

# Willkommen - Orientierungshilfe für internationale Studierende

## Welcome - Guide for International Students

Albert-Ludwigs-Universität Freiburg

UNI  
FREIBURG



# English Version

# Rector's Greeting

Dear international students,

On behalf of the Albert-Ludwig-University Freiburg, I would like to extend a warm welcome!

We are delighted that you have chosen Freiburg for your studies. Whether you are here for a semester or will be completing your degree here, international students and exchanges are essential to our university.



I hope that you will feel comfortable in our university community – you have joined over 4,000 international students from around 126 countries who have chosen to study in Freiburg. Freiburg is a wonderful university town; in addition to its rich cultural history, the city is ideally situated at the edge of the Black Forest, and France and Switzerland are a short train ride away. We hope that in addition to the studying at the university that you take advantage of all that Freiburg and its surroundings have to offer.

This welcome guide has been designed as a resource to help you get your bearings at the University and in the city. In addition, please feel free to contact our staff at the International Office or your lecturers, if you have any further questions. We hope that you are already off to a great start; good luck with your studies!

A handwritten signature in black ink, reading "H. J. Schiewer". The signature is written in a cursive, flowing style.

Prof. Dr. Dr. h.c. Hans-Jochen Schiewer  
Rector

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# What Dates Should I Remember?

## Semester Dates in Winter Term 2019/2020

### Official enrollment for international students

|                |                   |
|----------------|-------------------|
| Monday         | 23 September 2019 |
| until Thursday | 17 October 2019   |

### Arrival Days for Exchange Students of the “University of Freiburg Global Exchange”

|           |                   |
|-----------|-------------------|
| Monday    | 02 September 2019 |
| Tuesday   | 01 October 2019   |
| Wednesday | 02 October 2019   |

### Welcome Days for newly matriculated international students

|        |                 |
|--------|-----------------|
| Friday | 11 October 2019 |
| Monday | 14 October 2019 |

### Teaching period begins

|        |                 |
|--------|-----------------|
| Monday | 21 October 2019 |
|--------|-----------------|

### Teaching period ends

|          |                  |
|----------|------------------|
| Saturday | 15 February 2020 |
|----------|------------------|

### Reformation Day

|          |                 |
|----------|-----------------|
| Thursday | 31 October 2019 |
|----------|-----------------|

### All Saints' Day

|        |                  |
|--------|------------------|
| Friday | 01 November 2019 |
|--------|------------------|

### Christmas break

|        |                  |
|--------|------------------|
| Monday | 23 December 2019 |
| Monday | 06 January 2020  |

## Semester Dates in Summer Term 2020

### Official enrollment for international students

|                |               |
|----------------|---------------|
| Monday         | 30 March 2020 |
| until Thursday | 18 April 2020 |

### Arrival Days for Exchange Students of the "University of Freiburg Global Exchange"

|           |               |
|-----------|---------------|
| Monday    | 04 March 2020 |
| Tuesday   | 01 April 2020 |
| Wednesday | 02 April 2020 |

### Welcome Days for newly matriculated international students

|           |               |
|-----------|---------------|
| Wednesday | 15 April 2020 |
| Friday    | 17 April 2020 |

### Teaching period begins

|           |               |
|-----------|---------------|
| Mondayday | 20 April 2020 |
|-----------|---------------|

### Teaching period ends

|          |              |
|----------|--------------|
| Saturday | 25 July 2020 |
|----------|--------------|

### First of May

|        |             |
|--------|-------------|
| Friday | 01 May 2020 |
|--------|-------------|

### Ascension

|          |             |
|----------|-------------|
| Thursday | 31 May 2020 |
|----------|-------------|

### Pentecost break

|                |                       |
|----------------|-----------------------|
| Monday         | 01 June 2020          |
| until Saturday | 06 June 2020          |
| Corpus Christi | Thursday 11 June 2020 |



# Who can help me?

## International Office – Büro für internationale Beziehungen

The main duties of the International Office are to:

- Maintain the international partnerships and contacts of the University of Freiburg;
- Supervise and support international students and scholars;
- Provide information regarding the options for studying abroad and to mediate for stays around the world;
- Advise and coordinate other institutions of the University in their international activities.

Location: The international Office is located in the Rektorat of the University of Freiburg at Fahnenbergplatz, ground floor. You can reach us with all the tram lines, stopping at Stadttheater, or with bus No. 27, stopping at Fahnenbergplatz.

### Contact

Homepage:

[www.international.uni-freiburg.de](http://www.international.uni-freiburg.de)

### Postal Address

International Office  
Albert-Ludwigs-Universität  
Fahnenbergplatz  
79085 Freiburg

### Visitor's Address

International Office  
Albert-Ludwigs-Universität  
Friedrichstraße 39  
79098 Freiburg

Your contacts at the International Office (from A to Z)

Katharina Aly  
Ground floor, room 00 029a  
E-mail: [katharina.aly@io.uni-freiburg.de](mailto:katharina.aly@io.uni-freiburg.de)

**Duties:**

- Management of the International Office

**Office hours:**

- On appointment via e-mail

Florence Dancoisne  
Ground floor, room 00 028  
Phone: +49 (0)761 203-9655  
E-mail: [florence.dancoisne@io.uni-freiburg.de](mailto:florence.dancoisne@io.uni-freiburg.de)

**Duties:**

- International Strategy
- Project “European Campus / Eucor”

**Office hours:**

- On appointment via e-mail

Anja Hausmann  
Ground floor, room 00 027  
Phone: +49 (0)761 203-8873  
E-mail: [anja.hausmann@io.uni-freiburg.de](mailto:anja.hausmann@io.uni-freiburg.de)

**Duties:**

- International Strategy

**Office hours:**

- On appointment via e-mail

Kathrin Jehle  
Ground floor, room 00 028c  
Phone: +49 (0)761 203-4330  
E-mail: [kathrin.jehle@io.uni-freiburg.de](mailto:kathrin.jehle@io.uni-freiburg.de)

**Duties:**

- International Strategy

**Office hours:**

- On appointment via e-mail

Mareen Kästner

Ground floor, room 00 026

Phone: +49 (0)761 203-5432

E-mail: *mareen.kaestner@io.uni-freiburg.de*

**Duties:**

Freiburg Global Exchange (Outgoing Students)

- Program Manager USA, Canada, Oxford

**Office hours:**

- On appointment via e-mail

Silvia Kühnle

Ground floor, room 00 010

Phone: +49 (0)761 203-4267

E-mail: *silvia.kuehnle@io.uni-freiburg.de*

**Duties:**

- Housing service

Christine Kutnar

**Student Service Center, Sedanstr. 6, room 02 023**

Phone: +49 (0)761 203-8804

E-mail: *christine.kutnar@io.uni-freiburg.de*

**Duties:**

- Study Abroad Advisor

**Office hours:**

- Tuesday: 1:30 p.m. – 3:30 p.m. appointment by mail
- Thursday: 9:00 a.m. – 11:30 a.m. without prior appointment

Dr. Jens Langer

Ground floor, room 00 026

Phone: +49 (0)761 203-4370

E-mail: *jens.langer@io.uni-freiburg.de*

**Duties:**

Freiburg Global Exchange (Outgoing Students)

- Program Manager Asia, Australia, New Zealand

**Office hours:**

- On appointment via e-mail

Susanne Obert

**Student Service Center, Sedanstr. 6, room 02 029**

Phone: +49 (0)761 203-9012

E-mail: *susanne.obert@io.uni-freiburg.de*

**Duties:**

- DAAD-PROMOS-Scholarships
- Baden-Württemberg-Scholarships

**Office hours:**

- During lecture periods: Monday, 11:00 am – 1:00 pm without prior appointment
- Semester breaks: by appointment via email

Luitgard Scheidler

Ground floor, room 00 029

Phone: +49 (0)761 203-4375

E-mail: *luitgard.scheidler@io.uni-freiburg.de*

**Duties:**

Financial affairs

- Financial help for international students
- Scholarship payments for exchange students
- Travelling allowance for Eucor students

**Office hours:**

- Tuesday: 9:30 a.m. – 11:30 a.m. and 1:30 p.m. – 3:30 p.m.
- As well as on appointment via e-mail

Annegret Schönherr

Ground floor, room 00 010

Phone: +49 (0)761 203-5431

E-mail: *welcome-service@io.uni-freiburg.de*

**Duties:**

- Welcome Service for international Guest Researchers

**Office hours:**

- On appointment via e-mail

Atavi Yenke

Ground floor, room 00 028a

Phone: +49 (0)761 203-9694

E-mail: *atavi.yenke@io.uni-freiburg.de*

**Duties:**

- Welcome Service for international Guest Researchers and Students
- Freiburg Global Exchange (Incoming Students)
- Supervision and support of international contact groups

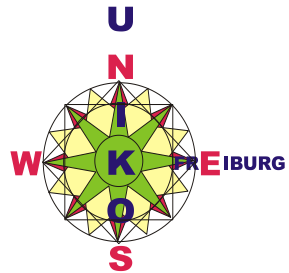
**Office hours:**

- Tuesday: 1:30 a.m. – 3:30 p.m.
- Thursday: 9 a.m. – 11:30 a.m.
- As well as on appointment via e-mail

## UNIKOS

No matter where you come from: We are already there!

UNIKOS is your home planet at the university cosmos Freiburg. We are a group of international students who are a part of the international office. As students, who, just like you, come from the most diverse countries, we are the right people to address all your questions and problems.



The UNIKOS-Team is there for you at the Welcome Days for newly enrolled international students as well as for your questions by email. We provide information, advice, organise cultural events, parties and international evenings in the MensaBar.

If you have any questions, you are welcome to contact us by email.

### **General Contact**

E-mail: [unikos@io.uni-freiburg.de](mailto:unikos@io.uni-freiburg.de)  
Albert-Ludwigs-Universität Freiburg  
International Office  
UNIKOS  
D-79085 Freiburg



**Julika Walter**

Dear international students,

welcome to the University of Freiburg!

My name is Julika, I've lived in Freiburg since 2013 and I study law. I still enjoy living here – I love the sun and the black forest just around the corner. As a uni town, Freiburg is really lively and there is always something going on for everyone.

During my studies I lived in Chile for a year. To live in a foreign country for a while and to meet and interchange ideas with people from different countries and cultures was exciting and enriching. There are, however, also always a few questions and problems to deal with. Where do I live? How do I register? Where and how will I meet new people? What kinds of activities does the university offer? Etc.

We would like to assist you with finding answers to all of these questions. So get in contact – we are happy to help!

**Contact:** *unikos@io.uni-freiburg.de*



**Tamara Brinkmann**

Hey everyone!

My name is Tamara Brinkmann and I'm more than happy to welcome you in the beautiful city of Freiburg, probably the sunniest city in Germany!

I have been living here for more than two years and study mathematics and geography to become a teacher. Before my studies I did a voluntary social year in Ecuador and during my studies I studied for one semester in Gothen-

burg in Sweden. Hence, I know what it means to be new to another country or another city. In the beginning you are quite nervous and excited about the upcoming time. At the same time you feel a little lost without friends or contact persons and are overwhelmed by new impressions, bureaucracy and all the documents you have to complete in another language.

To make your start in Freiburg easy I would like to help you and to show you how to find your way in city and university. No matter what's on, administrative assistance, search for an apartment, sports, parties or questions about everyday-life: you can always contact us! I hope to get to know you soon :)



## The volunteers from “Team International”

For students from certain countries or speakers of a particular language, contact persons are listed here, who are willing to help.

Our voluntary “team international” is made up people who for various reasons feel connected with the University of Freiburg. All of them study – or have studied – at the university and are happy to answer questions on study and life in Freiburg by email or telephone.

### Africa:

#### Dr. André Nguemning

##### Contact

Phone: +49 (0)178 4954 150

E-mail : [dr.nguemning@mac.com](mailto:dr.nguemning@mac.com)

### China:

#### Ms. Yin Lin

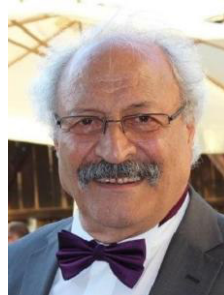
Should you have any questions about the organisation of your study, please don't hesitate to contact me.

##### Contact

E-mail: [lin@swfr.de](mailto:lin@swfr.de)

### Iran:

#### Dr. Mohammad Salavati



Dr. Salavati is initiator of the town twinning between Freiburg and Isfahan (Iran). He also socialised the universities of Isfahan with the University of Freiburg. By now strong partnership emerged, including several projects and exchange programs.

Dr. Salavati is contact person for university members, professors and students concerning the different exchange programs.

**Contact**

Dr. Mohammad Salavati

Phone: +49 (0) 173 8149 335

E-mail: [salavati@gmx.net](mailto:salavati@gmx.net)

**Russian speaking students:**

**Prof. Dr. Olga Keller**

**Kontakt**

Phone: +49 (0) 7071 856 610

E-mail: [dr.olga\\_keller@gmx.de](mailto:dr.olga_keller@gmx.de)

For information regarding the study at the University of Freiburg, you may write to:

[olga.keller@histsem.uni-tuebingen.de](mailto:olga.keller@histsem.uni-tuebingen.de)



**Hungarian speaking students:**

**Ms. Mária Krempels**

**Contact**

Phone: +49 (0)761 286 329

E-mail: [maria.krempels@t-online.de](mailto:maria.krempels@t-online.de)

## International Admissions and Services (IAS)

The International Admissions and Services (IAS) department – Service Center Studium are at hand to help you with the following matters:

- Advice regarding study possibilities at the University of Freiburg for international students
- Advice and guidance on decision-making
- Application and admission for international students
- Enrolment for international students
- Advice on course and degree program changes
- Authentication of certificates issued from the University for the purposes of an apostilles (Hague Convention)

Extensive information can be found via our website:

🖱 <http://www.ias.uni-freiburg.de>

### Contact

Student Service Center  
International Admissions and Services  
Sedanstr. 6  
E-mail: [international@service.uni-freiburg.de](mailto:international@service.uni-freiburg.de)

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## **Contact persons International Admissions and Services:**

### **Acting Director**

Dr. Susanne Duesterberg

### **Advising:**

Michaela Entner

Sedanstr. 6, room 01 018

*entner@service.uni-freiburg.de*, Phone: +49 (0)761 203-67368

Dr. Susanne Duesterberg

Sedanstr. 6, room 01 017

*duesterberg@service.uni-freiburg.de*, Phone: +49 (0)761 203-9093

### **International Student Administration:**

Sean Haworth

Sedanstr. 6, room 01 019

*haworth@service.uni-freiburg.de*, Phone: +49 (0)761 203-4242

Diana Stiegeler

Sedanstr. 6, Zimmer 01 019

*stiegeler@service.uni-freiburg.de*, Phone: +49 (0)761 203-4242

Nadia Stipsitz

Sedanstr. 6, room 01 020

*stipsitz@service.uni-freiburg.de*, Phone: +49 (0)761 203-4371

### **Admission Master Degree:**

N.N.

Sedanstr. 6, room 01 020

Phone: +49 (0)761 203-4271

### **Office hours International Student Administration:**

- Monday – Thursday: 9 a.m. to 12 noon
- Thursday: 2 p.m. to 4 p.m.

## Studierendenwerk Freiburg-Schwarzwald (SWFR)

### Student Services Freiburg

At the central information “Infoladen” and the attached advisory centre, students can get help for all of their questions. Whether it is just a general question or detailed advice on financing studies or child care, the people at the advisory centre are always ready to lend an ear and to give good advice or helpful information.



#### Contact

Studierendenwerk Freiburg, Schreiberstraße 12-16, 79098 Freiburg.

Opening hours: Mon-Fri 9:00 a.m. – 5:00 p.m.

Phone: + 49 (0)761 2101-200

E-mail: [info@swfr.de](mailto:info@swfr.de)

Welcome to Freiburg! In order to ease your transition here we have compiled helpful information about living and studying in Freiburg.

The following link will take you to the virtual info-package for international students on our website:

🔗 [www.swfr.de/en/international/info-package-for-international-students/info-package/](http://www.swfr.de/en/international/info-package-for-international-students/info-package/)

We hope you enjoy your time here, find success in your studies, and gain valuable experience.

🔗 [www.swfr.de/en](http://www.swfr.de/en)

🔗 [www.facebook.com/studierendenwerk.freiburg](https://www.facebook.com/studierendenwerk.freiburg)

🔗 [twitter.com/studentenwerkfr](https://twitter.com/studentenwerkfr)

🔗 [studierendenwerkfreiburg.wordpress.com](http://studierendenwerkfreiburg.wordpress.com)

🔗 [www.youtube.com/KanalSWFR](http://www.youtube.com/KanalSWFR)

🔗 [www.instagram.com/studierendenwerk\\_freiburg](https://www.instagram.com/studierendenwerk_freiburg)

## ADVICE & SOCIAL SERVICES

### Social counselling and Insurance

Whatever the problem may be, our social counsellor will find an answer to almost any social, personal or economic query. Our social counsellor knows the fine points of the social insurance system and can for example assist in the search for a *childcare placement*. She also knows the finer points of residence visas. Information regarding accidents, liability, theft *insurance*, unemployment benefits and social assistance can also be provided. She also assists *students with disabilities* or chronic diseases. In addition, she knows contact details of other counselling services and important authority contacts.

