questions?

Schedule:
10am - 11am: Einschreibung via RWTHonline
11am - 12pm: Informationen über Krankenversicherung von der Techniker Krankenkasse (Deutsch)
12pm - 1pm: Getting health insurance with AOK (English)
1pm - 3pm: Open Consultation with the International Office

Enrolling with RWTHonline (German) & Health Insurance with the Admissions Department, Techniker Krankenkasse & AOK
10am - 1pm

Zoom Link
Password: 473367

For new international students who could not attend the first session on Enrollment and Health Insurance on 8 September, the Admissions department and the health insurance companies Techniker Krankenkasse and AOK are happy to advise you during a session in German (TK) and English (AOK). The presentation about enrollment will be held in German.

If you have already attended the meeting on 8 September, you do not need to attend this one again.

www.rwth-aachen.de/go/id/rcx/
www.tk.de/kontakt/eleni.iosifidou
www.aok.de/kp/uni/information-for-international-students/

Open Consultation with the International Office
1pm - 3pm

By participating in all obligatory events of the online Welcome Week, you can be sure that most of your questions will be answered by the beginning of the semester. However, we know that some individual inquiries remain unanswered due to the high number of participants during the events. Therefore, we would like to invite you to get in touch with us during this open consultation and have your last doubts and question marks cleared with our different advisors:

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<tr>
<th>Service</th>
<th>Link</th>
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Further information about the services available at www.rwth-aachen.de/internationales
Welcome to RWTH International Academy

The decision to invest in a specialized executive Master of Science degree is a big step in your life, and you should be sure that you are choosing the right program and the right university.

RWTH Aachen University is one of Germany’s Universities of Excellence. It is a place where the future of our industrialized world is thought out.

MASTER IN ENGINEERING
- M.Sc. Computer Aided Conception and Production in Mechanical Engineering (CAME)
- M.Sc. Robotic Systems Engineering (RoboSys)
- M.Sc. Networked Production Engineering (NPE)
- M.Sc. Textile Engineering (Textile)

MASTER IN MANAGEMENT AND ENGINEERING
- M.Sc. Management and Engineering in Computer Aided Mechanical Engineering (MME-CAME)
- M.Sc. Management and Engineering in Production Systems (MME-PS)

EMPLOYABILITY RATE
- 90% of our alumni land a job position within 6 months after their graduation

CAREER IN GERMANY, OVERSEAS OR HOME COUNTRIES
- 70% in Germany
- 15% in Overseas
- 15% in Home Countries

INTERNSHIP OFFER
- 68% of our graduates did an internship in Germany or a neighbouring country in Europe during their studies.

Welcome to Aachen
Have a great start & all the best for your studies!

RWTH Business School stands for unique graduate and executive education at the intersection of management and technology for executives and young professionals.

www.business-school.rwth-aachen.de
Week 4: Discovering Oche* & making friends

From Monday, 27 September to Friday, 1 October, 2021

Now that most of your questions and doubts have been cleared during the first three online weeks, you can lay back and relax a bit. Use this last week on-site to discover the beautiful city of Oche (dialect for Aachen) while getting to know other international and local students. This weeks program has been planned for you to just have fun!

Some of the presentations offered during this on-campus week will be broadcasted live via Zoom and uploaded later on on our Latecomer website. Please note however that most on-site events will neither be recorded, nor broadcasted.

What do you need to attend this week's events?
1. Registering to each event you are interested in attending. Make sure to be in Aachen and to have completed quarantine if necessary to attend the event.
2. You need to show a negative rapid test (not older than 48 hours) to each event, even if you have a certificate of complete vaccination or remission.
3. Wear mouth nose cover properly where indicated

How to register for an event?
- The registration links to apply for the individual events will be available at our event page from 7 September.
- Check the individual registration procedure and phase of each event and follow the guidelines.
- Wait for a confirmation email from our Welcome Week Team, whether you have got a spot or not.
- The location of each event will be disclosed in the confirmation of registration.

Where can I get a free rapid COVID test?
- There are many test-centers spread over Aachen. An overview is available at testen-in-aachen.de.
- The closest test center to RWTH is the Medicare test center „am Markt“ and offers thousands of appointments daily and you can get tested there as much as you want for free.
- Until 11 October, all rapid test („Bürgertest“) are available upon online appointment for free.

