



Starter Guide for International Students

Welcome to Zwickau! Herzlich willkommen in Zwickau!

We are excited to welcome you at the University of Applied Sciences (UAS) Zwickau! This guide will provide you with information and advice for your successful study and an inspiring academic life and personal experience in Zwickau. Have a great time during your study at our institution!

International Office (IO)

<https://www.fh-zwickau.de/studium/internationales/>

The International Office assists and mentors all international students at the UAS Zwickau. We support you in administrative affairs and paperwork and when contacting public authorities.

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Imprint

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International Office

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1. Arrival in Germany

Renting a room in Germany

We strongly suggest that you first apply to the student dormitory services because the rooms are inexpensive and offer everything you need. However, you need to do that in due time. If you wish to find another accommodation in a flat share later, you can do so while living in the dormitory. You can also start searching for a room or flat on the internet. However, be aware that you should not pay anything without a signed contract. Some landlords may also ask for a deposit in cash (e.g., for keys) or payment in advance, don't do this! After signing the contract, you will be provided with all the information you need to pay your deposit and rent electronically via bank transfer. If you pay anything in advance, you risk losing that amount of money.

Student Dormitory

<https://www.swcz.de/wohnheimbewerbung/#admission>

Dormitories are provided by the **Studentenwerk Chemnitz-Zwickau (SWCZ)**.

Plan your arrival in Zwickau during a weekday, best during the office hours of the SWCZ (or make an appointment beforehand) so that you can easily receive your dorm keys, your key card and sign that you have received them. Both university and SWCZ are closed during weekends.

The dormitories are equipped with laundry rooms, gyms, student clubs and bicycle storage rooms. It is recommended to store your bike inside because there have been issues with bicycle theft. Just ask the janitor for an access key.

ARD ZDF Deutschlandradio Broadcasting Contribution

In Germany, apart from the room rent, you must pay a small monthly fee for radio/TV services, even if you don't own a TV set or radio! Please do not ignore letters referring to *Rundfunkbeitrag* (broadcasting fee)! If you do not pay, a strict fine will be imposed, which will cost you much more than the regular fee. If you have any questions, please contact the Social Counselling of the Studentenwerk Chemnitz-Zwickau (see below): sob-zwickau@swcz.de

Visa and Resident Permit

<https://www.landkreis-zwickau.de/detail?type=BHW&id=81>

Please contact the Embassy/Consulate of Germany in your home country for your visa application as soon as you receive the UAS acceptance letter. Sometimes the visa application process may take several months so that you cannot arrive in Zwickau in due time for your program.

Please make sure that you prolong your resident permit before your initial visa expires. To do this, you need to contact the local *Ausländerbehörde* (Foreigner's registration office) and book an appointment with them best one or two months before your visa expires because the administration process may take quite some time: auslaender@landkreis-zwickau.de.

You need the following documents:

- Completed application form
- Biometric passport photo
- Original and Copy of valid Visa
- Original and Copy of your health insurance certificate
- Original and Copy of your rental contract
- Statement of enrollment
- Proof of financial support in Germany
- Administrative fee

Registration of Residence

Newcomers in Zwickau are obliged to register their new residence at the local town hall (*Rathaus*) within 14 days after arrival (legal requirement). To do this, you need a *Wohnungsgeberbescheinigung* (lease confirmation) from your landlord and your passport. If you live in the dormitory, a lease confirmation will be issued when you move in. Remember to register your residence quickly because you need this registration document for other administration purposes, for example when opening a bank account, for visa extension, health insurance.

Opening a bank account

Several banks are at hand to open a bank account, like Commerzbank, Sparkasse, and Deutsche Bank. There are also online banks like N26. It is advisable to book an appointment in the bank for opening a bank account. Youth bank accounts are free of charge.

Health Insurance

All international students need health insurance in Germany and need to proof this to the university. If you already have a health insurance, please contact your insurance provider first and then our International Office to check validity of your insurance in Germany. Since 2022, your provider has got the opportunity to inform the university about your health insurance electronically.

2. Social Services of the Studentenwerk Chemnitz – Zwickau (Student Union Chemnitz – Zwickau)

<https://www.swcz.de/en/>

The *Studentenwerk* offers more services than just arranging dormitory rooms! The Social Services help students to cope with personal, social or economic problems. The counselling is free of charge and is bound to professional discretion. The sessions can be held in German or English.