#### Contact

Barbara Toth and Nerea Ulrich, Room 002

Phone: +49 (0)761 2101-233

E-mail: [sozialberatung@swfr.de](mailto:sozialberatung@swfr.de)

Office hours:

Mon + Tues 9.00 – 12.00 a.m., Thurs 1.30 – 4.00 p.m., as well as appointments pre-arranged by telephone

### Legal advising

A lawyer can help you with potential legal issues with a free consultation. However, advice regarding business concerns, proceedings and documents is not available. In cases where additional advice is required, students will be referred to appropriate professional. If students think that they have a legal problem, we urge them to seek advice earlier rather than later before it gets expensive.

**Please note!** Students must present valid student identification from a university, which is covered by SWFR in order to receive legal advice.

#### Contact

Only at appointments pre-arranged by e-mail

E-mail: [rechtsberatung@swfr.de](mailto:rechtsberatung@swfr.de)

### **Psychotherapeutic advising**

Students who experience personal or study related problems should not feel left alone! Many students experience difficulties during their studies. Professional advice can help solve these problems. A short conversation can often help clarify a student's path.

Psychotherapeutic counselling offered by SWFR is the right place to turn for such advice, which is given through one-on-one appointments (45 min). Students must make an appointment for one-on-one counselling or turn up during open office hours once a week.

Counselling sessions are also available in English, French, Chinese and Slovenian. All sessions remain confidential.

The Psychotherapeutic Counselling Centre offers an extensive seminar programme. Topics include "Test Anxiety", "Rhetoric", "Stress Management", "Writer's block" or "Time Management".

### **Information & Registration for the seminars:**

*[www.swfr.de/en/events/seminars](http://www.swfr.de/en/events/seminars)*

#### **Contact**

Secretary: Rosa Meyer, Room 003

Phone: +49 (0)761 2101-269

E-mail: *[r.meyer@swfr.de](mailto:r.meyer@swfr.de)*

Appointments for one-on-one interviews (in person, by telephone or e-mail):

Mon - Fri 9.00am - 12.00pm

Open office (only short consultation (10 min.) – registration not necessary): Wed 1pm - 2pm

### **Child care / Crèches**

SWFR offers child day care in two day care centres and has document rights in the Kita "Wolkengarten", a university-based facility.

#### **Information and Registration**

Barbara Toth and Nerea Ulrich, Room 002

Phone: +49 (0)761 2101-233, E-mail: [sozialberatung@swfr.de](mailto:sozialberatung@swfr.de)

#### *Kita "Kleine Knöpfe"*

##### **Contact**

Volker Bisch, Kita Manager

Glacisweg 3, 79098 Freiburg

Phone: +49 (0)761 2101-560

E-mail: [bisch@swfr.de](mailto:bisch@swfr.de)

[www.swfr.de/en/social-services/studying-with-children/kita-kleine-knoepfe/](http://www.swfr.de/en/social-services/studying-with-children/kita-kleine-knoepfe/)

#### *Kita „Pustebblume“*

##### **Contact**

Katharina Egy, Kita Manager

Kunzenweg 17, 79117 Freiburg-Littenweiler

Phone: +49 (0)761 2101-561

E-mail: [pustebblume@swfr.de](mailto:pustebblume@swfr.de)

[www.swfr.de/en/social-services/studying-with-children/day-care/](http://www.swfr.de/en/social-services/studying-with-children/day-care/)

#### *Kita „Wolkengarten“ at Campus Flugplatz*

##### **Contact**

Georges-Köhler-Allee 73, 79110 Freiburg

Registration and Information:

Barbara Toth and Nerea Ulrich, Phone: +49 (0)761 2101-233

E-mail: [sozialberatung@swfr.de](mailto:sozialberatung@swfr.de)

[www.swfr.de/en/social-services/studying-with-children/kita-kleine-knoepfe/](http://www.swfr.de/en/social-services/studying-with-children/kita-kleine-knoepfe/)



## **MONEY & FINANCIAL AID**

### **Money & Financial aid**

In addition to federal financial aid (BAföG), SWFR also offers other financial options such as, student loans, educational loans, stipends or KfW student credit.

#### **Contact**

Claudia Glißmann, Room 010

Phone: +49 (0)761 2101-253

E-mail: *glissmann@swfr.de*

Office hours: Tues. 9.00am – 12.00pm, Thurs 1.30pm – 4.00pm and after arrangement by telephone

## **INTERNATIONAL**

### **International relations and advising for international students**

#### **Contact**

Barbara Toth and Nerea Ulrich, Room 002

Phone: +49 (0)761 2101 233, Fax: +49 (0)761 2101 5233

E-mail: *sozialberatung@swfr.de*

Office hours:

Mon + Tues 9.00am – 12.00pm, Thurs 1.30pm – 4.00pm, as well as appointments pre-arranged by telephone

### **Buddy Program**

If you come from another country to study in Freiburg, you might be interested in having a 'buddy' show you around the first few weeks.



Register: [www.swfr.de/internationales/der-internationale-club/buddy/](http://www.swfr.de/internationales/der-internationale-club/buddy/)

### **Dormitory tutors for international students**

There are international student housing tutors at the student accommodation, who are happy to lend assistance, and who offer a semester program for all residents.

#### **Contact**

Gernot Kist

Phone: +49 (0)761 2101-276

E-Mail: [kist@swfr.de](mailto:kist@swfr.de)

[www.swfr.de/en/residence/student-residence/residential-advice/](http://www.swfr.de/en/residence/student-residence/residential-advice/)

## **General Students' Committee (AStA)**

### **- Department for International Students**

Dear International Students,  
Welcome to Albert-Ludwigs-University Freiburg!

We are a group of students from different faculties and nationalities and make up the University's student council. We appreciate the diversity of our students' community and value the input coming from you! It's great to have you here!

An important part of our work is to represent the interests of all students at University of Freiburg including international students. Student council (AStA) has weekly meetings. The AStA is the executive body of student council at the University of Freiburg. The main responsibility of the AStA is to represent student interests, to organize cultural and academic events and to provide services (e.g. legal advice, etc.). Before the start of Winter Term each year we organize events in a Welcome Week, including breakfasts and city tours. You are more than welcome to participate in any of them! Detailed information on these events can be found on our website: [www.stura.org](http://www.stura.org)

We also want to point out that the AStA is willing to organize lawsuits against tuition fees that are being charged from students from not-EU countries since 2017/18 and take on legal expenses for this. If you can imagine to file a suit please feel free to contact us (only affected people can file a lawsuit in Germany!).

Best,  
Head of Student Council

#### **Contact**

E-mail: [vorstand@stura.org](mailto:vorstand@stura.org)

Phone: +49 (0)761 203-2033

Office hours can be found on our homepage

## International Graduate Academy (IGA)

As part of the Freiburg Research Services, the International Graduate Academy (IGA) is the central service department of the University of Freiburg for all questions concerning doctoral studies.

The IGA offers the following services for international doctoral candidates:

- individual advising
- advising regarding financial support (e.g. doctoral scholarships, publication allowances, travel grants)
- a transdisciplinary qualification program
- language tandem search service
- a proofreading service for academic texts in German
- informational events (DocDay, CareerDay)

Furthermore, the IGA offers individual advice for international prospective doctoral candidates.

For up to date information regarding these services please visit our homepage:

 [www.frs.uni-freiburg.de/en/iga-en](http://www.frs.uni-freiburg.de/en/iga-en)

### Contact

Freiburg Research Services (FRS)  
International Graduate Academy (IGA)  
Friedrichstr. 41-43  
Phone: +49 (0)761 203 6812  
Fax: +49 (0)761 203 6816  
E-mail: [info@frs.uni-freiburg.de](mailto:info@frs.uni-freiburg.de)

## Science Support Centre (SSC)

The Science Support Centre (SSC) is part of the Freiburg Research Services (FRS) at the University of Freiburg.

We provide comprehensive advising and support for postgraduate researchers at the University of Freiburg (except medicine) in all phases of planning and preparing proposals of third-party-funded research projects. Furthermore we offer you an extensive qualification program for preparing you for your future career.

For detailed information about our services please visit our homepage:

 [www.frs.uni-freiburg.de/en/ssc-en?set\\_language=en](http://www.frs.uni-freiburg.de/en/ssc-en?set_language=en)

### Contact

Dr Frank Krüger  
Head of the Science Support Centre  
Freiburg Research Services  
University of Freiburg  
Fahnenbergplatz  
79085 Freiburg  
Phone: +49 (0)761 203-4859  
E-mail: [frank.krueger@frs.uni-freiburg.de](mailto:frank.krueger@frs.uni-freiburg.de)  
Address: Friedrichstr. 41-43, Room 02 018 (2. OG)

## Welcome Center Freiburg – Oberrhein

# Welcome Center

Freiburg – Oberrhein

Are you studying at the Albert-Ludwigs-University in Freiburg? Would you like to live and work in the Freiburg - Southern Upper Rhine region? If so, we provide you with useful information!



The Welcome Center Freiburg – Upper Rhine offers advice and support for **international students** as well as **university graduates** i.a. on the following topics:

- What specialists are companies looking for in the region?
- Which companies exist in Freiburg and the region?

- How do I go about finding a job?
- How do I write an application in Germany?
- What does an employer expect from applicants?
- How do I find an appropriate language course?
- What kind of insurance is necessary?
- How do I find a place to live in Germany?

Furthermore, we organize **events** for international students such as company visits (including factory tours and interviews with the human resources department) or podium discussions with HR managers.

Are you interested in getting to know us and our services? Please contact us! We're happy to help you in person, via email or on the phone.

### **Opening hours**

Monday – Friday: 9:00 a.m. – 12.30 p.m.

Thursday: 3:00 – 6:00 p.m.

Meetings by appointment are available between 8 a.m. and 6 p.m.

### **Contact**

Welcome Center Freiburg – Oberrhein

Lehener Str. 77

79106 Freiburg im Breisgau

E-mail: [welcomecenter@fwtm.de](mailto:welcomecenter@fwtm.de)

Phone: +49 (0) 761 1379 7955

[www.welcomecenter-freiburg-oberrhein.de/en](http://www.welcomecenter-freiburg-oberrhein.de/en)

# Who do I turn to if I need help as an ERASMUS student?

## EU Office

Coordination and administration of the EU mobility programme ERASMUS

### Contact

Ulrich Eckelt  
ERASMUS-Representative  
Albert-Ludwigs-University Freiburg  
ERASMUS – study in Europe  
Sedanstraße 6, SCS, room 02 024  
79098 Freiburg  
Phone: + 49 (0)761 203-4269; Fax: +49 (0)761 203-9084  
E-mail: [ulrich.eckelt@zv.uni-freiburg.de](mailto:ulrich.eckelt@zv.uni-freiburg.de)



### Office hours:

Mon, Tues, Thurs: 9.00am to 12.00am

Tues, Thurs: 2.00pm to 4.00pm

Information on the Erasmus-Programme in Freiburg can be gained from the website of the central EU office:

- 🔗 [www.studium.uni-freiburg.de/service\\_und\\_beratungsstellen/eu](http://www.studium.uni-freiburg.de/service_und_beratungsstellen/eu)
- 🔗 [www.studium.uni-freiburg.de/studienbewerbung/austausch/erasmus\\_international](http://www.studium.uni-freiburg.de/studienbewerbung/austausch/erasmus_international)



## What can I use the SemesterTicket for?

Students of the University of Freiburg can use the public transport in the region for favorable conditions.

The special ticket “SemesterTicket” for the duration of the whole semester is available for 94 Euro only (winter semester: 1<sup>st</sup> October till 31<sup>st</sup> March / summer semester: 1<sup>st</sup> April till 30<sup>th</sup> September). With this ticket you can use public transport including buses, trams and local trains in Freiburg and the surrounding region. You get the semester ticket at the Freiburg central railway station or online



📄 [www.swfr.de/en/money/discounts/semester-ticket-valid-for-the-regional-transportation-network-of-freiburg-rvf/](http://www.swfr.de/en/money/discounts/semester-ticket-valid-for-the-regional-transportation-network-of-freiburg-rvf/)

How far you can get using the semester ticket can be found on the plan of tariff zones by the Regio-Verkehrsverbund Freiburg (RVF)

📄 [www.rvf.de/fahrplan-netz/liniennetzplaene](http://www.rvf.de/fahrplan-netz/liniennetzplaene)

Even without the SemesterTicket, students can travel for free on buses, trams and trains with the RVF after 7 p.m.. However, this offer is not valid in the night buses.

# Where can I find a place to live?

Especially just before the beginning of the semester, the room service of the international office and the Studierendenwerk is running at full steam, so not every new student is lucky enough to get a room in student accommodation straight away. The normal housing market is the next option. There are also affordable rooms and apartments available and many landlords take their offers to the International Office and the Studierendenwerk.

## International Office

### Apartment database

The International Office has a private apartments database for international students and international guests of the university, where many furnished apartments and rooms can be found.

🔗 [www.housing.uni-freiburg.de/front-page-en?set\\_language=en](http://www.housing.uni-freiburg.de/front-page-en?set_language=en)

## Studierendenwerk Freiburg: Residence

### Housing Intermediation

The SWFR offers a private housing intermediation program for German and international students free of charge. More information you'll get at the SWFR information desk in Schreiberstr. 12-16 or online:

📄 [www.swfr.de/en/residence/wohnen-fuer-hilfe/faqs-homeshare/](http://www.swfr.de/en/residence/wohnen-fuer-hilfe/faqs-homeshare/)

On the service platform (Serviceportal) on the SWFR website you can search online for housing in Freiburg.

### Contact

Jürgen Landenberger

Phone: +49 (0)761 2101-204

E-mail: [zimmer@swfr.de](mailto:zimmer@swfr.de)

### Wohnen für Hilfe (Homeshare)

“Wohnen für Hilfe” is a program that brings students looking for a room and people looking for tenants together. In this program, instead of paying a full rent, students help in the landlords household. Landlords are mostly elderly people or young families. How much and what kind of help is required by the tenants will be written down in the tenancy agreement. Mostly this will be shopping, gardening, babysitting, walking the dog, taking the rubbish out and so on.

📄 [www.swfr.de/en/residence/wohnen-fuer-hilfe/faqs-homeshare/](http://www.swfr.de/en/residence/wohnen-fuer-hilfe/faqs-homeshare/)

### Contact

Nicole Krauß


Phone: +49 (0)761 2101-353

E-mail: [krausse@swfr.de](mailto:krausse@swfr.de)

Office hours: Tues + Thurs 9.00 am – 12.00 pm as well as appointments pre-arranged by telephone

### **Service package**

In addition, the SWFR also provides so-called service packages. A service package contains, amongst other things, a room in student housing, health insurance, a MensaCard and much more.

 [www.swfr.de/en/residence/student-residence/service-package](http://www.swfr.de/en/residence/student-residence/service-package)

### **Contact**

Sonja Tscherniak

Phone: +49 (0)761 2101-329

E-mail: [tscherniak@swfr.de](mailto:tscherniak@swfr.de)

## Private rental market

As rental prices in the surrounding areas are somewhat lower, we recommend you also to look for housing in the area around Freiburg.

Up to date information on the availability of additional free private apartments and rooms in Freiburg and the surrounds can be found in the daily and weekly newspapers, such as the Badische Zeitung ([www.badische-zeitung.de/anzeigen](http://www.badische-zeitung.de/anzeigen)), Schnapp ([www.schnapp.de](http://www.schnapp.de)), Zypresse ([www.zypresse.de](http://www.zypresse.de)).