Please note: Entry controls will take place before each event. Access to the events can only be authorized if the conditions listed above are fulfilled.

*Oche = Aachen
Welcome to RWTH Aachen University

**Highlight**

- [Link](#) to live broadcast (Zoom)
- Password: 284539
- Obligatory registration for on-site event [here](#)

**Schedule:**
- 9am - 10am: Check-in
- 10am - 12.30pm: Welcome to RWTH Aachen University - Kick-Off event

**Check-in & Welcome to RWTH Aachen University - Kick-Off Event**
from 9am (live broadcast from 10am)

Get your Welcome Starter Pack composed of a Welcome Guide, your Welcome Week wristband and RWTH goodies at one of the check-in tables and make yourself comfortable for the official introduction to the University by the RWTH Rector and the International Office. Rector Professor Rüdiger will open the ceremony with the DAAD Price for particularly dedicated international students. After that the International Office will present itself as well as the program we have planned for you and will give you a short intercultural training to prepare you for the possible cultural hurdles you might have, before introducing you to the Foreigners’ Representation AV composed of very dedicated students who are investing a lot of their free time to make your life as new international students easier.

[www.rwth-aachen.de/welcomeweek](http://www.rwth-aachen.de/welcomeweek)

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**Reception for exchange students**

**Tue. 28 Sept.**

This event will not be broadcasted.
Obligatory registration to this event [here](#)

**Schedule:**
- 5pm - 5.30pm: Official welcome by the Incoming Student Services
- 5.30pm - 7pm: Reception dinner and networking

**Reception for exchange students**
5pm - 7pm

It is not always simple for exchange and visiting students to meet peers from similar programs under the current circumstances, therefore our Incoming Student Services Team is offering a reception for this target group specifically to introduce themselves in person and give you the chance to network a bit in a relaxed atmosphere while enjoying some appetizers.

As this event also has limited spots, remember to register in advance and bring all the required documents and materials to participate in this event.

[www.rwth-aachen.de/exchange-students](http://www.rwth-aachen.de/exchange-students)

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For Exchange Students only
Meet student associations!

**Humboldt Haus & Associations**
3.30pm - 4pm

The Humboldt-Haus is the intercultural center of RWTH Aachen University, where many international student associations hold their office hours and host various events such as International Tuesday in INCAS, dance workshops, cultural events, themed parties and much more. During this event, you will discover what the Humboldt Haus has to offer and how it will help you find your family away from home before leading you to the Global Village.

You can already sneak a peek at our international student associations and our local initiatives.

[www.rwth-aachen.de/humboldt](http://www.rwth-aachen.de/humboldt)

**Global Village**
4pm - 9pm (not broadcasted)

Do not miss the second highlight of this week: the Global Village! Many international student associations and local initiatives involved in diverse causes and projects will be present to introduce you to their members and their events. Get your Welcome Week passport from our Staff, take a photo at our fotobooth and start your journey through Aachen’s intercultural and voluntary scene! Gather ten stamps on your passport and get a reward from the International Office. A free buffet will be provided by the International Office.

[www.ast.a.rwth-aachen.de/engagement/initiativen/](http://www.ast.a.rwth-aachen.de/engagement/initiativen/)

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**Thursday, 30 September**

**Sports Day**

9.30am - 10am

Exercise is important for a good work-life-balance and a great way to meet new people. The staff of the University Sports Center will tell you about their sport activities offer and registration procedure, before we head to the location where you will be competing in the Welcome Games while meeting new peers.

[www.hsz.rwth-aachen.de](http://www.hsz.rwth-aachen.de)

**Welcome Games**
10am - 4pm

Join us with your international team on Thursday for some relaxed sport and game activities! After a quick warm up, your team will compete in various fun Welcome Games events, including an egg and spoon race, sack race, hoop throwing, 400 m relay and more and gather as many points with your team as possible. The teams with the most points will be presented with an award at the end of the games.
Important!

- In case of unsuitable weather conditions e.g. heavy rain, the outside events will be cancelled and we will inform you about it.
- Do not take valuable items with you, as there are no lockers to put your belongings in and we are not responsible for lost or stolen items.
- You do not need to bring water. The University Sports Center has several taps with drinkable water and the International Office will provide you with water bottles.
- A medical service will be present in case of injuries or sickness.

