



# WELCOME SESSIONS

## for International Degree-Seeking Students

1, 8, 15 & 22 October, 5 & 19 November 2025

**i** To register for a session, please complete registration form on the *back page*

## Dear International Degree-Seeking Students,

Congratulations on your admission to Osnabrück University! To help you get off to a smooth start, the International Office offers you a choice of six Welcome Sessions which will take place on:

- Wednesday, 1 October, 10:30–12:30, 52/E05, Neuer Graben 7/9
- Wednesday, 8 October, 10:30–12:30, 15/318, Seminarstraße 20
- Wednesday, 15 October, 10:30–12:30, 22/107, Heger-Tor-Wall 14
- Wednesday, 22 October, 10:00–12:00, 32/372, Barbarastraße 7 (Westerberg Campus)
- Wednesday, 5 November, 10:00–12:00, 32/372, Barbarastraße 7 (Westerberg Campus)
- Wednesday, 19 November, 08:30–10:00, 02/109, Seminarstraße 19 a/b

During the Welcome Session, you will receive your **welcome pack** and an **introduction to Osnabrück University and the services** we offer. This includes explaining formalities such as collecting your **Campuscard**, **registering with the authorities**, applying for a **residence permit**, taking out **health insurance**, and opening a **bank account**. We also cover aspects such as **housing**, **part-time work**, **scholarships and volunteering**. After a final **Q&A** session, student tutors will give you a short **tour of the campus and city**, and accompany you to the dining hall for lunch.

The information below may be useful if you wish to complete some of the formalities before your Welcome Session.

### Collecting your Campuscard

After following the instructions in your enrolment letter about uploading a passport photo, you can collect your Campuscard from the Info-Point, Neuer Graben 27 (StudioS building) and validate it. This card acts as your student ID card, library card and canteen payment card all in one! You can also upload your Deutschland-Semesterticket on to your smartphone using the app stated in your enrolment letter.

For more details, see: <https://www.uni-osnabrueck.de/en/studying/organization-of-studies/campuscard>.

### Registering with the Citizens' Office (*Bürgeramt*)

All newcomers to Osnabrück should register their new address with the Citizens' Office (*Bürgeramt*) within two weeks. Please book an appointment online well in advance:

[https://timeacle.com/business/index/id/332/row\\_id/299](https://timeacle.com/business/index/id/332/row_id/299).

Click "*Bürgeramt*" (Citizens' Office), "*Meldeangelegenheiten*" (Registration Matters), "*Anmeldung*" (Registration), and then "*Weiter*" (Next). Select a time for an appointment on a day that suits you, then click "*Weiter*". Enter your personal details and check the privacy boxes. After clicking "*Buchung bestätigen*" (Confirm booking) you will get an email from *timeacle GmbH Co. & KG* with your official appointment ticket. Please go to the Citizens' Office at the Stadthaus at the time of your appointment with these documents: **appointment ticket**, **ID card/passport** and **Wohnungsgeberbestätigung** (housing provider confirmation).

### Opening a bank account with the Sparkasse Osnabrück

Students who wish or are required to open a bank account with the Sparkasse Osnabrück will gain assistance from one of our tutors. The following information and documents are needed:

- passport
- registration certificate from the Citizens' Office (*Meldebescheinigung*)
- mobile number
- email address
- German tax ID (if not yet available, please submit to the bank at a later date)
- US-American students only: taxation no. (TIN)
- Russian and Iranian students only: residence permit

## Applying for a residence permit with the Foreigners' Authority (*Ausländerbehörde*)

If you enter Germany **without a visa** and your stay exceeds three months or if you enter Germany **with a visa** and your visa expires before the end of your stay, you are required to apply for a residence permit. Students from EU Member States, Iceland, Liechtenstein, Norway or Switzerland do not require a visa or residence permit.

To apply online for an appointment to obtain your residence permit, go to:

<https://service.osnabrueck.de/dienstleistungen/-/egov-bis-detail/dienstleistung/5222/show>.

Click on "*Online-Dienst Aufenthalt: Ausl. Studierende*" to access the portal, available in eight languages. Please scan and upload the necessary documents onto your laptop or smartphone before you start the process:

- passport
- certificate of enrolment
- proof of health insurance
- proof of sufficient funding (bank statements, blocked account, declaration of commitment, scholarship)
- registration certificate from the Citizens' Office (*Meldebescheinigung*)
- current residence permit (if applicable)

Simply answer the questions and upload your documents as required. Make sure you enter the correct email address – it will be used by the Foreigners' Authority to contact you to arrange an appointment.