## Links for the housing search in Freiburg and the region

|                        |  |
|------------------------|--|
| Studenten-Wohnung      | <a href="http://freiburg.studenten-wohnung.de">freiburg.studenten-wohnung.de</a>                         |
| EasyWG                 | <a href="http://www.deutschland-wg.de">www.deutschland-wg.de</a>   |
| Studenten-WG           | <a href="http://www.studenten-wg.de">www.studenten-wg.de</a>   |
| Studentenwohnungsmarkt | <a href="http://www.studentenwohnungsmarkt.de">www.studentenwohnungsmarkt.de</a>                         |
| Vierwaen.de            | <a href="http://www.vierwaen.de">www.vierwaen.de</a>   |
| WG-Gesucht             | <a href="http://www.wg-gesucht.de">www.wg-gesucht.de</a>   |
| WG-Spion               | <a href="http://www.wg-spion.de/in/freiburg">www.wg-spion.de/in/freiburg</a>                             |
| ZimmerFrei-Burg        | <a href="http://www.zimmerfrei-burg.de">www.zimmerfrei-burg.de</a>                                       |
| Immobilo               | <a href="http://www.immobilo.de/mieten/wg/freiburg">www.immobilo.de/mieten/wg/freiburg</a>               |
| Schnapp                | <a href="http://www.schnapp.de">www.schnapp.de</a>   |
| Zypresse online        | <a href="http://www.zypresse.de">www.zypresse.de</a>   |
| Asta (u-Asta)          | <a href="http://www.u-asta.uni-freiburg.de/service/wohnen">www.u-asta.uni-freiburg.de/service/wohnen</a> |
| Wohnungsel             | <a href="http://www.wohnungsel.de/de/Wohnung-Freiburg.php">www.wohnungsel.de/de/Wohnung-Freiburg.php</a> |
| Univillage             | <a href="http://www.univillage.de/Wohnungen">www.univillage.de/Wohnungen</a>                             |
| Badische Zeitung       | <a href="http://anzeigen.badische-zeitung.de">anzeigen.badische-zeitung.de</a>                           |
| WG-Spion               | <a href="http://www.wg-spion.de/in/freiburg">www.wg-spion.de/in/freiburg</a>                             |

### **Dormitories funded by religious organizations**

|                                      |  |
|--------------------------------------|--|
| Alban-Stolz-Haus                     | <a href="http://www.albanstolzhaus.de">www.albanstolzhaus.de</a>                         |
| Collegium Sapientiae                 | <a href="http://www.collegiumsapientiae.de">www.collegiumsapientiae.de</a>               |
| Evangelisches Studenten-<br>wohnheim | <a href="http://www.esw-freiburg.de">www.esw-freiburg.de</a>                             |
| Katholische Studentenwohnheime       | <a href="http://www.ebfr.de/studierendenwohnheime">www.ebfr.de/studierendenwohnheime</a> |
| Thomas-Morus-Burse                   | <a href="http://www.thomasmorusburse.de">www.thomasmorusburse.de</a>                     |

### **Places to stay on short notice**

|                    |  |
|--------------------|--|
| Jugendherberge     | <a href="http://www.jugendherberge-freiburg.de">www.jugendherberge-freiburg.de</a> |
| Blackforest Hostel | <a href="http://www.blackforest-hosPhone.de">www.blackforest-hosPhone.de</a>       |

# Where can I find an overview of German government agencies?

## **Invitation to a tour of administrative offices for all new international students in winter term 2018/2019**


In order to simplify your start in Freiburg, SWFR offers a free bilingual tour (German / English) of the important administrative offices you may need to consult. The tour is led by international tutors. You will get help to register your residence, to open a bank account and to acquire a health insurance from a German insurance company. The tutors will try to answer all of your questions and give you important information about student life, for example where to buy the “Semesterticket” for students for cheap public transport.



**Please bring: Passport or your identity card (EU-Countries), 2 passport photos, letter of admission, confirmation of room-reservation or tenancy agreement of Studierendewerk or landlord, students from EU: European Health Insurance Card (EHIC) or Form E 128.**

Our tour will feature the following public institutions: Studierendewerk, Residents Registration Office and Immigration Office, Bank, Public Health Insurance Company, International Office, Campus: KG I and KG II, Student Restaurant and Cafeteria. The tour ends in the student eatery Mensa Rempartstrasse with lunch (facultative).

**The dates for the tours will be published on our website:**

 [www.swfr.de/fileadmin/downloads/behoerdentour\\_pdf\\_fuer\\_homepage\\_english\\_ws1920.pdf](http://www.swfr.de/fileadmin/downloads/behoerdentour_pdf_fuer_homepage_english_ws1920.pdf)

## **Announcement of Residency / Resident Registration**

After arrival in Freiburg, you have to register your place of residence at the Bürgeramt of the City of Freiburg (or with the local administration of your place of residence, if you live outside of Freiburg). At the Bürgeramt, EU citizens also receive their residence and work permit (Freizügigkeitsbescheinigung).

Citizens of non-EU countries are required to apply for a residence permit with the City of Freiburg (or the aliens office of the Landesratamt, if they live outside of Freiburg), before the expiry of their visa. To do so, the following are required:

- passport with entry visa
- biometric passport photo
- recent confirmation of health insurance coverage
- administrative fee
- confirmation of enrollment

### **Contact**

#### **Notice of stay / Registration:**

##### **Residence in Freiburg:**

Bürgeramt der Stadt Freiburg

Fehrenbachalle 12, ground floor

79100 Freiburg

Phone: +49 (0)761 201-0; Fax: +49 (0)761 201-5698

E-mail: [buergeramt@stadt.freiburg.de](mailto:buergeramt@stadt.freiburg.de)

[www.freiburg.de](http://www.freiburg.de)

##### **Residence in administrative area:**



Administration (Bürgermeisteramt / Gemeindeverwaltung) of the place of residence

**Visa extension or application for the residence permit:**

**For residents of the City of Freiburg:**

Stadt Freiburg

Immigration Office (Amt für Migration und Integration – Ausländerbehörde -)

Berliner Allee 1

79114 Freiburg

Service desk office hours:

Mon., Tues. & Fri.: 7:30 a.m.–12:30 p.m., Wed.: 7:30 a.m. – 5:30 p.m.,  
Thurs.: 7:30 a.m. – 4:00 p.m.

E-Mail: [auslaenderbehoerde@stadt-freiburg.de](mailto:auslaenderbehoerde@stadt-freiburg.de)

<http://www.freiburg.de/pb/Lde/205368.html>

**Residence in administrative area:**

Aliens department at the respective Landratsamt

**For Freiburg and surroundings:**

Landratsamt Breisgau-Hochschwarzwald

Ausländerbehörde

Stadtstraße 2

79104 Freiburg

Phone: +49 (0)761 2187-0

E-mail: [auslaenderwesen@lkbh.de](mailto:auslaenderwesen@lkbh.de)

[www.breisgau-hochschwarzwald.de/](http://www.breisgau-hochschwarzwald.de/)

Federal Central Tax Office

RETURN ADDRESS    Registration authority

Personal identification number:

99 999 999 999

Address

General information:

DD.MM.YYYY

**SUBJECT Allocation of an identification number in accordance with section 139b of the Fiscal Code  
(*Abgabenordnung, AO*)**

Dear Sir or Madam,

The Federal Central Tax Office (*Bundeszentralamt für Steuern*) has allocated you an identification number. This number is for tax purposes and will remain valid throughout your lifetime. For that reason, please retain this letter even if you are currently not a taxpayer.

In all applications, declarations and communications directed to the revenue authorities concerning income tax/wages tax please always quote your identification number. For the time being, please continue to quote your tax number as well as the identification number allocated to you.

Under your identification number – on the basis of information provided by the registration authority normally responsible for your affairs – the Federal Central Tax Office has stored the following details:

01:    ---

02:    ---

03:    ---

04:    ---

05:    ---

06:    ---

07:    ---

08:    ---

09:    ---

01 = Title, surname; 02 = Married name; 03 = Registered partnership name; 04 = Birth name; 05 = First names; 06 = Gender; 07 = Full address; 08 = Date and place of birth; 09 = Country of birth (this field applies in the case of birth abroad)

If you find that the details recorded are incorrect, please contact the authority identified above next to the heading RETURN ADDRESS. Normally, this will be the registration authority responsible for your affairs. Please also read carefully the explanatory notes on the reverse of this letter.

Yours faithfully,

The Federal Central Tax Office


## Tax Identification Number (Steuerliche Identifikationsnummer)

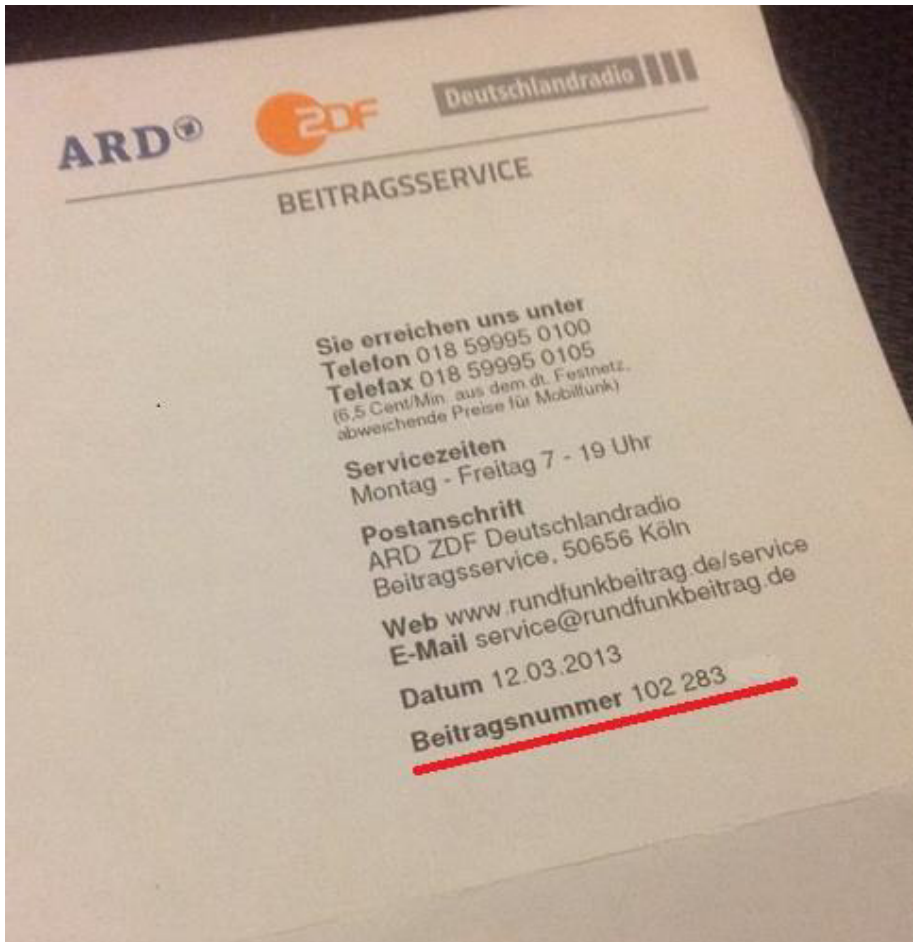
Every individual in Germany receives an 11digit personal identification number (steuerliche Identifikationsnummer “IdNr”) to ensure unique identification within the tax system. This number is unique and is assigned to your for life. It will not change if you marry, move, or leave the country.

When you register in Germany, you will receive a letter with this number automatically from the Federal Central Tax Office.

**Please keep the letter!** You need your tax identification number if you would like to work in Germany.

For more information please visit:

 [www.bzst.de/EN/Private\\_individuals/Tax\\_identification\\_number/tax\\_identification\\_number\\_node.html](http://www.bzst.de/EN/Private_individuals/Tax_identification_number/tax_identification_number_node.html)



## Public Broadcasting License Fee (Rundfunkbeitrag)

After you register your address in Germany, you will receive a letter from the Rundfunkbeitrag (Public Broadcasting License). For every apartment in Germany, a fee of 17.50 euro/month must be paid to support public broadcasting. You will be requested to pay this fee regardless of whether or not you use the programming. This fee goes toward supporting the public radio and television stations in Germany (ie ARD and ZDF) and is required by law.

The rule is every apartment/house must pay the fee, regardless of how many people are living there or how many televisions/radios/computers there are in the apartment. If one of your roommates is already paying the fee then you will not need to pay as well (although you should probably split the fee with them).

More information:

📄 [www.rundfunkbeitrag.de](http://www.rundfunkbeitrag.de)

📄 [www.rundfunkbeitrag.de/e175/e5280/Informationen\\_fuer\\_Studierende\\_English.pdf](http://www.rundfunkbeitrag.de/e175/e5280/Informationen_fuer_Studierende_English.pdf)

📄 [www.rundfunkbeitrag.de/welcome/englisch/index\\_ger.html](http://www.rundfunkbeitrag.de/welcome/englisch/index_ger.html)

# How can I obtain an introduction to studies in Freiburg before beginning my course of study?

## Welcome Days for new international students

For winter term 2019/2020: **11<sup>th</sup> to 14<sup>th</sup> October 2019**

For summer term 2019: **15<sup>th</sup> to 17<sup>th</sup> April 2020**

### Online registration under:

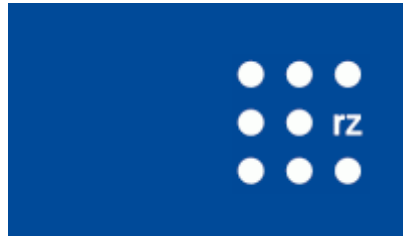
🖱 [https://mobility.zv.uni-freiburg.de/mobility/BewerbungServlet?identifizier=FREIBUR01&kz\\_bew\\_pers=S&kz\\_bew\\_art=IN&aust\\_prog=WD&sprache=de](https://mobility.zv.uni-freiburg.de/mobility/BewerbungServlet?identifizier=FREIBUR01&kz_bew_pers=S&kz_bew_art=IN&aust_prog=WD&sprache=de)

### More information:

🖱 [http://www.studium.uni-freiburg.de/en/student-services/beginning-students/welcome-days?set\\_language=en](http://www.studium.uni-freiburg.de/en/student-services/beginning-students/welcome-days?set_language=en)

# What kinds of IT services does the Computing Center offer?

The University IT Services (Rechenzentrum) will help you navigate Freiburg University's IT systems, with special assistance to new students by providing short explanations and instructions for the IT services available. All services are available to you as a University student, already included in your tuition fees. These services are intended exclusively for academic purposes and must not be used commercially.



In the course of your studies you may also come in contact with various IT services by other organizations or institutions, such as the University Library (Universitätsbibliothek). For questions relating to these services, please contact the providers directly.

## **Contact**

University IT Services – Rechenzentrum (RZ)  
Hermann-Herder-Straße 10  
[www.rz.uni-freiburg.de/index.html-en](http://www.rz.uni-freiburg.de/index.html-en)

## Uni-Account – Your personal user identification

After matriculation, you will receive an E-mail and letter with your username (your initials and a random number) and initial password for your Uni-Account.

To activate your Uni-Account, change your initial password to a personalized password in myAccount; this will give you, your Uni-Account will be activated and you will now have access to the University's central services, especially that of the University IT Services, e.g. online course catalog, course assignment information, semester registration, exam registration, certificates of study, University E-mail, CampusOnline learning platform, literature research, databases and much more. You also now have access to the computer labs, printers and scanners.

Your Uni-Account is considered as your personal student identification. Please protect yourself from any potential misuse by keeping this information, especially your password, safe and not sharing it with any third party, especially your password.

🔗 [www.rz.uni-freiburg.de/services-en/uniaccount-en/uabeantrag-en/uastudi-en?set\\_language=en](http://www.rz.uni-freiburg.de/services-en/uniaccount-en/uabeantrag-en/uastudi-en?set_language=en)

## Useful links from the Computing Center – Rechenzentrum (RZ)

|  |   |
|--|---|
| Uni-Account  | <a href="http://www.rz.uni-freiburg.de/go/ua-studierende">www.rz.uni-freiburg.de/go/ua-studierende</a>                                  |
| myAccount  | <a href="http://www.myaccount.uni-freiburg.de">www.myaccount.uni-freiburg.de</a>  |
| UniCard  | <a href="http://www.unicard.uni-freiburg.de">www.unicard.uni-freiburg.de</a>  |
| CampusManagement<br>(Online Course Schedule)         | <a href="http://www.uni-freiburg.de/go/vvz">www.uni-freiburg.de/go/vvz</a>  |
| Information regarding VPN<br>Clients                 | <a href="http://www.rz.uni-freiburg.de/go/vpn">www.rz.uni-freiburg.de/go/vpn</a>  |
| Courses offered at the Uni-<br>versity IT Services   | <a href="http://www.rz.uni-freiburg.de/go/kurse">www.rz.uni-freiburg.de/go/kurse</a>  |
| RZ-Wiki  | <a href="http://www.wiki.uni-freiburg.de/rz">www.wiki.uni-freiburg.de/rz</a>  |
| Info-Brochure: University IT<br>Service for Students | <a href="http://www.rz.uni-freiburg.de/helpcenter/download/broschueren">www.rz.uni-freiburg.de/<br/>helpcenter/download/broschueren</a> |



# Where can I find more detailed information about my field of study?

## Departmental academic advising

One of the responsibilities of the faculties and departments is to provide subject specific academic advising. In a number of faculties, you will be advised by faculty assistants on examination regulations, subject combinations, questions on programme structure, programme or subject changes as well as second and parallel studies. In addition, the individual departments also have advisors who can inform you in particular about the working methods and conditions in the department, and also on the formulation of your semester timetable and preparation for exams.

### Altertumswissenschaften

#### Classics

Ms. Anne Schlichtmann

E-mail: [anne.schlichtmann@altphil.uni-freiburg.de](mailto:anne.schlichtmann@altphil.uni-freiburg.de)

Phone: +49 (0)761 / 203-3130

Office hour: Wed 2-3 p.m.