Quick Checklist:

- Suitable clothes and shoes
- Waterproof jacket in case of drizzly weather
- Protection from the sun: sunscreen, cap
- Towel
- A snack

Final Event with ASTA

Fri. 1 Oct.

This event will not be broadcasted. Obligatory registration to this event [here](http://www.asta.rwth-aachen.de/aktuelles/kalender/)

Schedule:
6pm - open end: Party

BierTemp, Slam & Music!
6pm - open end

It has been a busy week and you had to digest a lot of information. Now it is time to have some fun together during our final event organized with your Student Union ASTA especially for new international students. Enjoy the provisory Beer Garden on Tempelgraben BierTemp, Poetry Slams in English by the association Satznachvor and some concerts from local artists and bands right in front of RWTH's main building! Make sure to register to this event ahead and to wear your wristband in order to be recognized as new international student. We are looking forward to a fun evening with you!
Recurring events

From Wednesday, 22 September to Friday, 1 October, 2021

Some events are offered several times during the Welcome Weeks: the online Intercultural Trainings and the on-site Campus and Library Tours. Please note: Depending on the development of the pandemic, the Campus and Library Tours may be cancelled on short notice. Furthermore, those events require active participation and are therefore neither recorded, nor broadcasted.

Intercultural Trainings (EN or DE)

Further information about intercultural trainings and the registration procedure are available page 29 of this Guide.

Intercultural Training Dates:

• Wednesday, September 22, 2021 from 10am to 1.30pm (DE)
• Thursday, September 23, 2021 from 10am to 1.30pm (EN)
• Friday, September 24, 2021 from 10am to 1.30pm (EN)
• Monday, September 27, 2021 from 2pm to 5.30pm (DE)
• Tuesday, September 28, 2021 from 10am to 1.30pm (EN)
• Wednesday, September 29, 2021 from 10am to 1.30pm (EN)
• Friday, October 1, 2021 from 10am to 1.30pm (EN)
Campus Tours (EN or DE)

Apply for a spot at our event page
Spot applications open from Monday, 20 September to Friday, 24 September 2021

Campus Tour Dates:
- Monday, 27. September, 2pm - 3pm
- Monday, 27. September, 3.30pm - 4.30pm
- Monday, 27. September, 5pm - 6pm
- Tuesday, 28. September, 9am - 10am
- Tuesday, 28. September, 10.30am – 11.30am (German)
- Tuesday, 28. September, 12pm – 1pm (German)

Our Welcome Week volunteers will show you around the central RWTH campus. Starting at the student services building “Super C” you will pass by the Hauptgebäude (main building), the main library, various lecture halls and finish in Pontstraße where there are various restaurants and cafes all tailored to student budgets! The spots in each Campus tour are limited to 10 persons each, including the tour guide.

In case you cannot get a spot on one of our tours or you would like to discover RWTH Central Campus on your own, you can also download our brand-new Campus Tour audioguide. You can also grab your smartphone and try out our virtual Campus rallye with some friends. Both Campus Tour audioguide and rally are available for free on our Campus Tour website.

Library Tours (EN or DE)

Apply for a spot at our event page
Spot applications open from Monday, 20 September to Friday, 24 September 2021

Library Tour Dates:
- Monday, 27. September, 2pm - 3pm
- Monday, 27. September, 3.30pm - 4.30pm
- Monday, 27. September, 5pm - 6pm
- Tuesday, 28. September, 9am - 10am (German)
- Tuesday, 28. September, 10.30am – 11.30am (German)
- Tuesday, 28. September, 12pm – 1pm (German)
- Friday, 1 October, 10am – 11am
- Friday, 1 October, 11.30am – 12.30pm
- Friday, 1 October, 2pm – 3pm
- Friday, 1 October, 3.30pm – 4.30pm

As RWTH student, it is a must to know the University’s library. The tours have limited spots. Therefore, make sure to apply for a spot during the registration phase indicated above. In case you cannot participate in a library tour, we recommend having a look at the virtual tour of the University Library available on YouTube.

You will also find information on their services and the applying COVID-19 regulations at www.ub.rwth-aachen.de
What’s next? Your Ersti-Woche!