For more general questions, you can use the office hours. To address more complex issues, it is recommended to arrange an individual appointment with an advisor via email or phone beforehand.

Social Counselling

<https://www.swcz.de/en/social-services/>

International Students

- Residence permit
- Contact with public authorities
- ARD ZDF Deutschlandradio Broadcasting Contribution
- Health insurance
- ...

Study Finance

- BAföG (German Federal Training Assistance Act)
- Scholarship, student loan, debts
- Working while studying
- Social benefits
- ...

Pregnancy and study with child

- Advice, financial support
- Organization
- Personal issues

Students with disability or chronic disease

Contact

Tina Opitz
Innere Schneeberger Straße 23
Room 103/2,
08056 Zwickau
Phone: +49 375 2710-125
Email: sob-zwickau@swcz.de

Psychological Counselling

<https://www.swcz.de/en/social-services/advice-for-any-situation/translate-to-englisch-psychologische-beratung/>

Support to resolve study-related problems

- Learning difficulties
- Anxiety in test situations
- Lack of concentration
- Doubt about choice of program
- ...

Support to resolve social problems

- Isolation or social anxiety
- Problems with your roommate
- Conflict situations
- ...

Contact

Dipl.-Psych. Tina Horlitz
Innere Schneeberger Straße 23, Room 103/2,
08056 Zwickau

psb-zwickau@swcz.de

Legal Counselling

<https://www.swcz.de/en/social-services/advice-for-any-situation/legal-counselling-service/>

- Legal issues
- Interaction with public authorities
- Legal proceedings and possible legal steps

Contact

Jürgen Altringer
(Appointment only by prior arrangement)
rechtsberatung@swcz.de

3. Language Classes

The UAS Zwickau offers both modular English and German language courses on various language levels, basically integrated in the study programs. These courses are free of charge, include exams and you can earn ECTS. The English modules are usually included in the timetable of your program, an overview of the German courses is available from *Studienbegleitendes Deutsch:* <https://www.fh-zwickau.de/studium/studierende/studienorganisation/studierendenangelegenheiten/lehrveranstaltungsplaene/lehrveranstaltungsplan/?matrikel=Deutschkurs>

Please contact Prof. Dr. Busch-Lauer (Ines.Busch.Lauer@fh-zwickau.de) for any further information.

Tandem Program

<https://www.fh-zwickau.de/spr/organisation/fachbezogene-sprachausbildung/tandem-buero/?L=1>

The UAS Zwickau offers a Tandem program where you learn German and expand your language skills on an informal basis. You work together with a German student who wants to learn your mother tongue. You are free to set up your own goals and meetings. You can earn ECTS when you document your progress and work.

Language Corner

During the semester you can also join the Language Corner. This casual meet-up gives you the opportunity to meet people and improve your German language skills within a variety of games. For more information, please contact Susann Kühn (Susann.kuehn@fh-zwickau.de).

4. Career Service

<https://www.fh-zwickau.de/english/study/students/student-services/career-service/-c29292>

The Career Service of the UAS Zwickau acts as an interface between university and companies offering job opportunities. Its services include individual consultations, workshops preparing for the professional career, qualification and certification courses as

well as support when searching for internships, part-time work and graduation thesis partners.

Contact

Kornmarkt 1, Paul-Kirchhoff-Bau, Room
226/227
careerservice@fh-zwickau.de

Counselling, Workshops, Corporate –
Contacts, Jobportal
Markus Haubold
+49 375 536 1343

Advisor for international students
Susann Kühn
+49 375 536 1699

Corporate Contacts, Project: Talent –
transfer
Jenny Ruffer
+49 375 536 1152

5. Part-time work

Students are eligible to do part-time jobs in Zwickau once they have acquired documents like a work permit (part of the student visa), tax number, health insurance. You can search for jobs online or contact local job consultants. To work in a part-time job, intermediate German language skills are highly recommended.

The UAS Zwickau offers a job portal and you can also contact the Career Service:
<https://jobportal.fh-zwickau.de/>

The Studentenwerk Chemnitz – Zwickau also publishes jobs online:
<https://www.swcz.de/studentenwerk/stellenangebote/>

Since some study programs are fairly extensive in the first semesters, you should in fact prioritize your study first. Once you have settled, you can start searching for a part-time job. Again, you need to consider your visa conditions. Moreover, please note that you are not allowed to exceed the legally defined limit (240 half days or 120 full days **per calendar year**). If you exceed the permitted working days in any given year, this will result in problems with visa extension, or may even result in a high fine.

