



Information Brochure for International (PhD) Students & Researchers



Bayreuth International Graduate School of African Studies

Edition 1 – August 2024

Structure / Handling of this Brochure

This brochure is meant as a guidance document through your study and/or research journey in Bayreuth, starting before your arrival in Germany up till after your graduation/end of stay. It will cover important information for your preparation and onboarding in Bayreuth, academic and everyday life issues during your stay here, and how to graduate and move on.

Information in a nutshell will give you a short overview about the chapter and the most important content / to do



Main information and important things to remember can be found in those yellow boxes

Things to keep a specific eye on are marked with exclamation or question marks



All the underlined words/text passages (except this exemplary one) are clickable external links to documents, websites, videos, and so on.

See where you are in your Bayreuth Journey



WELCOME & ON BOARDING

STUDYING & STAYING

GRADUATING & MOVING ON





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WELCOME & ON BOARDING

WHAT TO DO BEFORE ARRIVING IN GERMANY

- ❑ Get to know the [COUNTRY](#)
- ❑ Sort out your [VISA](#)
- ❑ Find some (additional) [FUNDING](#)
- ❑ Sign the necessary [INSURANCES](#)
- ❑ Search for [HOUSING](#)
- ❑ Travel to [GERMANY](#) / [BAYREUTH](#)



Get to Know your Future Environment

Germany: WHAT IT IS & WHAT IT ISN'T!

- [The German Handbook Ministry Website](#)
- [DAAD - Studying and Living in Germany \(Website\)](#)
- [The Federal Government - make-it-in-Germany \(Website\)](#)
- [Ministry of Education and Research - Study in Germany \(Website\)](#)
- [Deutsches Studierendenwerk \(Website\)](#)
- [How to Germany \(Website for Expats\)](#)
- [Study in Germany \(YouTube Channel\)](#)

- [DAAD - Studying in Germany \(PDF\)](#)
- [DAAD - Studying and Researching in Germany \(PDF\)](#)
- [DAAD - Overview of International Universities in Germany](#)

Tip before travelling:

Check the weather in Germany/Bayreuth, as it can be very cold around here, so pack accordingly (Don't forget a warm jacket!)



Bayreuth

[About Bayreuth - Official Informative City Website \(In English\)](#)



Living and working in Bayreuth

Bayreuth Marketing & Tourismus

180 Abonnenten

Abonnieren

11 1 Teilen Speichern



- [Bayreuth Welcome Service](#) (Website)
- [Living and Working in Bayreuth](#) (Video)
- [Research in Bavaria](#) (Website)
- [This is Bayreuth](#) (Video)
- Bayreuth entdecken [WhatsApp Group](#)

Bayreuth



Apply for your visa as early as possible

Get a Visa for Germany

- Your individual conditions and requirements to enter into Germany and apply for a visa to the country depends on your home country
- You can normally apply for the visa at the German diplomatic mission in your home country (There are exceptions for certain countries though)
- The [Federal Foreign Office](#) provides general information and an initial overview
- Some websites that give you some general and detailed information on the various types of visa and residence permits for Germany are listed below:
 - [German Academic Exchange Service \(DAAD\)](#)
 - [Make it in Germany - Info Website](#)
 - [Research in Germany](#)



Get (Additional) Funding for Studying / Research

In case that you have not secured some funding for your stay here in Bayreuth, please find below some databases for scholarships:

- Scholarship database from the [German Academic Exchange Service](#)
- List of Funding Programs collected by the [University of Bayreuth](#)
- BIGSAS scholarship guide ([LINK](#) to PDF)
- www.mystipendium.de
- www.stifterverband.info
- www.stipendien-infos.de
- www.stipendiumplus.de
- www.stipendienlotse.de



- [Research in Germany](#) (Includes general information for PHDs)
- www.academics.de (Job- und Scholarship database)
- www.e-fellows.net (Online-Scholarship & career network)

The [International Office of the University of Bayreuth](#) also offers a [scholarship for international doctoral students](#). Due to its smaller budget, however, it is by no means sufficient to finance a full doctorate for example!

Get the Necessary Insurances for Germany

Please ensure, that you have a valid health insurance policy **UPON** arrival and during the first few weeks in Germany (**Your scholarship might include one already though – so check that first**).

When choosing a health insurance in Germany, You can choose between different versions:

- Public Healthcare Insurance (like [BARMER](#), [TK](#) or [AOK](#))
- Private Healthcare Insurance (like [Care Concept](#), or [Mawista](#))
- [Private Liability](#) Insurance + Life Insurance

The following websites give detailed information for internationals about what is needed for your stay in Germany:

- [EURAXESS - Information about Health Insurances \(Website\)](#)
- [DAAD - Information about Health Insurances \(Website\)](#)
- [Make it in Germany - Information about Additional Insurances \(Website\)](#)
- [Check24 – Comparative Online Portal](#)

To find out more about the German healthcare system in general please consider the following [PDF from the German Federal Ministry of Health](#) or the Online Article [Health Insurance in Germany](#).



Tip for your insurance:

In case that you don't need a longer insurance for your visa application as well, please take an insurance that at least covers your travel to Germany and your first weeks here!



More insurance offers can be found here: [Health insurance list](#)

Potential live insurance (Risikolebensversicherungen) providers are:

1. [Allianz](#)
2. [AXA](#)
3. [HDI](#)
4. [Zürich](#)
5. [Generali](#)
6. [ERGO](#)
7. [Debeka](#)
8. [LV 1871](#)
9. [CosmosDirekt](#)
10. [NÜRNBERGER](#)

Find Accommodation

To stay in Bayreuth, you obviously need to find accommodation first. Don't get frustrated, the apartment search can be quite time intensive and nerve-wracking! But we are here to help you out.

Where do I get help from?

Apart from your study or research program coordinator, and the [Welcome Services](#) of the [International Office](#) of the UBT, you can contact the [Welcome Service Bayreuth](#) who all provide support and advice in almost all matters before, during and after your stay in Bayreuth!

Note: Local rental practices and regulations may vary, and it's therefore helpful to understand German or seek assistance.

Tip for enrolled students at the University:

As a (PhD) student, you have the possibility to apply for one of the student dorm residencies of the [Studierendenwerk Oberfranken \(SWO\)](#) (renting start form 1. April or 1. October)

[Self- Registration Link / Application Link for a Dorm Room](#)



BE AWARE: If you want to bring your child, the dorm rooms will be too small - SWO offers 4 mother-child or father-child apartments (long waiting lists)

→ EARLY [self registration & application](#)



Need hints on where to search for a room/flat otherwise?

- General information page from the [University of Bayreuth](#)
- Information from the [City of Bayreuth](#)
- [List of various search websites](#) for accommodation (individual rooms or shared flats) in Bayreuth and Kulmbach
- [General Guide](#) on how to find accommodation in Germany

Engaging with landlords in Germany involves several steps:

- Determine your rental requirements, including budget and preferences.
- Search for rental listings online or through agents.
- Contact landlords politely and professionally.
- Arrange property viewings and be punctual.
- Prepare necessary documents for tenancy.
- Attend property viewings and ask questions.
- Submit a rental application with required documents.
- Attend interviews or meetings if required.
- Review and negotiate lease and deposit terms.
- Sign the lease agreement and pay a security deposit.
- Conduct a move-in inspection and set up utilities.
- Pay rent on time and adhere to lease terms.
- Give proper notice when moving out. Usually 3 months prior.
- Conduct a move-out inspection when leaving.