From Monday, 4 October to Friday, 8 October, 2021

Schedule:
Monday, 4 October: Introduction by RWTH Rector & meet your tutor group
Tuesday, 5 October: Special program with your Faculty Student Council
Wednesday, 6 October: Ersti-Rally - master challenges with your tutor group
Thursday, 7 October: Special program with your Faculty Student Council
Friday, 8 October: Special program with your Faculty Student Council

What is the Ersti-Woche or Freshman Week?
The Ersti-Woche is the official introduction week at RWTH for all first year Bachelor (and sometimes Master) students. The events are organized by the Faculty Student Councils of each faculty in cooperation with the Faculty staff to integrate you and prepare you for your first semester at RWTH the best way possible.
The Faculty Student Councils („Fachschaften“) are formed by experienced RWTH students elected to represent the interests of their fellow students. They are an important source of academic advice (e.g. timetable, additional course materials, past exam papers...) and peer-to-peer support (e.g. they plan events to meet other students from your own faculty).

Course specific first-year information available for the following faculties
• Faculty 1, Computer Science
• Faculty 1, Biology
• Faculty 1, Mathematics
• Faculty 1, Chemistry
• Faculty 1, Physics
• Faculty 2, Architecture
• Faculty 5, Geosciences and Geography - Bachelor students / Master students
• Faculty 7, Arts and Humanities
• Faculty 8, Business and Economics

All other faculties (Civil / Mechanical / Electrical Engineering, Medicine and most of Faculty 5) refer directly to the general Freshman Week website available at www.rwth-aachen.de/erstsemestereinfuehrung so don’t miss it!
What’s next? Your online enrollment!

Enrolling at RWTH in winter term 2021/22

Usually, enrolling at RWTH requires an online registration as well as a personal appointment at the Admissions Department. Due to the Coronavirus pandemic, the enrollment procedure for winter term 2021/22 will not include personal appointments but an online enrollment only. Please follow the steps below in order to complete your enrollment as a degree student:

Step 1 Accept your study place offer and complete residual data entry.
Once you have been admitted to RWTH Aachen University, make sure to accept your study place offer via RWTHonline. Then click on the blue button “Add Data”, enter the required information and upload the necessary documents as PDF. When submitting your data, you have the possibility to download the “Application for enrollment” form.

Step 2 Provide a valid postal address in Germany
Please check if your current address on the “Application for Enrollment” form is valid. This address should be in either Germany, the Netherlands, Belgium or Luxembourg and should be the one that you use during your stay at RWTH Aachen. If you are still looking for accommodation, you can use the address of friends or a hotel in which you are staying at the moment. You can change your current and your home address by yourself in RWTHonline. Please use the application “Current/Home Address” that is available on your Business Card/Workplace. We do need a valid address to send you the semester ticket and your student ID card! Therefore, please always ensure that you are indeed reachable at the address you give us.

Step 3 Upload your application for enrollment form in RWTHonline
Scan the signed form that is equipped with the current address, convert it to a PDF file and upload it in your self service in RWTHonline.
Request your enrollment via email

After having uploaded all documents required for enrollment, please send us an email containing the following information:

Dear International Admissions team,

hereby I request to be enrolled at RWTH Aachen University.
Matriculation Number in RWTHonline:
Application Number in RWTHonline:
Last Name:
First Name:
Course of Study:
Degree to be obtained (Bachelor, Master, Promotion):

Thank you and kind regards,

Transfer the semester fee

Please transfer the semester fee. You will find all necessary payment information in RWTHonline Self-service when clicking on "Tuition Fee"

Please note:

To avoid the risk of spreading the virus, please abstain from having your documents authenticated. This is not necessary. We reserve the right to check the original documents in individual cases during the semester. It is therefore indispensable to bring all required original documents with you to Aachen.

During the enrollment phase the personal office hours is likely to stay closed. Please send us your questions and/or your enrollment documents by email at int-zugang@rwth-aachen.de.

What's next? Start of lectures!

Register for classes, prepare your timetable

When? The Ersti-Woche is also the course registration phase!