6. Semester Contribution/Ticket

The UAS Zwickau Student Identity Card (*Semesterticket*) allows you to travel in Zwickau local buses and trams as well as in regional trains within the state of Saxony for free. However, the ticket does not allow to use long-distance trains (IC/ICE)!

Please check the link below for more information.

The ticket is included in the semester fee, but to use it, you need to validate your Student ID at an SB-Terminal :

Campus City centre: in front of the student canteen
Campus Scheffelstr.: in front of the student canteen
Schneeberg: Main Building 1st floor (1.OG)
Reichenbach: Klinkhardstr. 30, 3rd floor (3.OG)

You can find more information on public transportation and a ticket map in Saxony on the following websites:

<https://www.swcz.de/en/studentenwerk/semester-ticket/>

<https://www.nahverkehr-zwickau.de>

7. Campus Life

E-Mail

All students receive a UAS Zwickau e-mail account. It is highly recommended that you check your emails regularly, at least once a day not to miss any important information regarding your program, schedule and exams. You will also receive e-mails about events, workshops, student life and more!

The UAS website also provides news on academic life, forthcoming events and campus news: <https://www.fh-zwickau.de/>

To quickly access information on your smartphone, you can download the WHZ Web App 2.0: <https://www.fh-zwickau.de/zki/projektbetreuung/whz-webapp/> and use <https://mobile.fh-zwickau.de> .

Mobile Network

To use mobile services, you can buy a SIM card within the first week of your arrival. There are various network providers with customized services that you can inquire about online or on-site in shops, for example: T-Mobile, Vodafone, O2, Aldi Talk, Lidl Connect, Premium SIM, Win SIM, etc. Providers may require an identification process via video chat or by filling out a document.

Internet and ZKI (IT services)

<https://www.fh-zwickau.de/zki/startseite/>

Both university and dormitory are equipped with Internet access. To log in, you need your personal login information for access. User name and password will be provided to you together with your enrollment. If you require any further assistance, please contact *Nutzerservice* (user help desk) in the Centre for Communication Technology and Information Processing (ZKI).

E-Mail: nutzerservice@fh-zwickau.de

Inner City Campus

Kornmarkt 1, Georgius-Agricola-Bau,
Room 219

Phone: +49 375 536 1215

Scheffelberg Campus

Lehrgebäude, Room LG 104

Phone: +49 375 536 3344

Academic Year Schedule

<https://www.fh-zwickau.de/studium/studierende/studienorganisation/plaene-fuers-studium/>

The schedule of the academic year (*Studienjahresablaufplan*) provides you with an overview of lecture and exam periods within the academic year as well as important dates.

In the German system, the “lecture period” is where all regular lectures take place, whereas exams, including retakes, may be held outside this period. The schedule also includes calendar weeks (Z1 = uneven, Z2 = even calendar weeks) and vacation days as well as days free of lectures and seminars. Please check the academic calendar online.

In general, the *Wintersemester* starts in September and ends late February, while the *Sommersemester* starts in March and ends early September.

Timetable

<https://mobile.fh-zwickau.de/vlv/index.php>

<https://www.fh-zwickau.de/studium/studierende/studienorganisation/plaene-fuers-studium/>

When you received your login information for your UAS Zwickau account, you can check your timetable using the provided link or check the information on the website.

Academic program guide

<https://modulux.fh-zwickau.de/app-modulux/frontend/studiengaenge/>

Modulux is used to present the academic programs of UAS Zwickau. Use the filter function to either display program information or module information. The program ID can be used for displaying an overview of the mandatory and elective modules in a program. Filtering by the module ID provides you with information on the contents, examinations etc. of a specific module. Use the link to learn more about your program.

Examinations and the Exam Portal

<https://www.fh-zwickau.de/studium/studierende/studienorganisation/studierenden-und-pruefungsportal>

Please be aware that you must register for exams well in advance. You can only participate in an exam when you have registered for it. In general, exam registration starts six weeks prior to the exam period and ends two weeks before exam dates. You can also deregister from scheduled exams using the same online platform.

You have three attempts to pass an exam. However, if you fail repeatedly, you are automatically expelled from university! To avoid this, please contact your professor or instructor before your third (final) attempt is scheduled. The lecturers will give you tips and advice on how to best learn and pass the required subject. If you only consult lecturers right after failing the final attempt, there is nothing they can do about it. Failing a subject (third attempt) means that you cannot study the subject in any other German university either, and changing the university will not be an option at that time.