Travel to Germany & Bayreuth



The map to the left is showing you the national and international airports of Germany. The one closest to Bayreuth is the [Albrecht Dürer Airport in Nürnberg](#). The next big international airports are [München](#), [Frankfurt \(Main\)](#) or [Stuttgart](#).

Tip: use a search engine like [Momondo](#), [Expedia](#), [booking.com](#), [Opodo](#) or [KAYAK](#) to find the cheapest flights

More information about [How to Reach Bayreuth](#), can be found on the cities website.



Arrival Nürnberg Airport to Bayreuth

BIGSAS Uni Bayreuth

71 views · 7 months ago

If you are arriving at Nürnberg Airport, the trip to Bayreuth can still be a bit of a confusing endeavor. Navigating the German railway system and ticket options can be quite a challenge. To make things easier, here is a quick instruction on how to find the correct trains, buy the correct tickets etc. ...more

In case you decide to enter the country via the airport in Nürnberg (or at least end here) is here a [YouTube Video](#) explaining the way from Nürnberg Airport to Bayreuth.



Travel Inside of Germany & Bayreuth

If you made it to German grounds, there are multiple ways to move / travel within the country. For longer distances trains, cars or long-distance bus companies would be best, short distances can always be done with the local transport or via foot and by bike.

 Trains: [Deutsche Bahn](#) (DB) or [Flixtrain](#)



Germany has regional slower trains (IRE, RE, RB and S-Bahn) and fast trains (ICE, IC, Intercity and Sprinter)




You can download the **DB App** via [Google Play](#), the [Apple Store](#) and the [App Gallery](#)

 Buses:

- through Germany & Europe you can use the long distant buses [Flixbus](#), [Eurolines](#), [Regiojet](#), or [BlaBlaCar](#) (bus)
- within Bayreuth and the region you can use the [Verkehrsverbund Großraum Nürnberg \(VGN\)](#)

 Car: [BlaBlaCar](#) (ridesharing) – See also [Driving in Germany](#) 

 Bicycles: get cheap ones from auctions, alumni or on [E-bay](#)

Understand how & when the trains & buses run?

→ [VGN](#) (Bayreuth & Nürnberg)

→ [DB Navigator](#) (for whole Germany & Europe)

On Sundays + holidays you sometimes have to call the bus beforehand (**it's called Anruf-Linien Taxi and the number is usually on the timetable**)



You can download the **VGN App** via [Google Play](#) and the [Apple Store](#)



- Once you are an enrolled student, you can use your [campus card](#) for all buses & trains within the [county of Bayreuth](#) (always have them prepared to show when you enter the bus).



PRO TIP:

According to the current regulations (08/2024) **students** enrolled at the University of Bayreuth can purchase the German wide [Deutschlandticket](#) for the regional traffic (bus and train) at a reduced price of € 29.00 per month in the special online sales department of [VGN GmbH](#) as a cell phone ticket

WHAT TO DO AFTER ARRIVING IN BAYREUTH

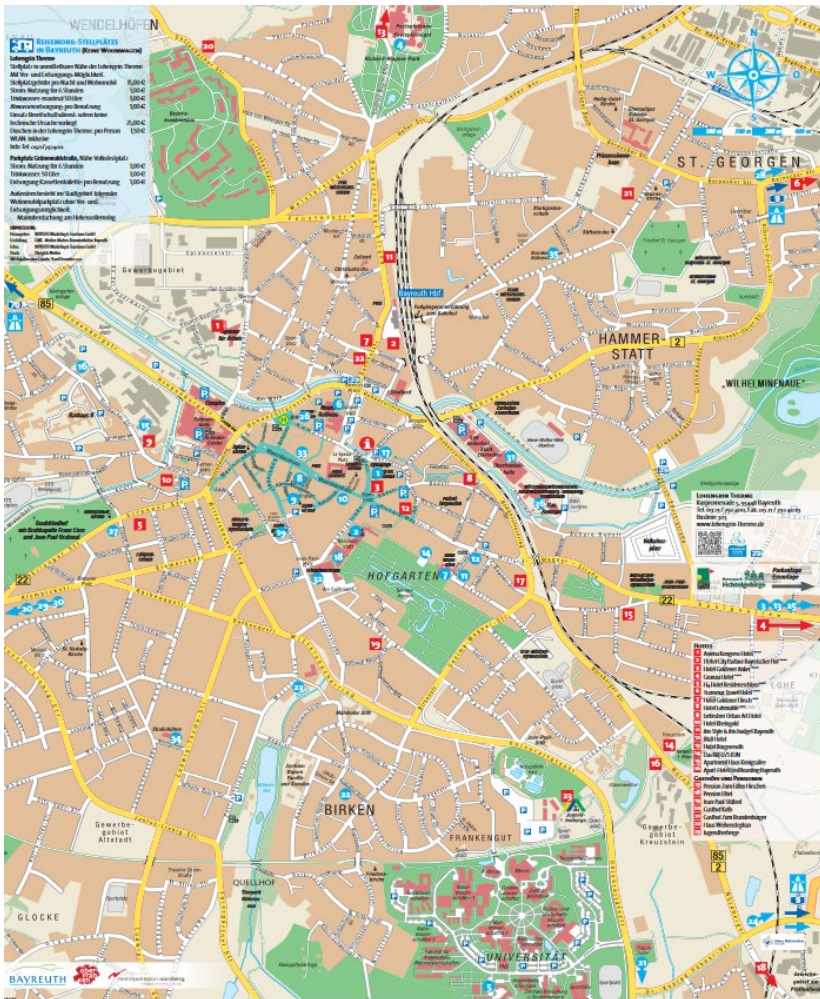
- Find your [WAY](#) and move into your [NEW ROOM / FLAT](#)
- [REGISTER](#) in Bayreuth / at the city hall
- Set up your [FINANCES](#)
- Sort out [INTERNET and COMMUNICATION](#)
- Update your [RESIDENCY PERMIT](#)



Be AWARE:

Opening hours of any administrative bodies are usually just Monday to Friday!

Find Your Way Around the City



[City Map of Bayreuth](#)

See also chapter [„Welcome to the University of Bayreuth \(UBT\)“](#) (campus maps) and [„Interactive Map of Bayreuth“](#) that includes a link to a virtual map for every day shopping and living.