Degree students: Get in touch with your Faculty Advisor & Faculty Student Council

Any questions regarding the course-specific organization of your stay have to be asked at your Faculty Advisor (Fachstudienberater*in). You can find their contact details at this website: www.rwth-aachen.de/fachstudienberatung
Your Faculty Student Council can also help you prepare your first timetable during the Ersti-Woche. Sometimes they even dedicate a full event to create course schedule and explain course registration. One more reason not to miss your Ersti-Woche! If you cannot attend it, a full list of faculty student councils with links to their relevant websites can be found here:
www.rwth-aachen.de/fachschaften

International Academy and Business School students: Get in touch with your Master Coordinator

Master students enrolled at International Academy or RWTH Business School are bound to a private course of study with a specific curriculum set by their Masters Coordinator at RWTH International Academy and at RWTH Business School.

Exchange and Double Degree Students: Get in touch with your departmental coordinator

Different procedures apply to exchange students when it comes to course and exam registration and credit point recognition. In each faculty, there is at least one person in charge of advising exchange students on academic matters. If you have questions about the content of the course, the language requirements, the course registration and exam regulations, you need to get in touch with your Departmental Coordinator. This person will also be in charge of signing your Learning Agreement and issuing your Transcript of Records.

You can find the contact details of your Departmental Coordinator at this website: www.rwth-aachen.de/departmental-coordinators
What's next? Language courses

Register for a German Language Course at RWTH Language Center

Studying in Germany will give you the best opportunity to learn this beautiful language that is German. The Sprachenzentrum will introduce you to their course offer during the Welcome Week. If interested in registering for one of their German language courses, please make sure that you fill the requirements for a successful registration.

For instance, you will need your TIM-ID in order to take the obligatory placement test and create a user account, which is necessary for your placement test results, your course registration and your final grade.

You will find the dates of the placement tests and the course registration at

www.sz.rwth-aachen.de/go/id/lhix

Make sure that you have completed your enrollment at least two weeks before the placement test you have registered for. Your enrollment will be complete once you will have transferred the student service fee and the Admissions Office will have accepted your enrollment documents. After that, it can take up to one week to receive access to your Network Services and thus, to your TIM-ID, which is necessary to take the placement test and create a user account at the Language Center.

Please note that you will neither be able to participate in the placement test nor register for a German language course if not completely enrolled at RWTH in due time. Thank you for understanding.

Further information about the language courses can be found at

www.sz.rwth-aachen.de
Further services for Internationals

BeBuddy Program

To support new international students in settling in, we offer a free of charge buddy program. This is a mentoring program where experienced RWTH students offer help to new students (mentees) like you by acting as their „buddy“. If you need help understanding something, if you need someone to pick up your room key, if you need someone to go with you to the city administration or just to the next supermarket: ask your Buddy! He or she will help you settling down - of course within the framework of the applicable COVID-19 restrictions.

Buddies are student volunteers, who may also have other commitments, so it is best to make such arrangements as early as possible. Please register online for the BeBuddy program at least three weeks before your arrival in Germany. Unfortunately, however, we cannot guarantee that you will be matched online in time, especially before the start of the winter semester, as many international students come to Aachen during this period and are waiting for a buddy. We will do our best to provide you with a buddy as soon as possible and thank you for your understanding should this take a little longer.

Sign up online:
www.rwth-aachen.de/bebuddy
Intercultural Trainings

What are the norms of German culture? How are these different to those of your own country? What is considered polite in Germany? What values influence behavior and communication? These are some of the key questions that are addressed in the intercultural competence workshops offered by our specialist intercultural trainer. Participation in an intercultural workshop is highly recommended for new international students to enhance your personal skillset and to help you understand and ease into life and a culture which may be very different to what you have been accustomed to. Intercultural expertise is a highly-sought skill, essential not only within your academic life, but also for your future career.

Upcoming online intercultural trainings winter term 2021/22:

- Wednesday, September 22, 2021 from 10am to 1.30pm (German)
- Thursday, September 23, 2021 from 10am to 1.30pm
- Friday, September 24, 2021 from 10am to 1.30pm
- Monday, September 27, 2021 from 2pm to 5.30pm (German)
- Tuesday, September 28, 2021 from 10am to 1.30pm
- Wednesday, September 29, 2021 from 10am to 1.30pm
- Friday, October 1, 2021 from 10am to 1.30pm

If you would like to learn more on intercultural communication, we recommend you to sign up for one of the workshops listed above. You can register via email by Wednesday, September 15, 2021 at Dominika.dudzik@zhv.rwth-aachen.de by indicating your first and last name, your gender, your country of origin, your course of studies, the preferred language for the training and your preferences regarding the dates. Kindly make sure to indicate only the trainings you would be available for. You will be informed about the Zoom link and password about one week before the training starts.