Address: Seminar für Griechische und Lateinische Philologie, Kollegiengebäude I - Platz der Universität 3, Room 1204

#### Classical and Near Eastern Civilizations (M.A.)

Prof. Dr. Astrid Möller

E-mail: [astrid.moeller@geschichte.uni-freiburg.de](mailto:astrid.moeller@geschichte.uni-freiburg.de)

Phone: +49 (0)761 / 203-3395

Address: Kollegiengebäude I - Platz der Universität 3, Room 1190

Angewandte Politikwissenschaft (deutsch-französisch) (B.A., M.A.)  
- Applied Political Science (Franco-German) (B.A., M.A.)

Dr. Marcus Obrecht

E-mail: [marcus.obrecht@politik.uni-freiburg.de](mailto:marcus.obrecht@politik.uni-freiburg.de)

Address: Rempartstr. 15, Kollegiengebäude IV, Room 4314

Anglistik und Amerikanistik - English and American Studies

and "English" (Lehramt), "British and North American Cultural Studies" (M.A.), „English Language and Linguistics“ (M.A.), „English Literatures and Literary Theory“ (M.A.)

Dr. Gert Fehlner

E-mail: [gert.fehlner@anglistik.uni-freiburg.de](mailto:gert.fehlner@anglistik.uni-freiburg.de)

Office hour: Mon, Wed and Thu, 9-11 a.m., and by special appointment

Address: Kollegiengebäude IV, Room 4010

Archäologische Wissenschaften (B.A. und M.A.)

- Archaeological Studies (B.A. and M.A.)

Ms. Susanne Wenzel, M.A.

E-mail: [studiengangkoordination@iaw.uni-freiburg.de](mailto:studiengangkoordination@iaw.uni-freiburg.de)

Phone: +49 (0)761 / 203-3387

Office hour: Tue and Wed 10-12 a.m.

Address: Belfortstr. 22, Vorderhaus, Room 207

Betriebswirtschaftslehre – Business Studies

(Public and Non-Profit Management)

Ms. Alena Bolanz (for M.Sc.)

Ms. Melanie Dunst (for B.Sc., B.A. minor)

E-mail: [studienberatung@wiwi.uni-freiburg.de](mailto:studienberatung@wiwi.uni-freiburg.de)

Tel.: +49 (0)761 / 203-2331 (Bachelor students) und +49 (0)761 / 203-96767 (Master students)

Office hour: Mon 10-12 p.m. and Tue 10-12 p.m.

During the semester break: Mon 10-12 p.m.

Address: Room 2304 (KG II) for Bachelor students and room 2306 (KG II) for Master students

Bildungswissenschaft und Bildungsmanagement (B.A.)

– Education and Educational Management (B.A.)

Mr. Christian Burkhart

E-mail: [christian.burkhart@ezw.uni-freiburg.de](mailto:christian.burkhart@ezw.uni-freiburg.de)

Office hour: Mon 10-11 a.m.

Address: Rempartstr.11, fourth floor

Bildungswissenschaft - Lehren and Lernen (M.A.)

– Educational Science - Learning and Teaching (M.A.)

Dr. Stefanie Golke

E-mail: [stefanie.golke@ezw.uni-freiburg.de](mailto:stefanie.golke@ezw.uni-freiburg.de)

Office hour: on appointment (please contact me via email)

Address: Rempartstr.11, fourth floor

Biochemistry and Biophysics (M.Sc.)

Ms. Dr. Sabine Richter

E-mail: [studiengangkoordination@chemie.uni-freiburg.de](mailto:studiengangkoordination@chemie.uni-freiburg.de)

Office hour: Mon, Tue 11 a.m.- 1 p.m. and on appointment

Address: Alberstr. 21, Room 09 002

Prof. Dr. Thorsten Friedrich

E-mail: [friedrich@uni-freiburg.de](mailto:friedrich@uni-freiburg.de)

Office hour: on appointment

Address: Albertstr. 21, Room 09 002

Biologie – Biology

Dr. Janina Kirsch (for B.Sc., M.Sc., Polyvalent dual-major bachelor's degree program and State Examination-Secondary School Teaching)

E-mail: [studium@biologie.uni-freiburg.de](mailto:studium@biologie.uni-freiburg.de)

Office hour: Mon-Fri 10:30 a.m. - 12 p.m.

Address: Schänzlestr. 1, Room A 307 (Academic Services Office)

Dr. Johannes Normann (for Erasmus students)

E-mail: [erasmus@biologie.uni-freiburg.de](mailto:erasmus@biologie.uni-freiburg.de)

Office hour: on appointment

Address: Schänzlestr. 1, Room A 308

Biologische Anthropologie - Physical Anthropology

Prof. Dr. Ursula Wittwer-Backofen  
E-mail: [ursula.wittwer-backofen@anthropologie.uni-freiburg.de](mailto:ursula.wittwer-backofen@anthropologie.uni-freiburg.de)  
Office hour: Wed 12 a.m.-1 p.m., as well as on appointment  
Address: Hebelstr 29

Caritaswissenschaft und Christliche Gesellschaftslehre (M.A.)  
- *Caritas Science and Christian Social Teaching (M.A.)*

Ms. Christine Stroppel  
E-mail: [caritasw@theol.uni-freiburg.de](mailto:caritasw@theol.uni-freiburg.de)  
Office hour: Thu 9-10 a.m.  
Address: Platz der Universität 3, Kollegiengebäude I, Room 1312

Chemie - *Chemistry*

Prof. Dr. Thorsten Friedrich (for B.Sc. and M.Sc.)  
E-mail: [friedrich@bio.chemie.uni-freiburg.de](mailto:friedrich@bio.chemie.uni-freiburg.de)  
Office hour: on appointment  
Address: Alberstr. 21, Room 09 002

Frau Dr. Sabine Richter (for B.Sc. und M.Sc.)  
E-mail: [Studiengangkoordination@chemie.uni-freiburg.de](mailto:Studiengangkoordination@chemie.uni-freiburg.de)  
Office hour: Mon, Tue 11 a.m.- 1 p.m. and on appointment  
Address: Albertstr. 21, Room 09 002

Dr. Wolfgang Seiche (for polyvalent dual-major bachelor's degree programme and State Examination-Secondary School Teaching)  
E-mail: [wolfgang.seiche@chemie.uni-freiburg.de](mailto:wolfgang.seiche@chemie.uni-freiburg.de)  
Phone: +49 (0)761 / 203-6201  
Office hour: on appointment  
Address: Alberstr. 21, Hochhaus, Room 06003

Chinesisch (Zwei-Hauptfächer-Bachelorstudiengang) - *Chinese (dual-major bachelor's degree programme)*

Ms. JunProf. Lena Henningsen  
E-mail: [lena.henningsen@sinologie.uni-freiburg.de](mailto:lena.henningsen@sinologie.uni-freiburg.de)  
Office hour: <https://www.sinologie.uni-freiburg.de/>  
Phone: +49 (0) 761/ 203-96748  
Homepage: [www.sinologie.uni-freiburg.de](http://www.sinologie.uni-freiburg.de)

Christliche Archäologie und Byzantinische Kunstgeschichte (M.A.)

Judith Waldorf

E-mail: [judith.waldorf@archaeologie.uni-freiburg.de](mailto:judith.waldorf@archaeologie.uni-freiburg.de)

Phone: +49 (0)761 / 203-2070

Address: KG III, Raum 3501

Classical Cultures (M.A.)

Prof. Dr. Ralf von den Hoff

E-mail: [vd.hoff@archaeologie.uni-freiburg.de](mailto:vd.hoff@archaeologie.uni-freiburg.de)

Phone: +49 (0)761 / 203-3072/3073

Address: Fahnenbergplatz, Rectorate Building, Room 04 015

Deutsch-Französische Journalistik (M.A.)

– German-French Journalism (M.A.)

Mr. Florent Dousselin

E-mail: [florent.dousselin@fz.uni-freiburg.de](mailto:florent.dousselin@fz.uni-freiburg.de)

Phone: +49 (0)761 / 203-96768

Office hour: Mon - Fri 10-12 a.m., and on appointment

Address: Frankreich-Zentrum, Haus zur Lieben Hand, Löwenstr. 16, 3<sup>rd</sup> floor, Room 03 008

Embedded Systems Engineering

Ms. Martina Nopper

E-mail: [studienberatung@ese.uni-freiburg.de](mailto:studienberatung@ese.uni-freiburg.de)

Phone: +49 (0)761 / 203-8169

Office hour: Mon, Wed respectively 2-4 p.m. and Tue, Thu respectively 10 a.m. - 12 p.m.

Address: Georges-Köhler-Allee 101, 2<sup>nd</sup> floor, Room 02 013a

Dr. Frank Goldschmidtböing

E-mail: [studienberatung@ese.uni-freiburg.de](mailto:studienberatung@ese.uni-freiburg.de)

Environmental Governance (M.Sc.)

Ms. Esther Muschelknautz

E-mail: [esther.muschelknautz@unr.uni-freiburg.de](mailto:esther.muschelknautz@unr.uni-freiburg.de)

Phone: +49 (0)761 / 203-36 07

Office hour: Mon 10-12 a.m., Thu 1:30-3:30 p.m., as well as on appointment

Address: Tennenbacherstr. 4, fourth floor, Room 04 110

Erziehungswissenschaft - Educational Science

Dr. Elisabeth Wegner (Dipl.-Psych.)

Office hour: Thu 1-2 p.m.

E-mail: [elisabeth.wegner@ezw.uni-freiburg.de](mailto:elisabeth.wegner@ezw.uni-freiburg.de)

Address: Rempartstr.11, fourth floor

Ethnologie – Social and Cultural Anthropology

Dr. Philipp Schröder (for B.A.)

E-mail: see website of the institute

Phone: +49 (0)761 / 203-2385

Office hour: see website of the institute

Address: Werthmannstraße 10, 1<sup>st</sup> floor

Dr. Ingo Rohrer (for M.A.)

E-mail: [ingo.rohrer@ethno.uni-freiburg.de](mailto:ingo.rohrer@ethno.uni-freiburg.de)

Phone: +49 (0)761 / 203-3593

Office hour: see website of the institute

Address: Werthmannstraße 10, 1<sup>st</sup> floor

Forstwissenschaften (M.Sc. multilingual)

- Forest Sciences (M.Sc. multilingual)

Ms. Esther Muschelknautz

E-mail: [esther.muschelknautz@unr.uni-freiburg.de](mailto:esther.muschelknautz@unr.uni-freiburg.de)

Phone: +49 (0)761 / 203-36 07

Office hour: Mon 10-12 a.m., Thu 1-3 p.m, as well as on appointment

Address: Tennenbacherstr. 4, fourth floor, Room 04 110

Gender Studies (M.A.)

Dr. Marion Mangelsdorf

E-mail: [gender@uni-freiburg.de](mailto:gender@uni-freiburg.de)

Phone: +49 (0)761 / 203-4216

Office hour: Mon 10 a.m.-13 p.m., as well as on appointment

Address: Belfortstr. 20, ground floor in the front building, right door in the doorway

Where can I find more detailed information about my field of study?

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Ms. Christa Klein

E-mail: [gender@uni-freiburg.de](mailto:gender@uni-freiburg.de)

Phone: +49 (0)761 / 203-4216

Office hour: <https://www.genderstudies.uni-freiburg.de/>

Address: Belfortstr. 20, ground floor in the front building, right door in the doorway

### Geographie – Geography

Dr. Helmut Saurer (for B.Sc. Polyval. Zweifächer-Bachelor, B.A.)

E-mail: [helmut.saurer@geographie.uni-freiburg.de](mailto:helmut.saurer@geographie.uni-freiburg.de)

Phone: +49 (0)761 / 203-3537

Office hour: [www.geographie.uni-freiburg.de/studium-lehre/spst](http://www.geographie.uni-freiburg.de/studium-lehre/spst)

Address: Schreiberstraße 20, 3. OG, Raum 03 002

Dr. Michael Bauder (for M.Sc. „Geographie des Globalen Wandels“)

E-mail: [michael.bauder@geographie.uni-freiburg.de](mailto:michael.bauder@geographie.uni-freiburg.de)

Due to a staff replacement during the winter term 2018/2019, please refer to the following website for further information:

[www.geographie.uni-freiburg.de/studium-lehre/sberatung](http://www.geographie.uni-freiburg.de/studium-lehre/sberatung)

### Geology (Master's degree programme)

Dr. Heike Ulmer

E-mail: [ulmer@uni-freiburg.de](mailto:ulmer@uni-freiburg.de)

Office hour: on appointment

Address: Albertstr. 23-b, Room 2014

### Geowissenschaften - Earth Sciences

Dr. Heike Ulmer

E-mail: [ulmer@uni-freiburg.de](mailto:ulmer@uni-freiburg.de)

Office hour: on appointment

Address: Albertstr. 23-b, Room 2014

### Germanistik – German language and literature

Also for “Europäische Literaturen und Kulturen/European Literatures and Cultures” (M.A.), “Linguistik/Linguistics” (M.A.)

Dr. Harald Baßler

E-mail: [harald.bassler@germanistik.uni-freiburg.de](mailto:harald.bassler@germanistik.uni-freiburg.de)

Office hour: after registration in the office of the Department of German (Kollegiengebäude III, Room 3315, Phone: +49 (0)761 / 203-3241): Tue, Wed respectively 3-5 p.m. and Fri 9-10 a.m.

Address: Kollegiengebäude III, Room 3313

### Geschichte - History

Dr. Heinz Krieg

(for B.A. Geschichte as well as B.A. Neuere und Neueste Geschichte)

E-mail: [heinz.krieg@geschichte.uni-freiburg.de](mailto:heinz.krieg@geschichte.uni-freiburg.de)

Office hour: Tue 9-11 a.m. and Thu 1-3 p.m. (Electronic registration for consultation hours on the Homepage of the department "regional history")

Address: Abt. Landesgeschichte (Werthmannstr. 8)

Dr. Heinrich Schwendemann

(for Zwei-HF-B.A. Geschichte, M.A. Geschichte, M.A. Vergleichende Geschichte der Neuzeit, Lehramt Geschichte as well as Promotionsstudiengänge in Geschichte)

E-mail: [heinrich.schwendemann@geschichte.uni-freiburg.de](mailto:heinrich.schwendemann@geschichte.uni-freiburg.de)

Office hour: Mon 9:30-12 a.m. and Wed 9:30-12 a.m.

Address: KG IV, Room 4422

### Global Urban Health (M.Sc.)

Dr. Sonia Diaz-Monsalve

E-mail: [sonia.diaz.monsalve@zmg.uni-freiburg.de](mailto:sonia.diaz.monsalve@zmg.uni-freiburg.de)

Office hour: Mon to Fri 10-12 a.m., as well as on appointment

Homepage: [www.zmg.uni-freiburg.de](http://www.zmg.uni-freiburg.de)

Address: Zentrum Medizin und Gesellschaft (ZMG), Hebelstr. 29

### Griechisch (Lehramt)

– Ancient Greek (State Examination-Secondary School Teaching)

Dr. Stefan Faller

E-mail: [stefan.faller@altphil.uni-freiburg.de](mailto:stefan.faller@altphil.uni-freiburg.de)

Office hour: Wen 10-11 a.m.

Address: Seminar für Griechische und Lateinische Philologie, Platz der Universität 3, Room 1212



Where can I find more detailed information about my field of study?

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Ms. Anne Schlichtmann

E-mail: [Anne.Schlichtmann@altphil.uni-freiburg.de](mailto:Anne.Schlichtmann@altphil.uni-freiburg.de)

Office hour: Wed 2-3 p.m.

Address: Seminar für Griechische und Lateinische Philologie, Platz der Universität 3, Room 1204

Griechisch-römische Archäologie (Lehramt, Beifach)

– *Greco-Roman Archaeology*

Prof. Dr. Ralf von den Hoff

E-mail: [vd.hoff@archaeologie.uni-freiburg.de](mailto:vd.hoff@archaeologie.uni-freiburg.de)

Phone: +49 (0)761 / 203-3072/3073

Address: Fahnenbergplatz / Rectorate Building, Room 04 015

Hydrologie (M.Sc.) - *Hydrology*

und Nebenfach „Umwelthydrologie“ (B.Sc.) – *and Minor in “Environmental Hydrology” (B.Sc.)*

PD Dr. Jens Lange

E-mail: [jens.lange@hydrology.uni-freiburg.de](mailto:jens.lange@hydrology.uni-freiburg.de)

Phone: +49 (0)761 / 203-3546

Office hour: Wed 1-3 p.m., as well as on appointment

Address: Fahnenbergplatz, first floor, Room 01 014

Indogermanistik (M.A.) - *Indo-European Linguistics (M.A.)*

Mr. Axel Metzger

E-mail: [axel.metzger@mail.uni-freiburg.de](mailto:axel.metzger@mail.uni-freiburg.de)

Phone: +49 (0)761 / 203-3167

Office hour: Mon 10-12 a.m., as well as on appointment

Address: Belfortstr. 18, front building (first floor)

Informatik - *Computer Science*

Ms. Martina Nopper

E-mail: [studienberatung@informatik.uni-freiburg.de](mailto:studienberatung@informatik.uni-freiburg.de)

Phone: +49 (0)761 / 203-8169

Office hour: Mon, Wed respectively 2-4 p.m. and Tue, Thu respectively 10 a.m. - 12 p.m.