Move Into Your New Home

When moving into your new room/flat/house in Germany, there are certain things to consider (See also [Guide for Moving In](#)):



- If you haven't gotten this already, get the **signed lease (Mietvertrag)** from your landlord and sign it yourself as well.
 - You need the lease to register your address (Anmeldung), and to apply for a residence permit at the city hall.
- Fill out a **handover document (Übergabeprotokoll)** together with your landlord.
 - This document describes the condition of the apartment. You must return the apartment in the same condition that you have previously found it in. The protocol should describe everything: scratches on the floor, holes in the wall, broken taps and other problems. During the handover, take some pictures. When you move out, these photos can help you get your deposit back, as you can prove that certain damages were already present.
- Before or during the handover, you get a **tenancy confirmation (Wohnungsgeberbestätigung)**.
 - You need this confirmation to register your address (Anmeldung) at the city hall later (together with your lease).
- In case you have to sign an **electricity contract** for your flat, you need to give the electricity provider your **meter number (Zählernummer) and meter reading (Zählerstand)**. The electricity meter is usually hidden in the basement.
- Get the **apartment keys** for your apartment, your mailbox, and the cellar.
 - a. You should get the same number of keys as in the handover document (Übergabeprotokoll).







Register at the City (IMPORTANT!)

Everyone who lives in Germany must be registered. This is to be done **in person** at the registry office of your municipality **within two weeks** of moving at the latest. Registration is free of charge.

English information about all the necessary **registration formalities when moving to Bayreuth** can be looked up on the following [city website](#). Here you also find the [flyer „Registering, De-registering and Re-registering – Information on your Obligation to Register“](#) of the Registry and Electoral Office of the City of Bayreuth that contains all of the most important Information in concise form (unfortunately just in German for now)

Within 2 weeks after your arrival in Bayreuth

 You have to **make an appointment** online at the [City Hall](#) for registration (“Anmeldung”) 

For the appointment you need to bring:

- Your ID card and/or passport as well as any foreign passports, as the case may be.
 - A children’s ID card / passport or birth certificate of your children.
 - The written confirmation of your landlord about the lease ([Wohnungsgeberbestätigung](#) to be filled out by your landlord)
- ➔ **If you live in a student dorm, you just need to bring your ID.**



Set up Your Finances

Money, Money, Money ...

As money makes the world go round, you will need to figure those issue in Germany out as well. General information [Finances in Germany](#) & [Money](#) in Germany can be found in those links.

Be AWARE:

Unfortunately, cash is still king in Germany

- Currencies are not easy to change in German, so before coming to here, please ensure you have some Euros in cash to spend before you are able to open a bank account.
- While you normally can change the most common currencies to Euro at every German airport, it might be a bit more problematic for really regional or non-international currencies. So make sure that you have that sorted out before coming here.
- In any case are here some [Locations of ATMs](#) in Bayreuth



Opening a Bank Account

To receive your scholarship or salary or to pay rent for example, it will be important for you to have a [Giro account](#) at a bank.

- Normally, you can make an appointment at any regional bank to open up a giro account (some charge a monthly fee! But there might be student discounts). Many BIGSAS Junior Fellows and UBT students open a Giro bank account at [Sparkasse Bayreuth](#) (as it is a quick and easy solution for the start) or at one of the various online banks with often better conditions! (like [Revolut](#), [N26](#) or [others](#)).
- **You need to have your ID/Passport & evidence of your city registration to open up a bank account in person / verify it online!**
- Tips on [saving](#) money & Transferring money ([Worldremit](#))



Organize Your Internet Connection and Communication

In case that you don't have an international running SIM Card with online access already, there are various options to consider once you have reached Bayreuth in order to stay up-to-date and reachable, both on the run and at your new house/flat/room.

- The most convenient way to get internet on the go is through the free Wi-Fi Spots on Bavaria [Bayern W-Lan](#) (Free)
- You can also connect to the free [Wi-fi at the University](#) once you are enrolled and have a [bt-number](#)
 - See [Eduroam](#) (University Wi-Fi)
- Get a **(mobile) SIM card**
 - You can buy Prepaid SIM Cards almost anywhere from supermarkets to gas stations. If you found a brand to your liking and purchased it, there are different registration processes – mostly online. In any case, in the end you need to go through an identification process called **Postident**. There is an option to do it online, but it is more difficult/impossible with foreign passports. With a Google Search, you will find the nearest stores and branches where you can do it in person. Go there with your passport and a QR code (that confirms your process/order) you get when registering. After a few hours, your SIM Card should be fully functional. Prepaid SIM cards can be found in most supermarkets/gas stations and can be
- [Overview](#) of internet contract companies



Update Your Residence Permit (IMPORTANT!)

Any visitor who is planning for an extended stay in Germany and who is not from an EU or EAA country or from Switzerland will need to apply for a residence permit. The type of residence permit you need depends on the purpose of your stay. The "[Ausländeramt](#)" (Foreigners Authority) can provide you with information about the different types of permits available. The four types of residence permit that usually come into question for members of the University of Bayreuth are as follows:

- for students
- for staff
- for researchers
- The EU Blue Card

Keep an eye on the expiration date of your 90 day visa. **Normally 4 weeks prior (not much more before!)** you need to file for the extension. Keep in contact with the foreign office in Bayreuth, best over email: Auslaenderamt@stadt.bayreuth.de. They will give you all the information you need and provide you with [Documents for Internationals](#) or the [Online applications of the Foreigners Registration Office Stadt Bayreuth](#)

The [Welcome Services International Office](#) and the [Welcome Service Bayreuth](#) can help you our further as well.

During the waiting time for your visa you can get a **Fiction certificate** ([Fiktionsbescheinigung](#)) with which you can prove the existence of a provisional right of residence in the federal territory. This usually happens after your application is submitted to the immigration authority for the issue or extension of a residence title.

STUDYING & STAYING

BECOME A (DOCTORAL) STUDENT AT THE UBT

- ❑ Get to know your [UNIVERSITY](#) and its [INSTITUTIONS](#)
- ❑ [ENROLL](#) as a (PhD) Student
- ❑ Understand the student [ADMINISTRATION](#)
- ❑ Utilize the University [OFFERS](#) and [OPPORTUNITIES](#)



Welcome to the University of Bayreuth (UBT)

- [Virtual Tour](#) of the Campus
 - [Campus Maps](#)
 - [Rooms](#) on Campus
- [Welcome Information](#) from the International Office





University of Bayreuth = [the Gamechanger Campus](#)

"Discover" = guides and informs about study trends, the application process, funding details and the cost of living in Bayreuth.

"Develop" = tips for a good start, including university offerings and opportunities.

"Demonstrate" = strategies for collaboration, career path, academic achievements, personal growth, and professional excellence.

The University of Bayreuth normally offers an orientation week and programs at the beginning of each semester. More information about this are to be found [here](#):

Please also consider the universities ['Good to know' guide for a successful start to your studies](#)

- BIGSAS E-learning course: [Information for BIGSAS Junior Fellows](#)
- [E-learning](#) course for Post Docs
- Useful Links for [employees of University of Bayreuth](#)

Enrolment as a (PHD) Student

Please be aware that while the enrolment as a PHD student is voluntary for EU citizens, or UBT employed doctoral students, you would have to do so coming from abroad with a scholarship or any sort of self-funding (in order to get a student visa for Germany).

The enrolment procedures, necessary documents and online platforms are described in detail in the following links:

[How to enrol as a Student](#) with the [Student Administration Office](#)

[How to enrol as a PHD Student](#) with the [S-A-O](#)



BE AWARE:

You will **need your original bachelor (and master) certificates** for your enrolment as a student! So don't forget to bring those with you to Bayreuth.