Student Associations

Student Associations can be a great way to get to know new people as well as to spend your leisure time in a meaningful way. They offer a great variety of events or projects you can participate in covering the areas: intercultural exchange, sports, culture, social and sustainable projects, engineering and sciences, career and professionalization.

If you are new to Aachen and do not yet know how to get in touch or to find the initiative, which would be interesting for you or if you would like to found a student association of your own, you are welcome to contact us. One of the many ways to get to know the association that fits you is to visit the events provided by the student associations throughout Welcome Week as well as to attend the Global Village.

Contact details:
Saskia Wennmacher
Mentoring of Student Associations
Telephone: +49 (0)241 8090613
saskia.wennmacher@zhv.rwth-aachen.de
The Humboldt Haus

They say that the Humboldt-Haus is the only house in which you can fit the entire world! And why is that? The Humboldt-Haus is the international community center of RWTH Aachen University. It is the main meeting place for many international student associations and location of interesting and exciting international and intercultural events. If you are new to Aachen and want to meet local and international students, simply check the diverse event program offered at Humboldt-Haus by the university, as well as various student associations. If you want to present your country to other students or organize an event yourself, feel free to get in touch with the Humboldt-Haus Team.

If you want to learn more about Humboldt-Haus, visit the following website:
www.rwth-aachen.de/humboldt

International Office Facebook and Instagram

The International Office has a Facebook page, where we post events, news, competitions and important information. We therefore strongly recommend you follow our page:
www.facebook.com/IO.ISC/

Furthermore, the International Office has created a Facebook Group for new international students to network and find friends: RWTH welcomes Internationals

If you follow our Instagram account, you will stay informed about the international highlights of RWTH Aachen University!
www.instagram.com/rwthinternationaloffice

Photos taken during the Welcome Week will be posted via our Instagram account and you also have the chance to be part of it by sharing your Welcome Week experience with #RWTHWelcomeWeek!

Try your chance at winning one of six surprise gift bags containing RWTH Merchandise by joining the Facebook group „RWTH Welcomes Internationals“ between 1 September and 9 September, 2021 and/or following us on Instagram between 1 September and 1 October, 2021!
Contacts in the International Office
Welcome Week Team

The Welcome Week Organization Team is happy to help you with any questions you have concerning the program, the registration procedures, participation requirements and social events planned during the weeks preceding the beginning of your studies. Our team is lucky to be supported by volunteers who will try to guide you the best way possible during the different events planned.

You have missed the Welcome Week events? All Welcome Week presentations materials and recorded sessions as well as further event dates after the Welcome Week will be published on our Latecomer page!

Contact details
Welcome Week Team
SuperC, 3rd floor, room 327
Templergraben 57
52062 Aachen
Telephone: +49 (0)241 80 90667
Fax: +49 (0)241 80 90661
www.rwth-aachen.de/welcomeweek
welcomeweek@rwth-aachen.de

Please note: during the event periods, we have limited reachability due to our presence in the online and on-site events. In case you would like to reach out on very short-notice, you can also contact the Info Service Center for support.
Contacts in the International Office

Info Service Center

For general questions about organizing your stay in Aachen and what to do when you first arrive, contact the Info Service Center of the International Office. Whatever you need to know, the ISC team will be able to point you in the right direction. The ISC has created a Survival Guide to help you prepare for your arrival and stay in Aachen the best way possible and regularly offers web-seminars during the semester to help you out with unanswered questions even after the beginning of your studies. Further information is available at www.rwth-aachen.de/isc

Tip: The Frequently Asked Questions website contains information sheets and answers to many common questions regarding studies and life in Aachen: www.rwth-aachen.de/io-faq

Contact details

Info Service Center
SuperC, 3rd floor, room 329
Templergraben 57
52062 Aachen

Telephone: +49 (0)241 80 90660
Fax: +49 (0)241 80 90661
www.rwth-aachen.de/isc
international@rwth-aachen.de