Address: Georges-Köhler-Allee 101, 2<sup>nd</sup> floor, Room 02 013a

Interdisziplinäre Anthropologie (M.A.) – Interdisciplinary Anthropology (M.A.)

Prof. Dr. Cornelia Brink

E-mail: [Cornelia.Brink@geschichte.uni-freiburg.de](mailto:Cornelia.Brink@geschichte.uni-freiburg.de)

Phone: +49 (0)761 / 203-67731

Office hour: see homepage: [www.master-anthropologie.uni-freiburg.de](http://www.master-anthropologie.uni-freiburg.de)

Address: Platz der Universität 3, Kollegiengebäude I, Room 1288

Interkulturelle Studien - Deutschland und Frankreich (M.A.)

– Intercultural Studies - Germany and France (M.A.)

Mr. Florent Dousselin

E-mail: [florent.dousselin@fz.uni-freiburg.de](mailto:florent.dousselin@fz.uni-freiburg.de)

Phone: +49 (0)761 / 203-96768

Office hour: Mon - Fri 10-12 a.m., and on appointment

Address: Frankreich-Zentrum, Haus zur Lieben Hand, Löwenstr. 16, 3<sup>rd</sup> floor, Room 03 008

Internationale Wirtschaftsbeziehungen (M.A.)

– International Economic Relations (M.A.)

Mr. Florent Dousselin

E-mail: [florent.dousselin@fz.uni-freiburg.de](mailto:florent.dousselin@fz.uni-freiburg.de)

Phone: +49 (0)761 / 203-96768

Office hour: Mon - Fri 10-12 a.m., and on appointment

Address: Frankreich-Zentrum, Haus zur Lieben Hand, Löwenstr. 16, 3<sup>rd</sup> floor, Room 03 008

Islamwissenschaft - Islamic Studies

Prof. Dr. Roswitha Badry

E-mail: [roswitha.badry@orient.uni-freiburg.de](mailto:roswitha.badry@orient.uni-freiburg.de)

Office hour: Tue 11 a.m.-1 p.m., during the semester break on appointment

Address: Kollegiengebäude III, first floor, Büro 3135

Judaistik - Jewish Studies

Prof. Dr. Gabrielle Oberhänsli-Widmer

E-mail: [gabrielle.oberhaensli@orient.uni-freiburg.de](mailto:gabrielle.oberhaensli@orient.uni-freiburg.de)

Office hour: Wed 12 a.m.-1 p.m. (registration via E-mail desired)

Address: Kaiser-Joseph-Str. 239, first floor

Katholisch- Theologische Studien (B.A. Haupt- und Nebenfach)  
– *Catholic-Theological Studies (B.A. major and minor)*

Dr. Brigitte Schirmer

E-Mail: [brigitte.schirmer@theol.uni-freiburg.de](mailto:brigitte.schirmer@theol.uni-freiburg.de)

Address: Platz der Universität 3, KG I, Room 1322

Klassische Archäologie – *Classical Archaeology (M.A.)*

Prof. Dr. Ralf von den Hoff

E-mail: [vd.hoff@archaeologie.uni-freiburg.de](mailto:vd.hoff@archaeologie.uni-freiburg.de)

Phone: +49 (0)761 / 203-3072/3073

Address: Fahnenbergplatz / Rectorate Building, Room 04 015

Dr. Jens-Arne Dickmann

E-mail: [jens-arne.dickmann@archaeologie.uni-freiburg.de](mailto:jens-arne.dickmann@archaeologie.uni-freiburg.de)

Phone: +49 (0)761 / 203-3107

Address: Room 04.010 (Rektoratsgebäude Fahnenbergplatz)

Klassische und Christliche Archäologie (B.A. Nebenfach)

– *Classical and Late Antique Archaeology (B.A. minor)*

Sabine Drotziger M.A.

E-mail: [sabine.drotziger@archaeologie.uni-freiburg.de](mailto:sabine.drotziger@archaeologie.uni-freiburg.de)

Phone: +49 (0)761 / 203-2071

Address: KG III, Room 3501

Dr. Jens-Arne Dickmann

E-mail: [jens-arne.dickmann@archaeologie.uni-freiburg.de](mailto:jens-arne.dickmann@archaeologie.uni-freiburg.de)

Phone: +49 (0)761 / 203-3107

Adresse: Raum 04.010 (Rektoratsgebäude Fahnenbergplatz)

Klassische Philologie - *Classical Philology*

Ms. Anne Schlichtmann

E-mail: [anne.schlichtmann@altphil.uni-freiburg.de](mailto:anne.schlichtmann@altphil.uni-freiburg.de)

Phone: +49 (0)761 / 203-3130

Office hour: Wed 2-3 p.m.

Address: Seminar für Griechische und Lateinische Philologie, Platz der Universität 3, Room 1204

Kognitionswissenschaft - Cognitive Science

Prof. Dr. Lars Konieczny

E-mail: [lars@cognition.uni-freiburg.de](mailto:lars@cognition.uni-freiburg.de)

Phone: +49 (0)761 / 203-4942

Office hour: Tue 11-12 a.m.

Address: Hebelstr. 10, Room 03 014

Kulturanthropologie und Europäische Ethnologie (B.A. und M.A.)  
– Cultural Anthropology and European Ethnology (B.A. and M.A.)

Frau Dr. Barbara Sieferle

E-mail: [barbara.sieferle@kaee.uni-freiburg.de](mailto:barbara.sieferle@kaee.uni-freiburg.de)

Phone: +49 (0)761/ 203-97697

Office hour: Mon 2-3 p.m., and on appointment

Adresse: Maximilianstr. 15, 2. OG

Dr. Florian von Dobeneck

E-mail: [florian.dobeneck@eu-ethno.uni-freiburg.de](mailto:florian.dobeneck@eu-ethno.uni-freiburg.de)

Phone: +49 (0)761/ 203-3304

Office hour: Tue 10- 12 a.m., as well as on appointment

Address: Maximilianstr. 15, second floor

Kunstgeschichte (B.A. und M.A.) - History of Art (B.A. and M.A.)

Ms. Margarita Augustin, M.A.

E-mail: [studienberatung@kunstgeschichte.uni-freiburg.de](mailto:studienberatung@kunstgeschichte.uni-freiburg.de)

Phone: +49 (0)761 / 203-3099

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Latein (Lehramt)

– Latin (State Examination-Secondary School Teaching)

Dr. Stefan Faller

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Where can I find more detailed information about my field of study?

---

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Address: Seminar für Griechische und Lateinische Philologie, Platz der Universität 3, Room 1204

Lateinische Philologie des Mittelalters - *Medieval Latin*

Herr Prof. Dr. Frank Bezner

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Liberal Arts and Sciences (B.A. or B.Sc.)

Dr. Karin Moll / Mr. Thorsten Leiendecker

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Mathematik - *Mathematics*

PD Dr. Markus Junker

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Medienkulturforschung (M.A.) - *Media Culture Research (M.A.)*

Dr. Harald Hillgärtner

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Medienkulturwissenschaft (B.A.) - *Media Cultural Studies (B.A.)*

Dr. Harald Hillgärtner

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Medizin (Humanmedizin) - *Human Medicine*

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Meteorologie und Klimatologie - *Meteorology and Climatology*

PD Dr. Dirk Schindler

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Mikrosystemtechnik - *Microsystems Engineering*

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Dr. Andreas Greiner

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Mittelalter- und Renaissance-Studien (M.A.)

– *Medieval and Renaissance Studies (M.A.)*

Dr. Balázs J. Nemes

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Modern China Studies (M.A.)

Mr. Baigulahu Wang

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Moderne islamische Welt (M.A.) – Modern Muslim World (M.A.)

Dr. Katrin Simon

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Molekulare Medizin – Molecular Medicine

Ms. Sabine Binnering

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Address: Elsässer Str. 2m, first floor, Room 01 021

Musikwissenschaft (B.A. und M.A.) – Musicology (B.A. and M.A.)

Ms. Dr. Anne Holzmüller

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Neurowissenschaften (M.Sc.) – Neurosciences (M.Sc.)

Prof. Dr. Carsten Mehring

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Pflegewissenschaft (B.Sc. und M.Sc.) – Nursing Science (B.Sc. and M.Sc.)

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Pharmazeutische Wissenschaften (B.Sc. und M.Sc.)

– Pharmaceutical Sciences (B.Sc. und M.Sc.)

Dr. Mira Kuisle

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Pharmazie (Staatsexamen) - Pharmacy (State Examination)

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Philosophie - Philosophy

Mr. Alexander Bilda, M.A.

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Physik - Physics

For B.Sc. Physik, M.Sc. Physics and M.Sc. Applied Physics:



Where can I find more detailed information about my field of study?

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Politikwissenschaft (Bachelor-Studiengänge)

– Political Science (Bachelor programmes)

Mr. Andreas Kattler

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Address: Rempartstr. 15, Room 4312

Politikwissenschaft (M.A. und Staatsexamenstudiengänge)

– Political Science (M.A. and “Staatsexamen”programmes)

Ms. Cita Wetterich

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Provinzialrömische Archäologie (M.A.)

– Archaeology of Roman Provinces (M.A.)

Prof. Dr. Alexander Heising

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Psychologie (B.Sc., B.A. und M.Sc.) – Psychology (B.Sc., B.A. and M.Sc.)

and “Klinische Psychologie, Neuro- und Rehabilitationswissenschaften” (M.Sc.) - *Clinical Psychology, Neurosciences and Rehabilitation Sciences*, “Kognitionspsychologie, Lernen und Arbeiten” (M.Sc.) - *Cognitive Psychology, Learning and Work*

Dr. Yvonne Ziegler

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as well as on appointment

Dr. Michael Scheuermann

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Rechtswissenschaft (Erste juristische Prüfung)

– Law (First Examination in Law)

Mr. Daniel Kachel

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During semester break:

[www.jura.uni-freiburg.de/de/einrichtungen/studienfachberatung](http://www.jura.uni-freiburg.de/de/einrichtungen/studienfachberatung)

Address: Alte Uni, Room 212a

Ms. Lena Herbers

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During semester break:

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Rechtswissenschaft (Masterstudiengänge) – Law (Master's programs)

Ms. Laura Wisser

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Regarding changes in the semester break please note our homepage

<http://www.jura.uni-freiburg.de/internationales/kontakt>

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International Relations and Erasmus-coordination

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Regio Chimica (Transnational chemistry B.Sc. program between Freiburg and Mulhouse)

Ms. Brigitte Munding

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Renewable Energy Engineering and Management

Mr. Stefan Adler

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Romanistik - Romance Studies

for the B.A. programs „FrankoMedia“, „Französisch“, „IberoCultura“, „Italienisch“, „Katalanisch“, „Portugiesisch“, „Romanistik“, „Spanisch“), the dual-major B.A. program (Französisch, Spanisch, Italienisch) and the M.A. program „Romanistik“:

\* for Erasmus-Students:

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Office hour: Tue 18-19 Uhr

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Studienbüro Romanistik: Dr. Cynthia Dermakar

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Russian (Polyvalenter Zwei-Hauptfächer Bachelor)

– Russian (Polyvalent dual-major bachelor's degree program)

Ms. Christine Grillborzer

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Russlandstudien (B.A.) – Russian Studies (B.A.)

Ms. Christine Grillborzer

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Russlandstudien: Literatur, Geschichte und deutsch-russischer Kulturkontakt (M.A.) – Russian Studies: Literature, history and German-Russian cultural contact (M.A.)

Prof. Dr. Elisabeth Cheauré

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Sinologie (B.A.) – Sinology (B.A.)

Dr. Lanfen Guo

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Where can I find more detailed information about my field of study?

---

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Skandinavistik (B.A.) – Scandinavian Studies (B.A.)

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Homepage: [www.skandinavistik.uni-freiburg.de](http://www.skandinavistik.uni-freiburg.de)

Skandinavische Literatur- und Kulturgeschichte (M.A.)  
– Scandinavian Literary and Cultural History (M.A.)

also for the teaching degree programmes „Dänisch“ (Danish), „Schwedisch“ (Swedish), „Norwegisch“ (Norwegian)

Ms. Hanna Rinderle  
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Slavistik (B.A.) – Slavic Studies (B.A.)

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Slavische Philologie (M.A.) – Slavic Philology (M.A.)

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Social Sciences / Global Studies Programme (M.A.)

Ms. Caroline Janz

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Soziologie - Sociology

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Dr. Christian Dries (for M.A.)

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Sport / Sportwissenschaft - Sports Science

Ms. Dr. Katrin Röttger

(für Bachelor of Science Sportwissenschaft – Bewegung und Gesundheit)

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Mr. Felix Winterhalder

(für Polyvalenter Zwei-Hauptfächer Bachelorstudiengang, Master of Education für das Lehramt Gymnasium)

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Sustainable Materials (M.Sc.)

Profillinie Polymer Sciences

Where can I find more detailed information about my field of study?

---

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Sustainable Systems Engineering (M.Sc.)

Dr. Georg Ganzenmüller

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Theologie (Kath.) (B.A. und Magister)

- Theological Studies (B.A. and Magister)

Dr. Brigitte Schirmer

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Umweltnaturwissenschaften - Environmental Natural Sciences

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Umweltwissenschaften (M.Sc. multilingual)

- Environmental Sciences (M.Sc. multilingual)

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Ur- und frühgeschichtliche Archäologie (M.A.)

- Prehistoric and Medieval archaeology (M.A.)

Valerie Schoenenberg M.A.

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Volkswirtschaftslehre - Economics and Business Administration

Ms. Alena Bolanz (for M.Sc.)

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During the semester break: Mon 10-12 p.m.

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Mr. Antonio Farfán-Vallespín (for M.Sc. Economics)

E-mail: [mep@vwl.uni-freiburg.de](mailto:mep@vwl.uni-freiburg.de)

Office hour: Tue 10:30-11:30 a.m. and Wed 11:30 a.m.-12:30 p.m.

Tel.: +49 (0)761 / 203-2129

Address: Kollegiengebäude II, Room 2301

Vorderasiatische Altertumskunde und Altorientalische Philologie

- Ancient Near Eastern Studies

Prof. Dr. Regine Pruzsinszky

E-mail: [regine.pruzsinszky@orient.uni-freiburg.de](mailto:regine.pruzsinszky@orient.uni-freiburg.de)

Office hour: Wed 4-5 p.m. (advance notification), during the semester break on appointment

Address: Kollegiengebäude III, Room 3131



Where can I find more detailed information about my field of study?

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Vorderasiatische Altertumskunde und Vorderasiatische Archäologie  
– Ancient Near Eastern Studies and Near Eastern Archeology

Dr. Elisabeth Wagner-Durand

E-mail: [elisabeth.wagner@orient.uni-freiburg.de](mailto:elisabeth.wagner@orient.uni-freiburg.de)

Office hour: Wed 9-10 a.m., as well as on appointment. During the semester break on appointment.

Address: KG III, Room 3133

Waldwirtschaft and Umwelt - Forestry and Environment

and B.Sc.-minors „Holz und Bioenergie“ (Wood and Bioenergy), „Internationale Waldwirtschaft“ (International Forestry) as well as „Naturschutz und Landschaftspflege“ (Nature Conservation and Landscape Management)

Mr. Dirk Niethammer

E-mail: [dirk.niethammer@unr.uni-freiburg.de](mailto:dirk.niethammer@unr.uni-freiburg.de)

Phone: +49 (0)761 / 203-3602

Office hour: Mon, Thu respectively 10-12 a.m., as well as on appointment

Address: Tennenbacherstr. 4, fourth floor, Room 04 107

Wirtschaftswissenschaften – Economic Studies

Ms. Melanie Dunst (Polyvalent dual-major bachelor's degree program with the option of State Examination-Secondary School Teaching)

E-mail: [studienberatung@wiwi.uni-freiburg.de](mailto:studienberatung@wiwi.uni-freiburg.de)

Office hour: Mon 10-12 p.m. and Tue 10-12 p.m.

During the semester break: Mon 10-12 p.m.

Address: Room 2304

Ms. Lena Kumm (Master of Education)

E-mail: [lena.kumm@vwl.uni-freiburg.de](mailto:lena.kumm@vwl.uni-freiburg.de)

Office hour: on appointment

Phone: +49 (0)761 / 203- 67652

Zahnmedizin - Dentistry

Ms. Sandra Kaczmarek-Bender

Phone: +49 (0)761 / 270-47960

E-mail: [sandra.kaczmarek@uniklinik-freiburg.de](mailto:sandra.kaczmarek@uniklinik-freiburg.de)

Office hour: Tue till Fri respectively 10-11 a.m.