The German grading system in higher education (a comma is used in German or grading):

Grade	German	English
1,0	Sehr Gut	Very Good

1,3		
1,7	Gut	Good
2,0		
2,3		
2,7	Befriedigend	Satisfactory
3,0		
3,3		
3,7	Ausreichend	Sufficient
4,0		
5,0	Nicht bestanden/ Nicht Ausreichend	Failed/Insufficient
6,0		

Campus Portal

<https://www.fh-zwickau.de/studium/studierende/studienorganisation/studienservice>

The Campus Portal is accessible with your login information. You can use the portal to change personal information, check on payments to the university or download important documents such as a the certificate of enrolment.

Student clubs

There are three student clubs in Zwickau that organize concerts, parties and film events:

Student Club 013 e.V.

Innere Schneeberger Straße 23

Student Club Collage

Makarenkostrasse 4-6

Student Club TIVOLI e.V.

Äussere Schneeberger Str. 18

You can follow them on Social Media to be up-to-date with upcoming events.

Activities, groups and sports

<https://www.fh-zwickau.de/english/study/student-life/>

Students of UAS Zwickau can partake in various activities and student groups. You can also register for the university sports program. This is a great opportunity to stay healthy and meet new people!

Printing Services

<https://www.fh-zwickau.de/zki/nutzerservice/druckenplotten/#c9464>

If you need to print or copy something, you can easily do so at the printers in the University. There are printers to use by yourself and there is the ZKI offering printing services.

Inner-City Campus

Paul-Kirchhoff-Bau 1st floor near room 258

Georgius-Agricola-Bau, 1st floor, near room
242
University Library

Scheffelberg Campus
Lehrgebäude, Foyer
Library Building

You can use the ZKI printing services portal by simply uploading a document to be printed and you will receive it after 24 hours.

<https://zki-service.fh-zwickau.de/login/login.php>

Library

<https://www.fh-zwickau.de/bib/>

The library of UAS Zwickau offers a variety of subject-specific literature, journals and materials via online access as well as on a loan basis. Moreover, you can use computers and study in quiet, secluded work areas. However, if you want to use these, you need to register separately.

Campus map

<https://www.fh-zwickau.de/english/university/locations/>

The UAS campus in Zwickau is located in the inner city and on Scheffelberg in Eckersbach (Scheffelstraße 39). The Scheffelstraße Campus is quite modern: The buildings have been recently renovated or newly built. There are lots of green spaces inviting you to relax between lectures and there is also outdoor seating at the refectory. You can easily travel between the two locations within ten minutes by tram (and your semester ticket). However, as a rule, you won't have to travel between the sites since your lectures will mainly take place on the campus where your faculty located.

Other UAS sites are in Schneeberg, where the Faculty of Applied Arts is located, and Reichenbach with the Institute for Textile and Leather Technology. The program Musical Instrument Building belongs to the Faculty of Applied Art and is in Markneukirchen.

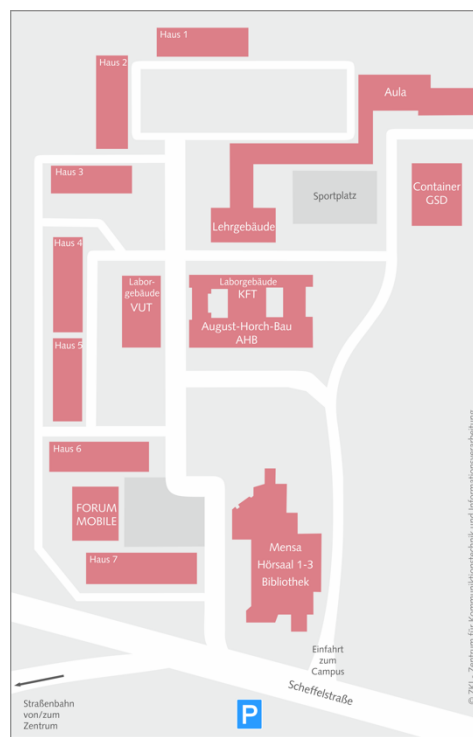
Campus layout in Zwickau



Inner-City Campus



Scheffelberg Campus



8. Regional Attractions and Day Trips

Transportation

If you want to travel to regions where your semester ticket is not valid, you can use the following transportation services:

Deutsche Bahn

www.bahn.com/en

You can easily book trains online via the app. The following tickets are recommended:

Schönes-Wochenende-Ticket:

This ticket is valid on any Saturday or Sunday until 03:00 AM the following day in any RB, RE, S-Bahn.