Virtual Office hour

Wednesday: 11am - 12.30pm
link available at www.rwth-aachen.de/isc

Reach us by phone everyday from Monday to Friday from 8.30am to 12.30pm and from 1.30pm to 4pm

Contacts in the International Office

Incoming Student Services

The Incoming Student Services team supports exchange and other visiting or non-degree students with the administrative aspects of their stay. This includes the application and admission process, enrollment and extension of periods of stay as well as issuing various certificates such as "Certificate of Arrival" or "Certificate of Attendance". For academic matters, please contact your Departmental Coordinator. You find the contact details of your departmental coordinator at www.rwth-aachen.de/departmental-coordinators.

Contact details

Incoming Student Services
SuperC, 3rd floor, room 328
Templergraben 57
52062 Aachen

Telephone: +49 (0)241 80 90832
Fax: +49 (0)241 80 90661
www.rwth-aachen.de/exchange-students
incomings@rwth-aachen.de

Virtual Office hour

If you are an exchange or visiting student, you are welcome to contact us during our virtual office hour taking place every Tuesday from 10.30am to 11.30am via Zoom. Link available at www.rwth-aachen.de/exchange-students
Contacts in the International Office

Housing Advice Service

Finding accommodation in Aachen may be one of the biggest challenges at the beginning of your studies as an international student. Even though the University does not own or manage accommodation, the Housing Advice Service of the International Office is happy to support you and guide you in finding a place to stay. Our team collects offers from private landlords and outgoing students and can inform you about further student dormitories located in Aachen.

Have a look at our Housing Guide and register for regular updates about incoming offers with our contact form available at www.rwth-aachen.de/housing

Contact Details

Housing Advice Service
SuperC, 3rd floor, room 328
Templergraben 57
52062 Aachen
Telephone: +49 (0)241 80 90681
Fax: +49 (0)241 80 90661
www.rwth-aachen.de/housing
housing@rwth-aachen.de

Virtual Office hours
Monday & Thursday:
12pm - 1pm
link available at www.rwth-aachen.de/housing

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Where to find us?

1. Find the Mensa, ASTA and Studierendenwerk
2. RWTH Shop
3. Super C Services:
   - IT Center (Ground Floor)
   - RWTH Branch of Immigration Office (4th Floor)
   - ISC and Incoming Student Services (3rd Floor)
   - Welcome Center for international Researchers (5th Floor)
   - Admissions Office (5th Floor)
4. Find the Humboldt Haus, INCAS and AV
5. Bürgeramt

Please note:
At the moment, most services are closed to the public. Please do not visit the University buildings without appointment and contact the responsible services in advance in case you need personal consultation.
Your Welcome Week Checklist

**What should I bring with me?**
- ID/passport
- Degree students: enrollment documents
- Documents for residence permit (if required)
- Waterproof jacket / umbrella

**What should I do after I arrive?**
- Attend Welcome Week events planned (consider the target group)
- Contact housing@rwth-aachen.de for help if you have not found lodging yet
- Register your address in Aachen at the Citizens' Office with the „Wohnungsgeberbestätigung“
- Open a bank account / activate Sperkonto (blocked bank account) if necessary
- Get your health insurance confirmation or waiver from a German insurance provider
- Enroll at the university with RWTHonline & pay the student service fee
- Activate your IT services ([www.rwth-aachen.de/go](http://www.rwth-aachen.de/go))
- Create your BlueCard ([www.rwth-aachen.de/selfservice](http://www.rwth-aachen.de/selfservice))
- Create a timetable and register for courses using RWTHonline
- Apply for a residence permit at Immigration Office (if required)
- Like our Facebook page ([www.facebook.com/IO.ISC](http://www.facebook.com/IO.ISC))
- Follow us on Instagram ([www.instagram.com/rwthinternationaloffice/](http://www.instagram.com/rwthinternationaloffice/))

**Where to find information about COVID-19?**
- Applying regulations in Aachen: [www.rwth-aachen.de/io-faq](http://www.rwth-aachen.de/io-faq)
- Free quick test centers in Aachen (Bürgertests): [https://testen-in-aachen.de](https://testen-in-aachen.de)
- Vaccination at University Medical Center: General information and appointment tool