Address: Studiendekanat, second floor, Room 02 505

Ms. Martina Feldmeier

Phone: +49 (0)761 / 270-49210

E-mail: [martina.feldmeier@uniklinik-freiburg.de](mailto:martina.feldmeier@uniklinik-freiburg.de)

Office hour: daily 10-12 a.m.

Address: Studiendekanat, second floor, Room 02 506  
List of departmental student committees

The “Fachschaft” is made up of student members and deals with students concerns in relation to their faculty and studies as well as social support and support for the intellectual, musical and sporting interests of the students. Information on contact persons, and the place and times of the Fachschaft meetings can be found at the notices on the bulletin boards in the appropriate subject area.

D.s.c.=departmental student committee

#### D.s.c. Anglistik (Englisch)

Address: Belfortstr. 24 (2. OG), 79098 Freiburg

E-mail: [fachschaft@anglistik.uni-freiburg.de](mailto:fachschaft@anglistik.uni-freiburg.de)

Homepage: [www.anglistik.uni-freiburg.de/seminar/fachschaft](http://www.anglistik.uni-freiburg.de/seminar/fachschaft)

Facebook: [www.facebook.com/fsa.uni.freiburg](https://www.facebook.com/fsa.uni.freiburg)

#### D.s.c. Archäologie und Altertumswissenschaften

Address: IAW, Abt. für Klassische Archäologie, Fahrenbergplatz (4<sup>th</sup> floor)

E-mail: [fbarch-aw@iaw.uni-freiburg.de](mailto:fbarch-aw@iaw.uni-freiburg.de)

Homepage: [www.fbarch-aw.uni-freiburg.de](http://www.fbarch-aw.uni-freiburg.de)

#### D.s.c. Biologie

Address: Schänzlestr. 1 (Altbau, 1. OG)

E-mail: [fachschaft@biologie.uni-freiburg.de](mailto:fachschaft@biologie.uni-freiburg.de)

Homepage: [portal.uni-freiburg.de/fsbio](http://portal.uni-freiburg.de/fsbio)

Facebook: [www.facebook.com/pages/Fachschaft-Biologie-Uni-Freiburg/168505803265989](https://www.facebook.com/pages/Fachschaft-Biologie-Uni-Freiburg/168505803265989)

#### D.s.c. Chemie

Address: Hebelstraße 27 (3. OG)

Where can I find more detailed information about my field of study?

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E-mail: [fs@fschemie.uni-freiburg.de](mailto:fs@fschemie.uni-freiburg.de)

Phone: 203-6165

Facebook: [www.facebook.com/Fachschaft.Chemie.Uni.Freiburg/?fref=ts](https://www.facebook.com/Fachschaft.Chemie.Uni.Freiburg/?fref=ts)

Opening hours during the semester: Mon-Fri 12-1 p.m.

Committee session: Mon 6:30 p.m. (Hebelstraße 27 (3<sup>rd</sup> floor))

#### D.s.c. Erziehungswissenschaft

Address: Belfortstr. 24 (second floor), 79098 Freiburg

E-mail: [fezw.unifreiburg@gmail.com](mailto:fezw.unifreiburg@gmail.com)

Homepage: [www.fezw-freiburg.de](http://www.fezw-freiburg.de)

Facebook: „Fachschaft für Erziehungswissenschaft Universität Freiburg“

Meeting: Wednesday 6 p.m. at Belfortstraße 24, Konf 1.

#### D.s.c. Kulturanthropologie

Address: Maximilianstr. 15

E-mail: [fachschaft@kaee.uni-freiburg.de](mailto:fachschaft@kaee.uni-freiburg.de)

Homepage: [www.kaee.uni-freiburg.de/fachschaft-1](http://www.kaee.uni-freiburg.de/fachschaft-1)

Facebook: „Fachschaft Kulturanthropologie Freiburg“

([www.facebook.com/kulturanthropologiefreiburg](https://www.facebook.com/kulturanthropologiefreiburg))

#### D.s.c. Forst-Hydro-Umwelt

Address: Tennenbacher Str. 4

E-mail: [fachschaft@forst-hydro-umwelt.de](mailto:fachschaft@forst-hydro-umwelt.de)

Homepage: [www.forst-hydro-umwelt.de](http://www.forst-hydro-umwelt.de)

Facebook: [fb.com/ForstHydroUmwelt](https://fb.com/ForstHydroUmwelt)

Meeting: Mon 7 p.m., Tennenbacher Str. 4 (EG)

Office Hours: Thur 1-2 p.m.

#### D.s.c. Geographie

Address: Schreiberstr. 20

E-mail: [fachschaft@geographie.uni-freiburg.de](mailto:fachschaft@geographie.uni-freiburg.de)

Phone: 0761 2039355

Homepage: [fsgeo-freiburg.de](http://fsgeo-freiburg.de)

Meeting: Mon 8 p.m. in the D.s.c. room (1.OG)

#### D.s.c. Geowissenschaften

Address: Albertstr. 23-b, Room 0007 (ground floor)

E-mail: [fachschafft.geol-min@geologie.uni-freiburg.de](mailto:fachschafft.geol-min@geologie.uni-freiburg.de)

Meeting: Tuesday from 5 p.m.

Homepage: [portal.uni-freiburg.de/geologie/studium/fachschafft](http://portal.uni-freiburg.de/geologie/studium/fachschafft)

D.s.c. Germanistik

Address: Belfortstr. 24 (2.OG)

E-mail: [freiburgergermanisten@gmail.com](mailto:freiburgergermanisten@gmail.com)

Facebook: [www.facebook.com/freiburgergermanisten?fref=ts](https://www.facebook.com/freiburgergermanisten?fref=ts)

D.s.c. Geschichte

Address: Platz der Universität (KG IV, EG, Room 4044)

E-mail: [fachschafft@geschichte.uni-freiburg.de](mailto:fachschafft@geschichte.uni-freiburg.de)

Phone: 203-3368

Homepage: [www.fsgeschichte.uni-freiburg.de](http://www.fsgeschichte.uni-freiburg.de)

Facebook: [www.facebook.com/fsgFR](https://www.facebook.com/fsgFR)

D.s.c. Griechische und Lateinische Philologie

Address: Platz der Universität 3 (KG I, 2.OG)

E-mail: [fachschafft.altphil@googlemail.com](mailto:fachschafft.altphil@googlemail.com)

Phone: 203-3127 (Geschäftszimmer)

Homepage: [www.altphil-freiburg.de](http://www.altphil-freiburg.de)

D.s.c. Interdisziplinäre Anthropologie

Address: Belfortstraße 20 (EG)

E-mail: [fs.anthropologie@mail.uni-freiburg.de](mailto:fs.anthropologie@mail.uni-freiburg.de)

Homepage: [www.master-anthropologie.uni-freiburg.de/fachschafft](http://www.master-anthropologie.uni-freiburg.de/fachschafft)

D.s.c. Klassische Archäologie

Address: Archäologische Wissenschaften

Abteilung Klassische Archäologie

Rektoratsgebäude Fahrenbergplatz (4. OG)

E-mail: [fachschafft@archaeologie.uni-freiburg.de](mailto:fachschafft@archaeologie.uni-freiburg.de)

Homepage: [www.fbarch-aw.uni-freiburg.de](http://www.fbarch-aw.uni-freiburg.de)

D.s.c. Kognitionswissenschaft und Genderforschung

Address: Hebelstraße 10

E-mail: [fachschafft@cognition.uni-freiburg.de](mailto:fachschafft@cognition.uni-freiburg.de)

Where can I find more detailed information about my field of study?

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Homepage: [www.fskw-freiburg.de](http://www.fskw-freiburg.de)

D.s.c. Kunstgeschichte

Address: Belfortstr. 24 (2<sup>nd</sup> floor), 79098 Freiburg

E-mail: [fachschaft@kunstgeschichte.uni-freiburg.de](mailto:fachschaft@kunstgeschichte.uni-freiburg.de)

Homepage: [www.kunstgeschichte.uni-freiburg.de/institut/fachschaft](http://www.kunstgeschichte.uni-freiburg.de/institut/fachschaft)

Facebook: [www.facebook.com/FachschaftKunstgeschichteFreiburg](https://www.facebook.com/FachschaftKunstgeschichteFreiburg)

D.s.c. Mathematik

Address: Ernst-Zermelo-Str. 1 (EG, Raum 011)

E-mail: [fachschaft@math.uni-freiburg.de](mailto:fachschaft@math.uni-freiburg.de)

Phone: 203-5649

Homepage: [fachschaft.mathematik.uni-freiburg.de/](http://fachschaft.mathematik.uni-freiburg.de/)

D.s.c. Medizin (OFaMed)

Address: Hermann-Herder-Str. 9 (Alte Pharmazie)

E-mail: [mail@ofamed.de](mailto:mail@ofamed.de)

Phone: 203-5440

Homepage: [www.ofamed.de](http://www.ofamed.de)

D.s.c. Molekulare Medizin

Address: c/o OFaMed, Hermann-Herder-Str. 9

E-mail: [fachschaft@fmm.uni-freiburg.de](mailto:fachschaft@fmm.uni-freiburg.de)

Homepage: [www.fmm.uni-freiburg.de](http://www.fmm.uni-freiburg.de)

Facebook: [www.facebook.com/MolekulareMedizinFreiburg](https://www.facebook.com/MolekulareMedizinFreiburg)

D.s.c. Pharmazie

Hermann-Herder-Straße 9

Phone: 203-4910 (only during the meeting time)

E-mail: [fachschaft@pharmazie.uni-freiburg.de](mailto:fachschaft@pharmazie.uni-freiburg.de)

Facebook: [www.facebook.com/pages/Fachschaft-Pharmazie-Universit%C3%A4t-Freiburg/125961610892716?ref=ts](https://www.facebook.com/pages/Fachschaft-Pharmazie-Universit%C3%A4t-Freiburg/125961610892716?ref=ts)

Homepage: [pharmshare.org/offen](http://pharmshare.org/offen)

D.s.c. Philosophie

Address: Belfortstr. 24 (2.OG)

E-mail: [fachschaft@philo-freiburg.de](mailto:fachschaft@philo-freiburg.de)

Phone: 203-3839

Homepage: [www.philo-freiburg.de](http://www.philo-freiburg.de)

See homepage and posting in the departmental library for dates

D.s.c. Physik

Address: Hermann-Herder-Str. 3 (Westbau, Keller)

E-mail: [fachschaft@physik.uni-freiburg.de](mailto:fachschaft@physik.uni-freiburg.de)

Homepage: [fachschaft.physik.uni-freiburg.de](http://fachschaft.physik.uni-freiburg.de)

Facebook: [www.facebook.com/fsphysikfreiburg](http://www.facebook.com/fsphysikfreiburg)

D.s.c. Politik

Address: Platz der Universität (KG IV, EG, Room 4044)

E-mail: [fspolitik@stura.org](mailto:fspolitik@stura.org)

Phone: 203-3368

Homepage: [www.fspolitik.de](http://www.fspolitik.de)

Facebook: [www.facebook.com/fspolitikfreiburg](http://www.facebook.com/fspolitikfreiburg)

Meeting every Monday at 8 p.m. in Room 4044 (KGIV)

D.s.c. Psychologie

Address: Engelbergerstr. 41

E-mail: [fachschaft@psychologie.uni-freiburg.de](mailto:fachschaft@psychologie.uni-freiburg.de)

Homepage: [www.fspsy.uni-freiburg.de](http://www.fspsy.uni-freiburg.de)

Facebook:

[www.facebook.com/Psychofachschaft.Freiburg?hc\\_location=stream](http://www.facebook.com/Psychofachschaft.Freiburg?hc_location=stream)

Meeting every Thursday, 6-8 p.m. in the room of the departmental student committee ("Fachschaftshäuschen")

D.s.c. Rechtswissenschaften

Address: Platz der Alten Synagoge 1 (KG II, EG)

E-mail: [fachschaft@jura.uni-freiburg.de](mailto:fachschaft@jura.uni-freiburg.de)

Phone: 203-2136

Homepage: [www.jura.uni-freiburg.de/fachschaft/](http://www.jura.uni-freiburg.de/fachschaft/)

D.s.c. Fachbereich RegioKulturwissenschaften

(Islamic Studies, Sinology, Jewish Studies)

Address: Platz der Universität (KG III, 1.OG, Seminar)

E-Mail: [fs.islamwissenschaft.freiburg@gmail.com](mailto:fs.islamwissenschaft.freiburg@gmail.com);

Where can I find more detailed information about my field of study?

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*fs-judaistik-freiburg@hotmail.de*

(Sinology see below)

Phone: 203-3144 (Seminar)

D.s.c. Romanistik (Französisch, Italienisch, Portugiesisch, Rumänisch und Spanisch)

Address: Platz der Universität 3

E-mail: *fachschaft@romanistik.uni-freiburg.de*

Homepage: *www.romanistik.uni-freiburg.de/fachschaft*

Meeting every Wednesday at 8 p.m., lecture hall 1278

D.s.c. Sinologie

Address: Erbprinzenstraße 12, 4<sup>th</sup> floor

E-mail: *sinofach@sinologie.uni-freiburg.de*

Homepage: *www.sinologie.uni-freiburg.de/studium/fachschaft1*

Facebook: *www.facebook.com/fachschaftsinologiefreiburg/?fref=ts*

D.s.c. Skandinavistik

Address: Platz der Universität 3 (KG III, 5. OG)

E-mail: *fachschaft@skandinavistik.uni-freiburg.de*

Homepage: *sites.google.com/site/fsskandinavistikunifreiburg*

Facebook: *www.facebook.com/pages/Skandinavistik-Freiburg/131124473632594?ref=bookmarks*

D.s.c. Slavistik

Address: Werthmannstraße 14

E-Mail: *fachschaft-slavistik@mail.stura.uni-freiburg.de*

Homepage: *https://www.slavistik.uni-freiburg.de/fachschaft*

Facebook: *https://www.facebook.com/FachschaftSlavistikUniFreiburg*

D.s.c. Soziologie, Gender Studies

Address: Platz der Universität (KG IV, EG, Room 4044)

E-mail: *fachschaft@soziologie.uni-freiburg.de*

Phone: 203-3368

Homepage: *www.soziologie.uni-freiburg.de/fachschaft*

Meeting every Wednesday from 8 to 10 p.m., Room 4044

D.s.c. Sport

Address: Schwarzwaldstr. 175

E-mail: [fachschafft@sport.uni-freiburg.de](mailto:fachschafft@sport.uni-freiburg.de)

Homepage: [www.sport.uni-freiburg.de/fachschafft](http://www.sport.uni-freiburg.de/fachschafft)

D.s.c. Technische Fakultät

Address: Georges-Köhler-Allee 51 (Room 00 028)

E-mail: [fs@fachschafft.tf.uni-freiburg.de](mailto:fs@fachschafft.tf.uni-freiburg.de)

Phone: 203-8103 (Institute)

Homepage: [fachschafft.tf.uni-freiburg.de](http://fachschafft.tf.uni-freiburg.de)

D.s.c. Theologie

Address: Platz der Universität 3

E-mail: [fachschafft@theol.uni-freiburg.de](mailto:fachschafft@theol.uni-freiburg.de)

Phone: 203-2028 (only by arrangement)

Homepage: [portal.uni-freiburg.de/fs-theologie](http://portal.uni-freiburg.de/fs-theologie)

Meeting every Thursday in VZ 6 p.m. c.t., in Room 1336

D.s.c. Ur- und Frühgeschichte

Address: Belfortstr. 22 (2.OG)

E-mail: [ufg-freiburg@gmx.de](mailto:ufg-freiburg@gmx.de)

Phone: 203-3383 (Sekretariat)

Homepage: [www.ufg.uni-freiburg.de/studvertretung](http://www.ufg.uni-freiburg.de/studvertretung)

D.s.c. Vorderasiatische Altertumskunde

Address: Platz der Universität 3 (KG III)

E-mail: [VA-fachschafft@web.de](mailto:VA-fachschafft@web.de)

Homepage: [www.fbarch-aw.uni-freiburg.de/unser-fachbereich/fachgruppen/vorderasiatische-altertumskunde](http://www.fbarch-aw.uni-freiburg.de/unser-fachbereich/fachgruppen/vorderasiatische-altertumskunde)

D.s.c. Wirtschaftswissenschaften

Address: Platz der Alten Synagoge 1 (KG II, 2009)

E-mail: [fachschafftwiwi@vwl.uni-freiburg.de](mailto:fachschafftwiwi@vwl.uni-freiburg.de)

Phone: 203-2401

Homepage: [www.fachschafft-vwl.uni-freiburg.de](http://www.fachschafft-vwl.uni-freiburg.de)

Facebook: [de-de.facebook.com/FachschafftFreiburg.WiWi](https://de-de.facebook.com/FachschafftFreiburg.WiWi)

Meeting every Thur 8- 10 p.m., room 2121



Where can I find more detailed information about my field of study?