Länder-Ticket:

This ticket is valid for any one-day trip in Saxony, Thuringia and Saxony-Anhalt in any RB, RE, S-Bahn.

Quer-durchs-Land-Ticket:

This ticket is valid for any one day throughout Germany on any RB, RE, S-Bahn.

Vogtlandbahn

www.vogtlandbahn.de

Vogtland Express:

The Vogtland Express Bus is an affordable way to travel to Berlin for students under 26.

Flixbus

www.flixbus.co.uk

Flixbuses travel across Germany and also to neighboring countries. They represent an inexpensive alternative to the train system. You can check in online or use the app. If you cannot find a bus starting in Zwickau, you can also check Leipzig or Dresden for connections. In Zwickau the bus stops in front of *Stadthalle* (Äußere Schneeberger Straße 95).

Please always carry your identity card, passport and healthcare information with you while traveling!

Regional Attractions

Zwickau

The city is famous for its long tradition in the automotive industry and for the composers Robert Schumann and Clara Wieck. The historical city centre – close to our campus – is ideal for shopping and a leisure stroll. With 90.000 inhabitants, Zwickau is the fourth largest city in Saxony.

Robert-Schumann-House

Cultural Centre
Alter Gasometer
(movies & events)

August-Horch-Museum



Cathedral (Dom)

Priesterhäuser
(Museum)

Gewandhaus
(Theater)

Nightlife

- Filmpalast Astoria (Cinema)
- Nachtwerk Zwickau (Club)
- Club Seilerstrasse (Club)
- Moccabar (Club)
- Alex (Bar)
- Irish Pub

Events

www.zwickau.de/veranstaltungen

Well-known events in Zwickau:

- | | |
|----------|---|
| June | Zwickau Music Festival
(Schumann-Festival) |
| August | Stadtfest (City Festival) |
| December | Christmas Market |
| Summer | AvD Sachsen Car Rally |

Reichenbach

Schneeberg

Markneukirchen



Sights

- Göltzsch Viaduct
- Park of Generations

Sights

- Weißer Hirsch Mining Museum
- St. Wolfgang's Church
- Christmas Market

Sights

- Museum of Musical Instruments
- Giant violin - the world's largest playable violin



Day Trips

Pöhl Dam

www.talsperre-poehl.de

A great place for outdoor enthusiasts! At the Pöhl you can hike, bike, swim, climb or simply relax on the lakeshore. Discover the landscape and natural wonders in the „Vogtländische Schweiz“. Activities: Steamboat, outdoor swimming pool, forest climbing park, minigolf, boat rental.

Miniwelt Lichtenstein

www.miniwelt.de

The world in miniature can be found at Lichtenstein's Miniwelt. Notable architecture from antiquity to the present are presented at a scale of 1:25.

Baroque city of Dresden

www.dresden.de

Located on the Elbe River, Dresden, the capital city and political centre of Saxony, is internationally recognized for its beautiful Baroque architecture. The Frauenkirche, the Semperoper and the Zwinger are a few sights that should not be missed.

Leipzig

www.leipzig.de

Shaped by art and culture and influenced by Goethe and Lessing, the special flair of Leipzig definitely makes a visit worthwhile. With the Leipzig Book Fair in March, the Wave and Gothic Festival at Pentecost or simply a visit to the zoo, there is always something to see and do in this vibrant city.

Saxon Switzerland and Königstein Fortress

www.saechsische-schweiz.de

www.festung-koenigstein.de

Spanning both sides of the Elbe River between the Czech city of Děčín and Saxony's Pirna, the rocky landscape of Saxon Switzerland offer visitors spectacular views. Hike to the top of the Lilienstein, enjoy the open air theatre in Rathen, be amazed by the famous Basteibrücke or visit the largest mountain fortress in Europe, the Königstein Fortress.

9. Need – to – Know

Emergency numbers

Police	110
Ambulance and Fire department	112
Emergency medical service	116 117
Lost or stolen credit card	116 116
Poison Helpline	0361/730 730

Hospitals

Heinrich-Braun-Klinikum
Karl-Keil-Str. 35
08060 Zwickau

Paracelsus-Klinik
Werdauer Str. 68
08060 Zwickau