First time enrolment and renewal of enrolment:

- You have to pay a [semester fee](#) before/during enrolment
- You must re-enroll in time for each semester if you intend to continue being a student. You can find current information about the [re-enrolment](#) process in the link.

Understanding Your Student/Campus Card (ID)

All new students receive their student ID card from the administration office after enrolment. You will need it for public transportation, library use, user identification for all [UBT portals](#), as well as a money card for payments ([Mensa / Canteen](#), [Cafeterias](#), [University Shop](#), printing, etc.). General information about your [UBT Student/Campus Card](#) can be found on the university website.

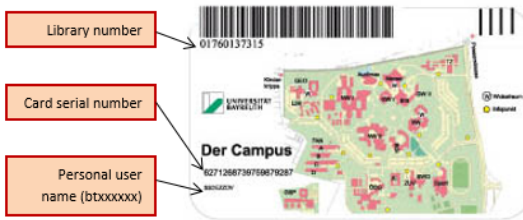
Front Side:





The area at the bottom of the front side is rewritable. You will have to validate your student card after reception. **For each semester you have to renew the validation after paying the semester fees, so that the expiration date is always up to date.** You also have to validate the card if you have booked [university sports](#) for one semester. Terminals for validation are in the ZUV building (next to the Student Administration Office) and in the foyer of the main library.

Back Side:



In case of loss or theft of your card → Sent a block-request to chipkarte@uvw.uni-bayreuth.de

Loss of card → You have to cover the costs of 30€

Validation of your Student/Campus Card

- **Where?** Terminals in ZUV & foyer of the main library
- **When?** Every semester after paying the fees

Re-charging of your Student/Campus Card

- On Campus @ the terminals in the Mensa/Cafeterias
- Per "Autoload" - Please ask one of the cashiers in the Mensa for this option, they will give you the instructions and you log in, so you can set up your card to automatically recharge via direct debit payment.





The difference between bt-accounts

As a (doctoral) student you normally get the above mentioned regular student account. In case of employment at the University of Bayreuth, you will receive a Campus Card from your employer (Campus Card für Bedienstete). There is also another very similar, card called Campus Card für Nichtbedienstete, for people (like Fellows) just coming to Bayreuth for a research project.

Student bt-account	Employee bt-account
<i>Studierendenausweis</i>	Campus Card
Username usually starts with bt71xxxx	Username usually starts with bt30xxxx
Card is valid for the semester the student has enrolled for and therefore has to be validated at the beginning of every semester (after successful <i>Rückmeldung</i>).	Card is valid for a specific period of time. For first-time-users usually for three years. Requests for prolongation can be sent to BIGSAS. The Campus Cards for employees are valid until the end of the contract.
Recommended for use at mensa/cafeteria (reduced prices for students).	Regular prices for lunch.
Regular loan period of six weeks at the library.	Recommended for use at library (extended loan period of up to six months).
Recommended use for public transport (semester ticket).	Cannot be used for public transport.

Recommendation:

In case you have multiple accounts (as an enrolled PhD student and employee for example) it is recommended to set an automatic forwarding for one/your favorite of the email accounts, so you never miss an important email from the university





Useful Campus Institutions and Units

What's here to do at the campus?

[Student Administration Office](#)

[Main Library & Departmental Libraries](#)

- Library [Introductions](#)
- Library [Video Tutorials](#)
- Library [Catalogue](#)

[ITS Service Center](#)

- Deals with UBT services, technique, and accesses
- [ITS Helpdesk and Support](#)
- Overview about all ITS [Hard and Software Services](#) (including Teams, [Panopto](#), [Skype](#) and many others)

[Food and Drinks on Campus](#) 🍷 🍷

- [Mensa/Main Canteen](#)
- [Cafeteria](#) and [Coffe Bars](#)
- [Frischeraum](#)
- RW Café ([Crazy Sheep](#))

[Copy and Print](#)

- You can print on campus using your [campus card](#) (make sure that your card is topped up with some money)
- There are two possibilities to print or scan your documents:
 - You can print your document directly at the printing station by using an USB stick.





- You can use the computers at the PC pools to send your document to any printing station on campus. Use your card to pick up your document ([FollowMe-Printing](#)).
- The printing stations are also usable as scanners. You can find the manual at every device. Scanning is free of charge.
- The [University Printing Service](#) offers printing of flyers, posters and theses. Find it at ZUV building, level 0 (druckerei.uni-bayreuth.de)

[University of Bayreuth Graduate School \(UBTGS\)](#)

- Open to all doctoral candidates at the UBT
- Support and service institution for general aspects of doctoral training (including interdisciplinary workshops, a qualification programme and funding opportunities)

[Diversity Service Centre](#)

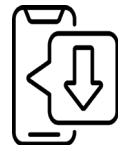
[Gender Equality Service Centre](#)

[RadBox](#)

- Bicycle repair place (Self repair and tools to use for free)

App that make your life @campus easier =

- UBT [UniNow](#) App: For [Apple](#), [Android](#)
 - The University of Bayreuth uses its own app to bundle information in one place so that it can communicate in a particularly targeted and needs-oriented way.





Tools, Portals and Services of the UBT

Email Account

- Every student/researcher/employee has an email account named username@uni-bayreuth.de. You can check it via mail.myubt.de (Please enter your user ID in the following form: User-ID@myubt.de (btxxxxx@myubt.de) and your password). The account is valid as long as you are enrolled at the university and for six months after leaving it.

CAMPUSonline

- Campusonline is the campus management system of the University of Bayreuth. Here you can for example create or change your ID password (also possible via portal.its.uni-bayreuth.de). You can **change your address of residence** or you can print out your **certificate of enrollment (Immatrikulationsbescheinigung)**

CM-Life

- App / Platform for everything course related at the University - Manage your study with cmlife!

E-Learning Platform

- Learning management platform and information tool for classes, courses and other relevant university content
- How to register for courses: [E-learning & CM Life](#)

MyFiles

- University alternative to Dropbox where the data is stored securely on the university file servers – including a backup
- **Internet Access on Campus** via [Eduroam](#)
- **Outside Access to the University Server** Via [VPN and Proxy](#)
- Computer rooms ([PC-pools](#)) on Campus for you to use





Training Possibilities at the University

PULS Study Support – Study Skills and Study Quality

- PULS Study Support offers guidance and support in teaching and learning. Their advisory service and varied programme of events guide you through your studies contributing and towards your academic success.

Writing Center

- The Writing Center supports all (PhD) students with everything concerning academic writing including [Consultations](#), [Workshops](#), and [Events](#).

Language Center

- The Language Center is the central point of contact when it comes to foreign language learning (including German). They offer [Courses](#), [Placement Tests and Certificates](#) and a [Language Lounge](#).

Coaching Programm for Women

WiN Academy

- The Junior Scholar Office (WiN-UBT) accompanies all junior career levels, from doctoral candidates up to tenure track professors in the WiN Academy ([Qualification Programme](#), [Workshops and Events](#), [Funding Support](#), etc.)

Center for Teaching and Learning (ZHL)

- The ZHL functions as the University of Bayreuth's service point for each and every teaching matter. The goal is to guide and support teachers, and to optimise the teaching as well as the students' learning outcomes.