Several weeks or months after applying, you will be offered an appointment with the Foreigners' Authority. Please bring the following to that appointment:

- A biometric passport photo with a light background
- €100 in cash (with the exception of ERASMUS/DAAD scholarship holders)
- Your passport

## OTHER IMPORTANT DATES

**Monday, 29 September, 12:30 & Monday, 6 October, 12:30: Placement tests for German as a Foreign Language**

**Venue: Building 94 (Westerberg Campus, Nelson-Mandela-Str. 4), Room E01**

Although your chosen program may be taught entirely in English, you will get more out of your stay in Osnabrück if you can speak some German. It will make everyday activities such as shopping or going out easier and allow you to expand your circle of friends. We therefore strongly recommend that you attend one of the many German as a Foreign Language courses offered by the Language Center (starting from 20 October).

To ensure that you are placed at the right level, the Language Center offers two placement tests to choose from on 29 September and 6 October (no registration required). Only students with previous knowledge of German but no proof of their level need take this test. You will be placed on the appropriate course based on your test score. The test is not necessary for complete beginners or for students who have already passed a German language test (e.g. TestDaF, DSH, telc or Goethe-Zertifikat), who will be placed based on their test results.

For more details, see:

<https://www.uni-osnabrueck.de/en/campus-life/language-courses/german-as-a-foreign-language>

**Thursday, 2 October, 14:00–15:30: Introduction to Academic Culture in Germany (virtual event)**

Host: Mira Hazzaa

Virtual conference room: <https://conf.dfn.de/webapp/m/979161341>

**Friday, 3 October: National holiday – German Reunification Day**

**Monday, 6 October – Friday, 10 October 2025: UOS Introductory Week**

During this week, most faculties, departments and programs provide a subject-specific induction for their new students, both German and international. You will learn more about the university, your faculty, the city, how to register for courses, etc. This is your chance to get to know other new students in your program, as well as more advanced students. Learn from their experiences!

Be sure not to miss the Welcome Event for all new students on Tuesday, 7 October in the OsnabrückHalle, next to the Schlossgarten (Schloßwall 1-9). After an official welcome by the President of Osnabrück University at 09:30, you can visit some of the 80 or so stands representing all kinds of student and extra-curricular clubs, initiatives and services.

**Thursday, 9 October, 11:00: Introduction to the University Library (virtual event)**

Host: Matthias Laubenheimer

Virtual conference room: <https://webconf.uni-osnabrueck.de/b/mat-k4g-ffy>

**Saturday, 11 October 2025, 11:00–16:30**

**Forest hike from Bad Iburg to a Bavarian beer garden & restaurant**

Tour guide: Teresa Gehrs (limited to 60 places only)

Just south of Osnabrück lies the Teutoburg Forest with its extensive network of walking trails. Join us in Bad Iburg for a 1.5-hour hike uphill to Malepatus, a Bavarian beer garden and restaurant. The first non-alcoholic drink will be complements of the DAAD, with funding from the Federal Foreign Office. If you like, you can recharge your batteries with traditional Bavarian food (sausages, potato salad, dumplings, etc.) before the 1.5-hour hike back down to Bad Iburg. **To secure a place, please email [teresa.gehrs@uni-osnabrueck.de](mailto:teresa.gehrs@uni-osnabrueck.de).**

You will need your Campuscard (bus pass), drinks/snacks, good walking shoes and suitable clothing in case of rain.

Meeting point: “Charlottensee” bus stop in Bad Iburg.

To arrive at the “Charlottensee” bus stop at 10:50, please take the **S40 bus to Bad Laer**, which leaves from Neumarkt C1 (at the top of Johannisstraße, opposite Edeka) at **10:27**.

Return buses depart from the “Charlottensee” at 16:33, 17:33, 17:50, 18:33

**Monday, 13 October 2025, Lectures begin**

As soon as you know your date of arrival, please complete the form overleaf and send it to [teresa.gehrs@uni-osnabrueck.de](mailto:teresa.gehrs@uni-osnabrueck.de). We look forward to welcoming you to your new university and city of choice.

**Subject to change. Lasted amended: 27 August 2025**

***See reverse for the registration form →***

## I WOULD LIKE TO ATTEND THE:

Welcome Session on Wednesday, 1 October at 10:30 (Room 52/E05)

or

Welcome Session on Wednesday, 8 October at 10:30 (Room E15/318)

or

Latecomers' Welcome Session on Wednesday, 15 October at 10:30 (Room 22/107)

or

Latecomers' Welcome Session on Wednesday, 22 October at 10:00 (Room 32/372)

or

Latecomers' Welcome Session on Wednesday, 5 November at 10:00 (Room 32/372)

or

Latecomers' Welcome Session on Wednesday, 19 November at 08:30 (Room 02/109)

Please tick one of the boxes and email your registration form to [teresa.gehrs@uni-osnabrueck.de](mailto:teresa.gehrs@uni-osnabrueck.de) as soon as you know your date of arrival in Osnabrück. We look forward to welcoming you to Osnabrück soon.

First name:

Last name:

Gender:

Email address:

Degree program:

Date of arrival:

Nationality:

Languges spoken:

### **Contact**

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