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D.s.c. Zahnmedizin (VSZF e.V.)

Address: Hugstetter Straße 55, 79106 Freiburg

E-mail: [zmk-fachschaft@uniklinik-freiburg.de](mailto:zmk-fachschaft@uniklinik-freiburg.de)

Homepage: [www.zahnisfreiburg.de](http://www.zahnisfreiburg.de)

# Where can I improve my German and other foreign languages?

## Language Teaching Centre – Sprachlehrinstitut

SLI offers language courses in more than 20 languages, e.g. English, German, Italian, Persian, Swahili or Modern Greek at different language levels. In addition, conversation courses, courses for special purposes and preparatory courses for language examinations are offered. Small

course groups and intensive support by motivated and dedicated instructors as well as the possibility to improve one's language skills in the language laboratory ensure a high rate of success in learning.



### Contact

Sprachlehrinstitut (SLI)

Universitätsstraße 5

79098 Freiburg

Phone: +49 (0)761 203-3224/-8983; Fax: +49 (0)761 203-3516

E-mail: [info@sl.i.uni-freiburg.de](mailto:info@sl.i.uni-freiburg.de)

Opening hours: see website

[www.sli.uni-freiburg.de/home-en](http://www.sli.uni-freiburg.de/home-en)

## Intensive Courses German and English

### – Summer and Winter University

Four-week intensive German and English courses are offered to international students in March, July, August and September (in July only German). In addition, the SLI organizes German specific purpose courses in

August and September: German and English for Business and Economics, German for the Tourist Industry, Medical German, German for Natural Sciences and Engineering as well as a German Teacher Training course.

### **Contact**

Sprachlehrinstitut (SLI)  
Summer and Winter University  
Universitätsstraße 5  
79098 Freiburg  
Nadiia Dobrodyeyeva, Dr. Margarete Zink  
Phone: +49 (0)761 203-8980; Fax: +49 (0)761 203-8959  
E-mail: [sommer.winter@sl.i.uni-freiburg.de](mailto:sommer.winter@sl.i.uni-freiburg.de)  
[www.sli.uni-freiburg.de/summer-winter](http://www.sli.uni-freiburg.de/summer-winter)

### **Autonomous Language Learning**

The Language Teaching Centre offers students two language labs for autonomous language learning purposes. The labs provide 34 working stations and access to a wealth of training material for over 50 languages.

### **Contact**

Language Laboratory 3, R 1030/KG I  
Language Laboratory 4, R 1028/KG I  
Rosanna Pedretti, R 01007/SLI  
Phone: +49 (0)761 203-3273; Fax: +49 (0)761 203-3516  
E-mail: [rosanna.pedretti@sl.i.uni-freiburg.de](mailto:rosanna.pedretti@sl.i.uni-freiburg.de)  
Office hours: Wed 9 a.m. – 12 a.m. and on appointment  
[www.sli.uni-freiburg.de/selflearning/Sprachlabor-en](http://www.sli.uni-freiburg.de/selflearning/Sprachlabor-en)

### **Language Learning Advising**

The advising team will be offering one-to-one advising to explore resources and opportunities available to you to structure a path towards your personal language goals. Our advising services are based upon the quality standards of the Common European Framework for Languages (CEF). To make an appointment please contact the advising team via E-mail. We will be glad to welcome you in the Language Lab 4.

### **Contact**

Sprachlehrinstitut (SLI)  
Language Lab 4, R 1028 / KGI  
Rosanna Pedretti  
E-mail: [rosanna.pedretti@sl.uni-freiburg.de](mailto:rosanna.pedretti@sl.uni-freiburg.de)  
[www.sli.uni-freiburg.de/selflearning/Sprachlabor-en/selfstudyarea](http://www.sli.uni-freiburg.de/selflearning/Sprachlabor-en/selfstudyarea)

### **Language Tandems**

The SLI also organises language tandems. The aim of a tandem is to promote the exchange of language and culture through a language partnership. In a language tandem, two people, with different native tongues, work together to learn with and from one another.

### **Contact**

Sprachlehrinstitut (SLI)  
Language Lab 4, R 1028/KG I  
E-mail: [tandem@sl.uni-freiburg.de](mailto:tandem@sl.uni-freiburg.de)  
Facebook: [www.facebook.com/sli.sprachlehrinstitutunifreiburg](http://www.facebook.com/sli.sprachlehrinstitutunifreiburg)

## Language Institute for international students

At the „Sprachenkolleg für ausländische Studierende“, German is taught to international study applicants on the level A1-C1. Students are prepared for the entrance test of the Studienkollegs and for the language test of the universities. Participants of the C1 have the possibility of passing the DSH at the end of the course. The DSH is organised by the Language Teaching Center of the University of Freiburg (SLI) in cooperation with the Sprachenkolleg.

### Contact

Sprachenkolleg für ausländische Studierende

Kappler Straße 57a

79117 Freiburg

Phone: +49 (0)761 611 03-0; Fax: +49 (0)761 611 03-15

E-mail: [info@sprachenkolleg.de](mailto:info@sprachenkolleg.de)

[www.sprachenkolleg.de](http://www.sprachenkolleg.de)

## Other language courses

Aside from the university, a large range of language courses are also available at the Freiburger Volkshochschule ([www.vhs-freiburg.de](http://www.vhs-freiburg.de)) and the Bildungszentrum der Erzdiözese ([www.bildungszentrum-freiburg.de](http://www.bildungszentrum-freiburg.de))

There are also a number of private language schools. A number of institutes which cooperate with the university also offer language courses:

### Center for French Studies

The Frankreich-Zentrum is an establishment of the university which is involved in research and teaching of contemporary France. It offers post-graduate studies, colloquiums and symposiums. In September, a one-week summer course takes place which is aimed at persons with a general interest in France, who would like to refresh and deepen their knowledge in French language and culture.

#### Contact

Frankreich-Zentrum  
Haus zur Lieben Hand  
Löwenstraße 16  
79098 Freiburg  
Phone: +49 (0)761 203-96768, -2007, -2009, -8974, -8973  
Fax: +49 (0)761 203-2006  
E-mail: [frankreich-zentrum@fz.uni-freiburg.de](mailto:frankreich-zentrum@fz.uni-freiburg.de)  
[www.fz.uni-freiburg.de](http://www.fz.uni-freiburg.de)

### Konfuzius-Institut

The Konfuzius-Institut at the University of Freiburg holds Chinese language courses for beginners and advanced students.

#### Contact

Konfuzius-Institut at the University of Freiburg  
Turmstraße 24, 1. OG  
79085 Freiburg i.Br.

Phone: +49 (0)761 203-97880 (Secretariat)  
E-mail: [brennig@ki-freiburg.de](mailto:brennig@ki-freiburg.de)  
[www.ki-freiburg.de](http://www.ki-freiburg.de)

### **Carl-Schurz-Haus (German-American Institute)**

English courses are part of the offerings at the Carl-Schurz-Haus.

#### **Contact**

Carl-Schurz-Haus (Deutsch-Amerikanisches Institut e.V.)  
Eisenbahnstraße 62  
79098 Freiburg  
Phone: (0761) 55 65 27-0  
E-mail: [info@carl-schurz-haus.de](mailto:info@carl-schurz-haus.de)  
[www.carl-schurz-haus.de](http://www.carl-schurz-haus.de)

### **Centre Culturel Français**

French courses are part of the offerings at the Centre Culturel Français.

#### **Contact**

Centre Culturel Français Freiburg e.V.  
Kornhaus, Münsterplatz 11  
79098 Freiburg  
Phone: +49 (0)761 207-390; Fax: +49 (0)761 207-3922  
E-mail: [info@ccf-fr.de](mailto:info@ccf-fr.de)  
[www.ccf-fr.de](http://www.ccf-fr.de)

### **Goethe Institute Freiburg**

At the Goethe-Institut Freiburg, you can successfully learn German for your job, studies or everyday life.

#### **Contact**

Goethe-Institut Freiburg  
Wilhelmstraße 17  
79098 Freiburg, Deutschland  
Phone: +49 (0)761 38671-0; Fax: +49 (0)761 38671-15  
E-mail: [freiburg@goethe.de](mailto:freiburg@goethe.de)  
[www.goethe.de/ins/de/ort/fre](http://www.goethe.de/ins/de/ort/fre)

### **iOR Language Institute**

German courses, English courses and other languages for participants from all around the world.

#### **Contact**

iOR Sprachschule Freiburg  
Hans-Sachs-Gasse 9, 79098 Freiburg  
Phone: +49 (0)761 8817000; Fax: +49 (0)761 88170013  
E-mail: [info@ior-germany.de](mailto:info@ior-germany.de)  
[www.ior-sprachschule.com](http://www.ior-sprachschule.com)

### **Language School ALPADIA Freiburg**

Language courses for international students / German as foreign language.

#### **Contact**

ALPADIA Freiburg  
Werthmannstrasse 18  
79098 Freiburg  
Tel .: +49 (0)761 1373230; Fax: +49 (0)761 382476  
E-mail: [freiburg@alpadia.com](mailto:freiburg@alpadia.com)  
[www.alpadia.com](http://www.alpadia.com)

### **Sprachschule zum Ehrstein**

German courses for international students – all levels, preparation for the DWSH-Prüfung.

#### **Contact**

Erbprinzenstr. 1  
Phone: +49 (0)761 4002851  
E-mail: [info@ehrstein.de](mailto:info@ehrstein.de)  
[www.ehrstein.de](http://www.ehrstein.de)



# Does the university offer any other special courses for international students?

## The Students Program Baden-Württemberg (STUBE -BW)



**Das Studienbegleitprogramm**



**für Studierende aus Afrika,  
Asien, Lateinamerika und Ost-  
europa in Baden-Württemberg!**

Would you like to meet people from across the world and learn new things in the fields of development and politics? Would you like to share your experience and ideas and have fun in doing so? Would you like to get involved and make an impact?

### **Then STUBE-BW is the right place for you!!**

STUBE stands for development-related programme for and by students from Africa, Asia, Latin America and Eastern Europe. It offers seminars pertaining to fascinating topics, which complement your studies and relate to the situations in your home countries.

The STUBE-BW seminars are practice-oriented and cross-cultural.

Does the university offer any other special courses for international students?

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🖱 [www.stubebw.de/en/offers/seminare/jahresprogramm-2](http://www.stubebw.de/en/offers/seminare/jahresprogramm-2)

### **Contact**

E-mail: [stubesekretariat@stube-bw.de](mailto:stubesekretariat@stube-bw.de)  
[www.stubebw.de](http://www.stubebw.de)

## **Experiment e.V. – The Experiment in international living**

### **Living together. Learning together**



As a non-profit organization we are cost-conscious and are primarily supported by over 600 volunteers. Any financial surpluses go primarily toward scholarship programs to enable exchange regardless of financial status.

#### International Students in Germany:

Are you a student at a German university or college? Would you like to discover a completely different side of Germany by staying for two weeks with a host family? Then you might be interested in our homestay program for international students. We offer two-week homestays during the semester breaks and during the Easter and Christmas holidays.

#### Homestay for refugees that study in Germany:

If you are a refugee and study at a German university you can apply for our special homestay program during the summer months.

#### Location of the homestay:

The host family placement will be outside of your university city. We cannot consider regional preferences.

#### Program Fee:

The program fee is 40 Euros. You also have to come up with your personal expenses during the two weeks. All other costs including the transportation

to the host family will be paid by Experiment e.V. with the support of the Ministry of Foreign Affairs.

Application:

The application deadline is eight weeks prior to the start of the homestay. The application form can be downloaded at:

*[www.experiment-ev.de/foreign-visitors/foreign-students-in-germany](http://www.experiment-ev.de/foreign-visitors/foreign-students-in-germany)*

**Contact**

Bundesgeschäftsstelle

Gluckstraße 1, 53115 Bonn

Gastfamilien- und Gruppenprogramme

Phone: +49 (0)228 / 95 722 24; Fax: +49 (0)228 / 35 82 82

E-mail: *[mentel@experiment-ev.de](mailto:mentel@experiment-ev.de)*

*[www.experiment-ev.de/foreign-visitors](http://www.experiment-ev.de/foreign-visitors)*

# Are cross-border studies possible in Freiburg?

## **Studying in three countries with Eucor – The European Campus**



Do you want to have an international education, think outside the box and study in France and Switzerland? Within a radius of only 200 kilometers from the University of Freiburg, you can take advantage of all that the European Confederation of Universities in the Upper Rhine, Eucor – The European Campus has to offer. You have the chance to take free classes in all five Eucor universities that are easily integrated into your course of study.

Along with the University of Freiburg, the following four additional universities in Germany, France and Switzerland are members of the confederation:

- University of Basel
- Université de Haute Alsace, Mulhouse
- Karlsruhe Institute of Technology
- Université de Strasbourg

When you are enrolled in any one of the five Eucor universities, you enjoy all the same rights of use and perks the other students have there too, including taking classes without having to pay extra tuition fees. You receive ECTS credits at the University of Freiburg for the courses you take elsewhere too. In addition, the European Campus regularly offers seminars for undergraduate, graduate and doctoral students on intercultural topics such as how to apply for jobs, internships and other opportunities in an intercultural context.

Interested? Now is the time to plan your three-country education at the European Campus!

For further information, visit the Websites for the University of Freiburg and Eucor – The European Campus:

🖱 [\*www.eucor-uni.org/en/studies/\*](http://www.eucor-uni.org/en/studies/)

🖱 [\*www.eucor-uni.org/en/\*](http://www.eucor-uni.org/en/)

# What do I need to observe during my studies?

## Semester registration

Students who are already enrolled at the University of Freiburg and wish to continue studying have to renew their enrollment by transferring the social and administrative fee as well as the tuition fees. Payment is made by bank transfer. The required information will be taken from the information form "Actung Rückmeldung". It is also possible to complete the renewal of enrolment online with direct debit. Further information is available from:

 [www.studium.uni-freiburg.de/en/student-services/registration?set\\_language=en](http://www.studium.uni-freiburg.de/en/student-services/registration?set_language=en)

### Deadline for Renewal of Enrolment

For the winter term 2018/19: 1st June to 15th August

## Changing fields

Applications for changing course of study and/or applications for the extension of short-term studies (i.e. without graduation) need to be done within the mentioned deadline for the renewal of enrolment (see deadline „Semester registration“). This does not apply to restricted fields of study.

To do so, please come to the Student Service Center, International Admissions and Services (IAS), Sedanstr. 6, first floor, room 01 020.

According to § 60 Abs. 2 Nr. 5 of the Landeshochschulgesetzes, every applicant who wants to change her/his course of study in the third semester

or later, has to bring written proof of course counseling on the desired field of study. Course counseling is a responsibility of the faculty.

If the desired course of study is one for which there are admission restrictions, the regular application procedure with the corresponding deadlines must be observed. At the same time, the renewal of enrolment (see deadline „Semester registration“) for the course of study undertaken to that point is to be carried out.

A change of subject or new enrollment has to be completed by 31.3 at the latest for the summer semester and 30.9 for the winter semester.

Please observe the posters with indications on renewal of enrolment.

 [www.studium.uni-freiburg.de/en/student-services/changing-fields-etc](http://www.studium.uni-freiburg.de/en/student-services/changing-fields-etc)

## **Leaves of absence**

Students who would like to take a leave of absence can do so within the deadline for renewal of enrolment. Leave is generally only possible for two semesters and can only take place due to specific reasons (for example, studies at a foreign university, sickness, etc).

Students taking a leave of absence stay enrolled and have to pay semester and the student contribution. The basic fee for the “SemesterTicket” are not demanded (you can’t get a SemesterTicket in this time).

Your health insurance cover remains valid. Leave not counted as subject-related semesters but as university semesters.

Specifics concerning enrolment, changing course of study, etc are governed by the “Zulassungs- und Immatrikulationsordnung” of the University of Freiburg.

Appointments and special indications for the respective semester will be made known through postings or can be read at:

 [www.studium.uni-freiburg.de/en/student-services/leave-of-absence](http://www.studium.uni-freiburg.de/en/student-services/leave-of-absence)



## Renewing your residency permit

Please observe that the residence permits which you are issued are usually temporary. For this reason please apply for the extension of your residence permit with sufficient time to spare. If the deadline is not abided by, there is a risk that the Aliens Office will have to make a report to the public prosecutor.

The extension of the residence permit is made by the Immigration Office of the City of Freiburg, Berliner Allee 1, 79114 Freiburg, provided you live in Freiburg. If you live outside of Freiburg, the Landratsamt of the respective district is responsible. A fee is charged for the extension. Certification of enrolment (Studienbescheinigung) from the university is to be provided.