LIVING IN BAYREUTH

- ❑ Be aware of our [HOLIDAYS](#) and [OPENING HOURS](#)
- ❑ Understand what [RECYCLING](#), [BOTTLE DEPOSIT](#) and the [MANDATORY TV FEE](#) means and how it works
- ❑ Know about Bayreuth's [SHOPPING OPPORTUNITIES](#) and discover our [MAP](#) (including culture and sightseen)
- ❑ Experience our [SIGHTSEEN HIGHLIGHTS](#), [LEISURE OPPORTUNITIES](#), [CULTURAL INSTITUTIONS](#) and [SPORT](#)
- ❑ [SOCIALIZE](#) within the city



Region Bayreuth

[INTEGRATE App for the Region](#)



Welcome to Bayreuth and first information



Learning German



Asylum Procedure



Education and Work



Children, Youth and Family



Health



Everyday Life



Leisure Time, Culture and Sports





Public Holidays in Germany

Overview of Public Holidays in Germany / Bavaria

General Blue

2024

Germany

January						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

February						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

March						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

April						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

May						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

June						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

October						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

November						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

December						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

2024 Holidays for Germany

- Jan 1 New Year's Day
- Feb 8 Women's Carnival Day
- Feb 12 Shrove Monday
- Feb 13 Shrove Tuesday
- Feb 14 Valentine's Day, Ash Wednesday
- Mar 28 Maundy Thursday
- Mar 29 Good Friday
- Mar 31 Easter Sunday
- Apr 1 Easter Monday
- May 1 Labour Day

- May 9 Ascension Day
- May 12 Mother's Day
- May 19 Pentecost
- May 20 Whit Monday
- Oct 3 National Holiday
- Nov 1 All Saints' Day
- Nov 2 All Souls' Day
- Nov 11 Saint Martin
- Nov 17 Memorial Day
- Nov 20 Day of Prayer and Repentance

- Nov 24 Totensonntag
- Dec 1 1. Advent
- Dec 8 2. Advent
- Dec 15 3. Advent
- Dec 22 4. Advent
- Dec 24 Christmas Eve
- Dec 25 Christmas Day
- Dec 26 Boxing Day
- Dec 31 New Year's Eve

With exception of some gas or train stations and airports every shop is closed on public holidays!

Restaurants, cafes and bars are usually open though

Opening Hours and Rest Times in Germany

Germany has certain **noise level regulations (Ruhezeit)** in place (Normally between 10PM and 6AM and on weekends and holidays). Nearly everything you need to know about Ruhezeit in Germany can be found in this [BLOG](#).

Supermarkets and other stores in Bavaria are **closed after 8, on Sundays & public holidays**. Their normal opening times are around 07:00 – 20:00 for supermarkets and 09:00 – 19:00 for normal shops.



Recycling in Germany

Germany is really keen on recycling and sustainability. Please have a look at the general Information about [Recycling in Germany](#), as well as in the table below for more information about what to do with your garbage here.



Brown Bin	Black Bin	Yellow Bags	Blue Bin
<ul style="list-style-type: none"> • Bio Waste • Compostable kitchen and garden waste (e.g. coffee and tea dregs, fruit and vegetables remains, eggshells, leaves) 	<ul style="list-style-type: none"> • Residual waste or household waste • Waste that cannot be recycled (for example, porcelain, hygiene articles, dirty packaging) 	<ul style="list-style-type: none"> • Light-weight packaging, i.e. all packaging which are not made of glass or paper (for example aluminium foil, plastic bags, tins, yoghurt cups & coffee packs) 	<ul style="list-style-type: none"> • Paper waste and cardboard • (for example, paper bags, newspapers, catalogues, writing paper, cartons, cigarette packs)

Bottle Deposit System in Germany



Do not just throw away your water/lemonade/beer bottles after use, as this might lose you a tiny fortune.

How does [Pfand](#) (bottle deposit) work in Germany?



If you see **this sign** on a plastic bottle, it is refundable and you get a deposit back!



While you normally can bring it back to any store which has a returning deposit machine (Leergutautomat) which is usually every supermarket & drinks market, there are some exceptions for certain brands in certain machines.

Mandatory TV License Fee

The licence fee ([Rundfunkbeitrag](#)) is a legally prescribed contribution for citizens, companies and institutions as well as for public interest bodies. The contribution serves to finance public broadcasting service based on a contributory model.

Please do NOT ignore the letter you receive from *Beitragservice!* If you have any questions, feel free to ask the [Welcome Services](#).



For private households, the current fee is 18.36 euros per month. This means that each household, and NOT each individual person, must pay this fee!

Finance Tips and Tricks

- [Living costs in Germany](#)
- [How to save money](#) in Germany
- Energy Saving [Guide 1](#) and [Guide 2](#)

System of social insurances in Germany

- [Sozialversicherung](#)
- [Pension](#)





Shopping Opportunities and Recommendations

Please also consider our **Interactive Map of Bayreuth** [HERE](#) with some shop recommendations (Please be aware, that the map is a work in progress and specific shop locations, opening times, costs and services might change over time as well).

Supermarkets and other stores in Bavaria are closed after 8, on Sundays & public holidays. Their normal opening times are around 07:00/08:00 – 20:00 for supermarkets and other food shops as well as drug stores and around 09:00 – 19:00 for normal shops (clothes, household items etc.).

Shopping-Centers

Bayreuth has a big shopping center – the [Rotmain-Center](#) - (Open Mon-Sat, 10:00-19:00) where you can get almost everything. Another big store carrying clothes, shoes, household items and sweets from different brands would be [Karstadt/Galeria](#)

Food Shopping

There are a variety of supermarkets in and around Bayreuth. The cheaper ones are [Netto](#), [Norma](#), [Aldi Süd](#) and [Lidl](#). The more expensive ones [Rewe](#), [Nahkauf](#), [Edeka](#) and [Kaufland](#).

Apart from the regular supermarkets, are there also a couple of Asian, Turkish and Arabic shops around: [DAMY Asia](#), [Asia Markt Neue Welt](#), [Mevlana Markt Bayreuth](#), Südost Asien, Jasmin Markt und Imbiss – Bayreuth and Diyari Lebensmittelmarkt.

Twice a week there is also a [weekly farmers market](#) (Wed. & Sat.) outside at Maximiliansstraße.





Clothes and Shoe Shopping

Some of the more cheaper shops to find clothes in are: [Woolworth](#), [NKD](#), [H&M](#), and [C&A](#), but Bayreuth has many to cater to a shoppers heart. Some of the cheaper shoe shops would be [Deichmann](#), [Siemens Schuh Center](#) and [Schuh Mücke](#).

Household Items / Supplies

In case that you need some household items and supplies it makes sense to have a look at [Action](#), [Woolworth](#), [Tedi](#), [Tedox](#), [MÄC Geiz](#) [NKD](#), and the [EURO Shop](#).

Furniture

In case that you need some furniture for your new home, try [Regenbogen e.V.](#), [Ebay Kleinanzeigen](#) or [Tedox](#) before going to the big furniture stores [ROLLER](#), [SB Möbel Boss](#) or [Philipp](#).

Drug Stores

Good shop to buy your everyday cleaning supplies as well as your hair and body and personal hygiene products, kitchen and bathroom supplies, make-up and some organic food are [DM](#), [Rossmann](#) or [Müller](#).

Technic

In case you are I need of some new technical devises you can try [EURONIX XXL](#) or [Media Markt](#) for an in person buy, or obviously any of the multiple online stores and platforms.





Bayreuth Highlights and Sightseen

[Discover Bavaria's Museums](#)

[Places of Interest in Bayreuth](#)

[Bayreuth Tourism](#)

- [Margravian Opera House: World Heritage & Museum](#)
- [Festival Opera House](#) (Richard Wagner)
- [New Palace](#)
- [Hermitage Old Palace](#) and [Hermitage Court Garden](#)
- [Wilhelminenaue Park Area](#)
- [Bayreuth Court Garden](#)
- [Fantaisie Palace Park](#) (Eckersdorf/Donndorf)
- [Röhrensee](#) (Park and Zoo)

- [Urwelt Museum](#)
- [Haus Wahnfried](#)





Cultural Institutions in Bayreuth

[Glashaus](#)

Culture on campus

[Iwalewahaus](#)

Culture, Art, Exhibitions and Events (African Focus)

[Neuneinhalb](#)

Art and Cultural House

[Studiobühne](#)

Theatre for everyone (professional and amateur actors and crew)

[Ecological-Botanical Garden \(ÖBG\)](#)

The ÖBG provides a unique botanical journey around the world and offers special events, exhibitions and guided tours

[Transition Haus](#)

Facilitates intercultural and cross-generational encounters between different social milieus with a variety of different activities

[Das Zentrum](#)

International Youth Culture Centre and event location



Leisure Activities, Nightlife and Events in Bayreuth

Apart from a variety of restaurants and cafes the Bayreuth nightlife also has a couple of Bars and Clubs to visit at the evening like [Heimathafen](#), [Dubliner Irish Pub](#), [Krafraum](#), [Rosa Rosa](#), [Bottles](#), [Liebesbier](#), [Kanapee](#), [Waikiki](#), [Bar am Kirchplatz](#), [Frisco](#), [Mia](#) and many more.





Events in Bayreuth

- [The Event Portal for the Region of Bayreuth](#)
- [Events in Bayreuth](#)
- [Bayreuth 4 You](#)
- [Bayreuth Tourism Office](#)
- [Important Dates Africa Multiple Cluster](#)
- [Event Calender University of Bayreuth](#)

What's going on in Bayreuth?



There are also some re-occurring city and [music festivals](#), [thematic markets](#) and [events](#) in the city ranging from carnival parades, folk festivals, wine fests, and nightly cultural events, late night shopping, Richard Wagner Opera and musical open airs to the African festival.

Sport and Excursions

- UBT Sport [Program](#)
- [Clubs](#): Climbing, hiking, biking, swimming, soccer, Martial arts, self-defence etc.
- [Bike Tours](#)
- Swimming:
 - Winter & all year: [Stadtbad Bayreuth](#)
 - Summer: [Kreuzsteinbad](#)



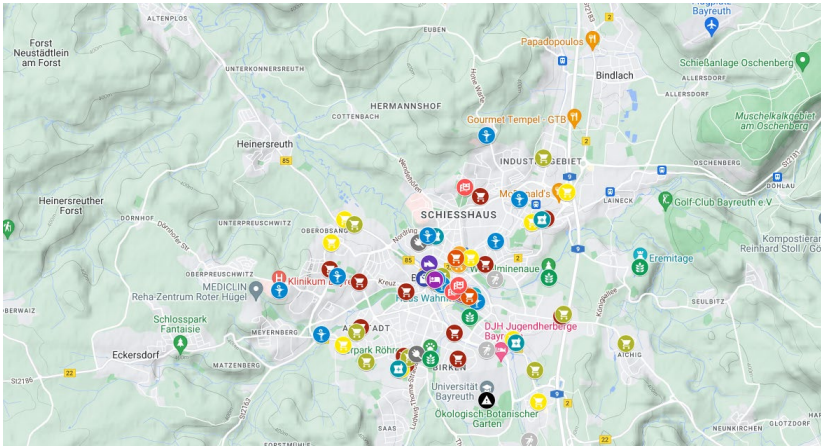
There are many [Palaces, Castles, Fortresses, Residences](#) as well as [Court Gardens, Palace Parks, and Landscape Gardens](#) in the area and in Bavaria in general.

It is also quite a climbing paradise around the area, as well as a good spot for hiking and biking ([city](#) and countryside). [Komoot](#) has a good guide for tours (and is a nice outdoor app in general!) and so does [AllTrails](#) and [Outdooractive](#).



Interactive Map of Bayreuth

Screenshot of the work in progress interactive map including this chapter's information, which we are happy to expand further in the future (available under: [LINK](#))



Socializing, Network & Get Together Opportunities

There is no need to feel lonely around here. Apart from all your peers and colleagues from university there are various [organisations and associations](#) at University (political, economic, religious, music & art) that you can join.

The [Erasmus Student Network in Bayreuth](#) (ESN) support the integration of international students, and organise a wide range of events, parties, and trips in collaboration with the [International Office](#), and the [International Club](#) have regular activities and events as well.

The University of Bayreuth Graduate School Representatives (Reps) can be contacted via [E-Mail](#) or [Instagram](#) and they have a WhatsApp group with current information on meetings and events (You can get the link upon request).



SETTLING IN BAYREUTH WITH A FAMILY

- ❑ Bring your [FAMILY and CHILDREN](#) to Bayreuth
- ❑ Utilize [CHILD BENEFIT](#) and [CHILD CARE OPPORTUNITIES](#) while [STUDYING WITH CHILDREN](#)
- ❑ Find a [KINDERGARTEN and SCHOOL](#)



Family Reunion

In case you want to bring or re-unite with your family in Bayreuth there are a couple of things to consider:



- Your child/children need a visa as well (it costs 37,50€)
- The application takes at least 6 weeks
- The first visa is usually valid for 3 months, then you need an appointment at the Foreign Office ([Ausländeramt](#) – see also chapter [Update Your Residence Permit](#))
- **Needed documents depend on your home country, so please check your embassies**

Child Benefit Opportunities

If you are in possession of a valid settlement permit for Germany and are coming with your child/children to Bayreuth, or become a parent while you are here, you can apply for child benefit via the Family Benefits Office (Familienkasse).





Please also consider the [Child Benefits Leaflet](#), the [Application for Child Benefit](#) and the [Arbeitsagentur Website](#) for more information on this topic.

Child Care Opportunities

If your child is a little bit older, you can register it [here](#) for a childcare place in a nursery (KiTa/Kindergarten) or pre-school (Vorschule)



- offers from the [city](#)
- offers from the [Diakonie](#)
- offers from the [university](#)

You can also use the [Little Bird](#) service for parents to find a KiTa place in Bayreuth.

Please be aware that access to the kindergarten is not guaranteed in Bayreuth, as unfortunately, the kindergarten network in Bayreuth is far over capacity.

When your child/children are old enough for primary schools finding a spot becomes easier, as compulsory schooling applies if children of school age will be in Germany for at least three months:

- Public primary schools: [list](#)
- Private [international](#) primary school (includes fees)

According to the German Law children aged 6-15 are required to attend school

Be aware, that not all schools will be able to attend to everybody's language needs as there are very few school options with German language courses or international classes and no bilingual school options for children between 6 and 9 years.





Studying with Children

As a [Family Friendly university](#) the UBT has a couple of [nursing/changing rooms and childcare facilities](#) on and around the campus (See [campus map](#) (PDF) indicating child care facilities, lactation and diaper changing rooms (in German))

- Info's about [family-friendly-studying](#)
- Info's about [family-friendly-working](#)
- Parents-child working room (B9, room 4)
 - Booking via Mail: familiengerechte.hochschule@uni-bayreuth.de

WORKING IN BAYREUTH

- ❑ Find out the [CONDITIONS and REGULATIONS](#) to be able to work in Germany as a foreigner
- ❑ Get insides about the German [TAX SYSTEM](#)
- ❑ Working [INSIDE](#) and [OUTSIDE](#) of university



Work Regulations as a (International) Student

The [Make-It-In-Germany](#) Website by the Federal Government has a whole sub division focused on study and work in this country.

More information about the extent that you are allowed to work as a student, the social insurance contributions and tax system, as well as





other helpful links and information can for example be found at the [Deutsches Studierendenwerk](#) Website or at the [Study-In-Germany](#) Website from the Federal Ministry of Education and Research.

Tax System in Germany



To find out overall information about the rather detailed **Taxation System** and the **different tax classes** in Germany you can consult [research-in-germany.org](#), [Expatrio.com](#), [make-it-in-germany.com](#), [academics.com](#), [iamexpat.de](#) or [handbookgermany.de](#)

Key information:

- Everyone who is staying and working in Germany for a longer time, needs to pay taxes here.
- The [Tax ID in Germany](#) also known as [Identification Number](#) (steuerliche Identifikationsnummer) is an 11-digit number which is allocated to every individual who is liable for tax. You normally get this number automatically after registering in Germany.
- The system for electronic tax declaration in Germany is called ["Elster"](#)
- The [Income Tax Assistance Organisations Network \[German\]](#) (Bund der Lohnsteuerhilfevereine e. V.) has information about income tax assistance organizations near you. Many people in Germany use their advisory services instead of paying for a personal tax adviser.





Employment @ University of Bayreuth

Information about working at the University of Bayreuth as an employee can be found [HERE](#) as well as in the [INTRANET](#).

Some useful institutions and departments when working at UBT would be the following:

- [Human Resources](#)
- Staff advisory/ [Employee Council](#)
- [Counselling and Conflict Resolution](#) at the University of Bayreuth
- Occupational [medicine](#) & [Health Management Center](#)

Working as a Student

Common types of student' jobs in Germany are:

- Student Jobs at the university (ShK)
- Working student at a company (half study half work time)
- [Minijob](#)
- [Midijob](#)
- [Holiday Jobs](#)
- Self-employed/freelancer

It is advised to look specifically for what we would call a student or mini jobs in case you want to work next to your studies. You can find those for example at the [Job Search Engine](#) from the university or at their [Job Vacancy](#) page.

See also chapter [Work after Graduation](#) of this brochure for further links and information about working in Germany in general as well as a multitude of potential job searching websites.





HEALTH, PSYCHOLOGICAL WELLBEING & LEGAL RIGHTS

- ❑ Know what to do in [EMERGENCY](#) situations
- ❑ Know who to [CONTACT](#) if you need help
- ❑ Find information about [DOCTORS and HOSPITALS](#) as well as [PHARMACIES](#)
- ❑ Find the help you need regarding [PSYCHOLOGICAL HELP and COACHING](#), [INSTITUTIONAL SERVICES](#) and [LEGAL INCIDENTS](#)



Emergency Situation



110 Medical Emergency
112 Police



[Guideline: when should i call the police](#)





Emergency Helplines

Institution	Phone Number
Crisis help Oberfranken	0800 655 3000
Pastoral care	0800 1110111 or 0800 1110222
Helpline violence against women	08000 116 016
Helpline sexual abuse	0800 2255530
Helpline pregnant women	0800 4040020
Muslim Helpline	030 443509821 (tuesdays in turkish, other languages upon request)
LGBT+ Helpline	0800 133133

Doctors / Hospitals

The [Klinikum Bayreuth](#) (hospital) has a couple of treatment specific facilities all over Bayreuth (depending on the issue). **If you are NOT an emergency case, it is advised to look their speciality up before going there.**



In case of acute medical or fire-related emergency call 122 or go to the [Emergency Room](#) at this [adress](#)

- [Hospital guide](#) Germany
- What to know about [hospitals?](#)
- What is an [Emergency?](#)





For minor, non-urgent accidents or incidents you should go to a doctor or the [Emergency Medical Service](#)

For all other health related issues and checkups is here a list of all doctors in and around Bayreuth (listed by exact profession and languages they speak): [Doctor's practices in Bayreuth](#)

Pharmacies

The pharmacies in and around Bayreuth can be found on this [map](#), for emergency pharmacies, during night times or at the weekend for example, click [here](#) (they change daily)

Psychological Help and Coaching Opportunities

- [Searchtool](#) for Psychotherapists in Germany
- Psychological counselling from the [Studentenwerk](#)
- Help from the [Diakonie Bayreuth](#) (information only in German)
- [Overview where to find help](#) in general
- [Addiction Prevention](#)
- [Support Groups](#) in BT

Institutional Services and Grievance Structures

- [Consulting & Service Offers](#) at the University of Bayreuth
- [Advising & Service Offers for Students](#)
- [Counselling and Conflict Resolution](#) at the University of Bayreuth
- [Equal Opportunities & Diversity for Students](#)
- [Equal Opportunities & Diversity for Staff](#)
- (See also [Diversity Service Centre](#), [Gender Equality Service Centre and Anti-Discrimination](#) at UBT)





Legal Incidences (General/Race/Gender/Disability)

Experienced racism? - You can get general (free) [legal support here](#)

What to do in detail:

- ❑ **Document the Incident** → Keep a detailed record of the discriminatory incident, including dates, times, locations, and the people involved. Note any witnesses, if present.
- ❑ **Seek Support** → Talk to friends, family, or colleagues about your experience to gain emotional support and advice.
- ❑ **Contact Anti-Discrimination Organizations** → Germany has organizations and agencies that can provide guidance and support in cases of discrimination, for example:
 - The [Federal Anti-Discrimination Agency](#) (Antidiskriminierungsstelle des Bundes): They offer information and assistance regarding discrimination based on race, ethnicity, gender, religion, and more.
 - Legal assessment in case of discrimination and sexual harassment - Hotline: 030 185551855
- ❑ **File a Complaint** → Depending on the type of discrimination, you can consider filing a formal complaint with relevant authorities or organizations. For instance:
 - If it's workplace discrimination, contact the Equal Opportunities Officer at your workplace or the Federal Anti-Discrimination Agency: <https://www.uni-bayreuth.de/en/diversity>





❑ **Legal Action** → In some cases, you may want to consult with a lawyer to explore legal options. Discrimination in Germany is prohibited by law, and you can take legal action against perpetrators:

- [JURISTICUM](#) Bayreuth
- [Lowack & Angerer](#)

❑ **Contact the Police** → If you experience discrimination that involves hate speech, threats, or physical violence, consider contacting the local police to report the incident.

- Bavarian Police Headquarters (Polizeipräsidium Oberfranken): Address: Ludwigstraße 25, 95444 Bayreuth, Germany. Phone: 0921 5060

You can contact the Bavarian Police Headquarters in Bayreuth, and they should be able to provide you with the specific contact details for the Bayreuth Criminal Police or direct you to the appropriate department for your inquiry. Keep in mind that for emergencies or immediate assistance, you should dial the emergency number "110" within Germany.

❑ **Know Your Rights** → Familiarize yourself with your rights under German law. Germany has strong anti-discrimination laws that protect individuals from discrimination based on race, gender, religion, disability, and other factors.

In Germany, antidiscrimination laws and regulations are primarily addressed in several key documents and legal frameworks. An overview can be found on the following tables:



<u>General Equal Treatment Act</u>	<u>Racial Equality Directive</u>	<u>Gender Equality Act</u>	<u>German Basic Law</u>
<p>The AGG is a central piece of antidiscrimination legislation in Germany. It prohibits discrimination based on race, ethnic origin, gender, religion or belief, disability, age, and sexual orientation in various areas, including employment, education, and access to goods and services.</p>	<p>As a member of the European Union, Germany is subject to EU directives. This directive prohibits discrimination on the grounds of racial or ethnic origin and requires EU member states, including Germany, to implement measures to combat discrimination.</p>	<p>This law addresses issues related to gender equality and the prevention of gender-based discrimination. It promotes equal opportunities for women and men in various areas, including employment.</p> <p><u>Guide to the General Equal Treatment Act (PDF)</u></p>	<p>The German Basic Law serves as the country's constitution and contains fundamental principles of equality and nondiscrimination. Articles 3 and 5 of the Basic Law explicitly address issues related to equal treatment, freedom of expression, and protection against discrimination.</p>

<u>UN Convention on the Rights of Persons with Disabilities</u>	<u>National Action Plan Against Racism</u>	<u>State and Local Laws</u>
<p>Germany is a signatory to this international treaty, which promotes the rights and inclusion of persons with disabilities. The convention includes provisions aimed at preventing discrimination against individuals with disabilities in all areas of life</p> <p><u>Optional Protocol (PDF)</u></p>	<p>This government initiative outlines strategies and measures to combat racism and promote diversity in Germany. It addresses various forms of discrimination, including racial and ethnic discrimination.</p> <p><u>German National Action Plan Against Racism (PDF)</u></p>	<p>Antidiscrimination laws can also vary by state (Bundesland) in Germany. Some states may have additional regulations and initiatives related to antidiscrimination and equal treatment.</p>





- ❑ **Speak to a Consultant:**
 - If you're emotionally affected by discrimination, consider seeking the support of a consultant or therapist to help you cope with the emotional impact.

Remember that the specific steps you take may vary depending on the type and severity of discrimination you experience. It's essential to seek guidance from relevant organizations or legal professionals to ensure that your rights are protected and that appropriate action is taken against discrimination in Germany.

GRADUATING & MOVING ON

- ❑ [FINALIZE](#) your stay and [GRADUATION](#) at the University of Bayreuth
- ❑ Step into [WORK](#) as an [ALUMNI](#) and [MOVE](#)



GRADUATION PROGRESS

At some point the time will arrive where your stay in Bayreuth is coming to an end. In order to successfully manage this stage are here some useful hints and information.





Finalizing Your Studies / Research

As a student you normally finalizing your academic degree with some form of a thesis, may it be a bachelor, master or PhD thesis. As the specific regulations to write and hand in said thesis as well as the to dos along the way vary greatly depending on your specific study program please have a look at your respective study program regulation and ask your program coordinator about the requirements necessary for you to successfully finish your study.

The [Writing Center](#) of the university might be helpful in all academic writing questions and formatting endeavors.

After Graduation / Your Time at UBT

Once you are done with your UBT work or study time, it is time to move forward and look for a job.

As a student: with the proof that you have successfully defended your thesis or of course your actual certificate you can change your visa to a [Job-Searching-Visa](#) (“Job-Seeker-Visa” or “Visum zur Arbeitsplatzsuche für Fachkräfte”) and look for a suitable job in your field.

As a former employee: You have to [Register for Unemployment](#) at the [Bundesagentur für Arbeit](#) three months prior to the end of your employment / your contract in order to receive financial services. You can either do it online, call this number: 0911 1203 1010 (without phone charges) or go directly to the [local employment agencies](#).

Alumni Network & Services

The University of Bayreuth has a couple of [Alumni Associations](#) which are also described in detail in this [PDF](#) that might be useful and of help in your time after the UBT and for networking opportunities.





WORK LIFE AS AN ALUMNI

Work after Graduation

Please find in the following a couple of useful links for your time after the UBT:

- [Career service and company contacts \(UBT\)](#)

Courses about Working and Living in Germany

- [Goethe Institut](#)
- [Events](#) by How to make it in Germany
- [Events](#) & Workshops by UBT career services

How to find an Academic Job After your Study/PhD?

- [Ministry of Research](#)
- [Academic Jobs](#) at University of Bayreuth (Professor)
- [UBT Job Portal](#) (including external jobs)
- [Academics.de](#)
- [Wissenschaftskarriere.duz.de](#)

General Job Offers Search Websites/Platforms:

- [Indeed.com](#)
- [Stepstone.de](#)
- [Monster.de](#)
- [Kimeta.de](#)
- [Bund.de](#)
- [Arbeitsagentur.de](#)
- [Zeit.de](#)



- [Greenjobs.de](https://www.greenjobs.de)
- [Stellenanzeigen.de](https://www.stellenanzeigen.de)
- [jobware.de](https://www.jobware.de)
- [jobvector.de](https://www.jobvector.de)
- [wilabonn.de](https://www.wilabonn.de)
- [fazjob.net](https://www.fazjob.net)
- [hsozkult.de](https://www.hsozkult.de)
- [stellenmarkt.sueddeutsche.de](https://www.stellenmarkt.sueddeutsche.de)
- [nachhaltigejobs.de](https://www.nachhaltigejobs.de)
- [stellenmarkt-umweltschutz.de](https://www.stellenmarkt-umweltschutz.de)

Or you can also try your luck with the platforms [LinkedIn](#) or [Xing](#).

Moving Out of Bayreuth

If you move to another city within Germany, you just need to register your new living address there, they will de-register you from your old living address by themselves.

BUT, if you are not only moving out of Bayreuth but Germany as a whole, there are some things to consider:

- [Leaving Germany \[Your 11-Step To-Do List\] \(Website\)](#)
- [De-Registration at the University](#)
- [De-registration at the City-Hall](#) (make an appointment [here](#))
 - If you registered with the city and leave Bayreuth at the end of your stay, you will need to deregister within two weeks of your departure date.