Non-EU citizens must renew or extend their visas before they expire at the immigration authorities for the city of Freiburg:

You can find further information at:

🔗 [www.freiburg.de/Auslaenderbehoerde](http://www.freiburg.de/Auslaenderbehoerde)

🔗 [www.bamf.de/EN/Startseite/startseite-node.html](http://www.bamf.de/EN/Startseite/startseite-node.html)

🔗 [www.freiburg.de/pb/site/Freiburg/get/params\\_E-718856068/327403/Aufenthaltserlaubnis\\_fuer\\_Studierende.pdf](http://www.freiburg.de/pb/site/Freiburg/get/params_E-718856068/327403/Aufenthaltserlaubnis_fuer_Studierende.pdf) **(in German only)**

# Where can I meet other international and German students?

## International Groups



## **AFS (American Field Service ) Komitee Freiburg e.V.**

The AFS Komitee Freiburg e.V. is a worldwide organization for youth exchange, volunteer service, and intercultural learning. It is a non-profit organization that is primarily supported by the dedication of over 3000 volunteers.

If you're interested in finding out more, simply come to one of our events. Ask per Mail for upcoming events!

### **Contact**

Lea Berger (Coordinator)

E-mail: [leaclaber@gmail.com](mailto:leaclaber@gmail.com)

Annika Lutz (Student contact)

E-mail: [rebecca.annika@gmail.com](mailto:rebecca.annika@gmail.com)

Homepage: [www.afs-freiburg.de](http://www.afs-freiburg.de)

Facebook: AFS Freiburg



## Arabisch-Deutscher Kulturverein e.V. Freiburg

### Freiburg Arab-German Cultural Association

The Arab-German Cultural Association is a forum for Arabs and Germans who are interested in Arab culture. We organize cultural, artistic, and social programs and projects in order to bring Arabs and Germans in Freiburg and the region together and promote direct exchange between them. The important thing about our activities is not just the outcome, but also the cooperation itself.



#### Our goals

- to encourage and intensify contact and exchange between Arabs and Germans.
- to present the great diversity of Arab culture in Germany.
- to bring Arabs and Germans together to cooperate on cultural, artistic, and social programs.

#### **Contact**

Moustafa El Kady

Phone: +49 (0)160 8742714

E-mail: [info@bruecke-reisen.de](mailto:info@bruecke-reisen.de)

Where can I meet other international and German students?

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## **Bulgarischer Studierendenverein ,Prof. Ivan Schischmanov‘, Freiburg**

**Bulgarian Student Organisation ,Prof. Ivan Schischmanov‘, Freiburg**

### **Contact**

Elena Yocheva

E-mail: *BSV-Schischmanov@io.uni-freiburg.de*

*<https://www.facebook.com/groups/244845155891888/>*

## **bvmd – Austausch Lokalvertretung Freiburg - für Studierende der Medizin**

### **bvmd-Exchange Local Representation Freiburg - for medicine students**

We help to arrange placements for clinical traineeships and other projects abroad (e.g. public health, research exchange), assist with the application for contributions to travel costs and provide on site supervision for international students.



#### **Contact**

Hermann-Herder-Str. 9, 79104 Freiburg

Phone: +49 (0) 761 203-5440

E-mail: [austausch@ofamed.de](mailto:austausch@ofamed.de)

[www.ofamed.de](http://www.ofamed.de) or [www.bvmd.de/unsere-arbeit/austausch](http://www.bvmd.de/unsere-arbeit/austausch)

Where can I meet other international and German students?

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## **Deutsch-Rumänische Studienvereinigung (DRStV)**

### **German-Romanian Student Association (DRStV)**

Societatea Mihai Eminescu

#### **Contact**

Dr. Elsa Lüder

c/o Romanisches Seminar

Phone: +49 (0)761 203-3206 or +49 (0)761 285-3540

*[elsa.lueder@romanistik.uni-freiburg.de](mailto:elsa.lueder@romanistik.uni-freiburg.de)*

## ELSA - The European Law Students' Association

ELSA is the world's largest independent law students' association. ELSA provides opportunities for international exchange, diversified legal education and personal professional development for law students and young lawyers.

### **More information:**

E-mail: [info@elsa-freiburg.de](mailto:info@elsa-freiburg.de)

[www.elsa-freiburg.de](http://www.elsa-freiburg.de)

<http://www.facebook.com/elsafreiburg/>





## **Evangelische Chinesische Bibelgruppe Freiburg**

### **Freiburg Protestant Chinese Bible Group**

We are a Chinese-speaking Protestant group which meets to read from the Bible, speak about the text, and celebrate a worship service on Sundays. Afterwards, we sing and chat and amuse ourselves.



Our meetings take place on:

Fridays at 7.00 p.m. and Sundays at 10.30 a.m. at  
Breisacher Tor, Rempartstraße 4, 2.floor, room 206

We have again planned a welcoming party on the October 19th, 2018. You are warmly invited. For more information, please contact us.

#### **Contact**

Dr. Weihong Peng

Phone: +49 (0)761 15281685

Handy: +49 (0) 176 95847235

E-mail: [weihong.peng@gmail.com](mailto:weihong.peng@gmail.com)

QQ: 1928348995

WeChat: [drwhpeng\\_de](#)

## Evangelische Studierendengemeinde (ESG)

### Protestant Student Congregation (ESG)

ESG is member of WSCF (world Christian student federation)

#### WHERE AND WHO WE ARE

Students of the university and of all colleges meet in the middle of the Wiehre, right next to the Christus Church, in a beautiful old house with flair and garden for celebrations, talk together and eat spaghetti; to help each other in the "testing stress" or "lovesickness" and to exchange ideas about how to change inner and outer worlds.

Evangelical, also ecumenical and interreligious.



Every wednesday (during the semester) at 6 p.m. our social meeting – home evening takes places. We meet regularly in the ESG to eat, to celebrate devotions, for discussions and much more (see homepage).

Maybe you already have a few questions you'd like to ask? Then just stop by at the ESG and say hello. We are looking forward to meet you! See you soon!

#### Contact

Haus der ESG

Phone: +49 (0)761 741-44

E-mail: [esg@esg-fr.de](mailto:esg@esg-fr.de)

[www.esg-fr.de](http://www.esg-fr.de)

#### **Welcome** to our meetings:

Protestant student church service or prayer: Wednesdays at 6:00 p.m. (see: [www.esg-fr.de](http://www.esg-fr.de))

ESG Forum: Wednesdays 8:00 p.m. (for more details and more activities see: [www.esg-fr.de](http://www.esg-fr.de))

## Freiburger Nepalesische Gemeinschaft (FNA)

### Freiburger Nepalese Association e. V. (FNA)

The Freiburger Nepalese Association was established by Nepalese students, families and residents. Everyone who is interested in our work is very welcome to join our association.

Objectives of our association are:

- To promote education in rural areas of Nepal.
- To build up a Nepalese community in Freiburg.
- To award scholarships for the promotion of education in Nepal by funding children, who are strongly motivated to study but are unable to afford their education.
- To promote Nepalese culture in Freiburg by performing various cultural activities, screening documentary films etc.
- To build up a Nepalese community in Freiburg.
- To guide new Nepalese students at the University of Freiburg and to counsel visitors travelling Nepal.

FNA cordially welcomes everyone for their participation in fulfilling the above objectives. For further queries, please feel free to contact us. Together we can work for a good cause.



### Contact

Shankar Bogati

Freiburger Nepalese Association e.V

Phone: +49 (0) 176 20599508

E-mail: [fna.ev.2010@gmail.com](mailto:fna.ev.2010@gmail.com)

Facebook: [www.facebook.com/pages/Freiburger-Nepalese-Association](https://www.facebook.com/pages/Freiburger-Nepalese-Association)

Homepage: [www.fna-ev.de](http://www.fna-ev.de)

## **Gemeinschaft für studentischen Austausch in Mittel- und Osteuropa e.V.**

**Union for Student Exchange in Central and Eastern Europe (GFPS e.V.)**

GFPS is a student organization since 1984 which is represented in almost all German university towns. We award semester-long scholarships for Polish, Czech, and Belarusian students, and in return partner associations welcome students from Germany for studies abroad. Current projects include a German-Polish tandem language course, so called “city days”, the “Quadrat” with workshops, and many other events.



**Gemeinschaft  
für studentischen  
Austausch in  
Mittel- und  
Osteuropa e.V.**

All, who are interested, are welcome to participate and contribute their ideas to the group.

### **Contact**

GFPS-Stadtgruppe Freiburg c/o Martin Faber

Kunzenweg 2

79117 Freiburg

E-mail: [faber@uni-freiburg.de](mailto:faber@uni-freiburg.de)

Website: [www.gfps.org](http://www.gfps.org) oder [www.gfpsfreiburg.wordpress.com](http://www.gfpsfreiburg.wordpress.com)

## **HAIK – Deutsch-Armenischer Studentenclub**

### **HAIK – German-Armenian Students Club**

The German-Armenian Student Club HAIK (Հայկ – ֆրայբուրգ) is the mean of cooperation between the Armenian students and other students interested in knowing about the Armenians (culture/history/literature). Haik students are motivated to promote their own culture and have the desire to grasp more of the German culture.



For all the students who are interested in our club, don't hesitate to contact us.

You can visit our website: [www.haiknet.de](http://www.haiknet.de)

#### **Contact**

Puzant Baliozian

E-mail: [psb02@mail.aub.edu](mailto:psb02@mail.aub.edu)

Ara Nazaret

E-mail: [ara999nazaret@gmail.com](mailto:ara999nazaret@gmail.com)

## **Hochschul-SMD Freiburg** **(Studentenmission in Deutschland)**

**Hochschul-SMD Freiburg (Student Mission in Germany)**

# hochschul\_smd\_freiburg

Currently, we are about 20 students from various fields of study and different denomination. What we have in common is our faith in Jesus. He is in the middle of our lives- leading us on our everyday and inspiring our thoughts. We believe that being a Christian is not a tradition, fiction, ideology nor self-deception, but rather: "Thinking - Believing - Experiencing."

You are invited to our group meetings at Löwenstrasse 1 in the rooms of the Salvation Army (Heilsarmee), in the "Bermudadreieck." We meet on Thursdays every other week at 7pm for dinner, and at 8pm the program starts.

If you are interested or have any questions, feel free to e-mail us or just come join us!

### **Contact**

*smd-freiburg@gmx.de*

Facebook: *Hochschul-SMD Freiburg*

Website: *www.hochschul-smd.org/freiburg*

## IAESTE LC (Lokalkomitee) Freiburg

### IAESTE Local Committee Freiburg

IAESTE Germany provides internships for students of natural and technical sciences, agriculture and forestry.

Our main task is to bring some of the more than 1000 yearly exchanged internships to Freiburg, support German students on their way abroad and help incoming students to have a good start.



You are welcome to join our weekly meeting, taking place Mondays at 18.30 in front of the SSZ (see contact info). Please send us an e-mail in advance.

#### Contact

E-mail: [info@iaeste-freiburg.de](mailto:info@iaeste-freiburg.de)

Website: [www.iaeste-freiburg.de](http://www.iaeste-freiburg.de)

Facebook: [www.facebook.com/lc.freiburg](https://www.facebook.com/lc.freiburg)

Address: Sedanstraße 6, 79098 Freiburg

## **IFSA LC (Lokalkomitee) Freiburg**

### **IFSA LC (Local Committee) Freiburg**

The IFSA (International Forestry Students Association; [www.ifsa.net](http://www.ifsa.net)) is a globally active, non-government, non-religious, non-profit association of forestry students. Internationally, there are about 3000 students active in about 85 local committees. Our IFSA LC Freiburg is one of those.



The IFSA as official association is administrated from our official office at the University of Freiburg in the Herderbau. Our organization provides different opportunities, such as:

- Dispatching students to the climate summit, conference of biodiversity or other conferences
- Dispatching students to International Students' meetings all over the world (of IFSA and/or others)
- Close cooperation with our partners (such as FAO, IUFRO, EFI etc)
- Platform for exchanging and gaining knowledge for students and many excursions and other events

For getting in contact with us, just visit one of our weekly meetings (Tuesdays, 6pm in the Herderbau; Faculty building). We are looking forward to meet you!

#### **Contact**

IFSA LC Freiburg  
Tennenbacher Straße 4  
79106 Freiburg  
[www.ifsa.uni-freiburg.de](http://www.ifsa.uni-freiburg.de)



Where can I meet other international and German students?

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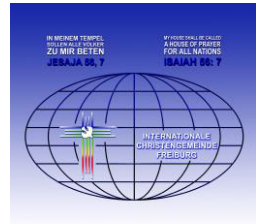
## Internationale Christengemeinde Freiburg e.V.

### Christian Family International Church

We are an international Christian church... Be Part of it...  
Our official languages are English and German.. Our  
music consists of afro-gospels as well as modern  
English and German praise&worship songs.

#### Contact

Christian Family International Church  
Engesserstr.13 (over Extrol - filling station)  
79108 Freiburg



Head of Congregation: Pastor Dr. Palmer Appiah-Gyan  
Youth and students: Pastor Dipl. Rel. päd. Carsten Peter Höpfl  
Phone: +49 (0)761 453-5698, Fax: +49 (0)761 453-5701  
Office hours: Tue -Thu 9-12:30 a.m.  
E-mail: [info@icg-freiburg.de](mailto:info@icg-freiburg.de)  
[www.icg-freiburg.de](http://www.icg-freiburg.de)  
and on Facebook, too.

#### Services:

Wednesdays at 7.00 p.m., Saturdays 6 p.m. (for young people) and Sundays at 10.30 a.m.

#### How to find us: Freiburg North, near "Neue Messe".

Take tram 4 (direction Messe) till "Technische Fakultät", then follow the road on foot or take bus 10 (direction Zähringen) till "Rothausarena", then walk over the crossroads. The church is located over the Extrol - filling station on the right side of the street (enter through glass door at the back of the building).

## **Kamerunische Gemeinschaft in Freiburg und Umgebung (KAVF) e.V.**

Association des Camerounais de Fribourg et environs (ACAF) e.V.

We are a non-governmental organization of Cameroonians with the aim of uplifting the Cameroonian culture as well as to facilitate an intercultural exchange between Germany and Cameroon. Our goal is to help Cameroonian students adjust to student life in Freiburg.

More about us and our events you can find out at Facebook or if you contact us.

### **Contact**

E-mail: *acaf22000@yahoo.fr*

Facebook: *www.facebook.com/acaf.camerounaisdefreiburg*

LinkedIn: Freiburg Communauté

Dropbox: ACAF Freiburg

## Katholische Afrikanische Gemeinde (KAG)

### Catholic African Church Group (KAG)

#### Who are we?

A dynamic group of African and German students, as well as friends of Africa from around the world.



Katholische  
Afrikanische  
Gemeinde Freiburg

#### What do we do?

- African Mass
- (a taste of Africa in Germany)
- spend time together, exchange experiences, and praise the Lord together
- African choir
- days of reflection and excursions

#### Where do we meet?

Every last Saturday of the month at 8 p.m. we celebrate in Lorettostr. 24.

#### **Contact**

Sossah Viwanou (Togo)

E-Mail: [viwanou@web.de](mailto:viwanou@web.de)

Phone: +49 (0)176 71948008

Facebook: <https://www.facebook.com/groups/KAGfreiburg/>

## **Katholische Hochschulgemeinde (KHG) – Edith Stein**

### **Catholic University Congregation (KHG) - Edith Stein**

Catholic chaplaincy of the University

#### Services:

Sundays 7:00 p.m. at the University Church, Bertoldstraße 17, Freiburg

Thursdays 12.15 with the Campus Pastor in the Parish St. Martin, Rathausplatz, Freiburg

First Saturday every month 7:30 p.m.

(Vigil-Mass in English-language) at the University Church, Bertoldstraße 17, Freiburg

# KHG

Katholische Hochschulgemeinde  
Edith Stein – Freiburg

#### **Contact**

Kath. Hochschulgemeinde Edith Stein, Lorettostraße 24, 79100 Freiburg

Phone: +49 (0)761 70529-0; Fax: +49 (0)761 70529-100

E-mail: [mail@khg-freiburg.de](mailto:mail@khg-freiburg.de)

Website: [www.khg-freiburg.de](http://www.khg-freiburg.de)

Facebook: [@KhgEdithStein](https://www.facebook.com/KhgEdithStein)

## **KHORUMI – Verein der Georgischen Studierenden in Freiburg i.B.**

### **"KHORUMI"-Georgian Students Club in Freiburg i.B.**



Members in the group “KHORUMI” are Georgian students, their families, Georgian Artists like folk dancers, singers, and painters, live in Freiburg or surrounding areas of Freiburg.

They are interested in having a cultural learning exchange between Germany and Georgia. Topics include: Christianity in Georgia, Georgian Culture, traditions of Georgia, and its diverse cuisine.

Membership is free, but donations are welcome. This is an open group to all who may wish to join.

#### **Contact**

Natia Kveseladze

E-mail: [khorumi.verein@gmail.com](mailto:khorumi.verein@gmail.com)

Facebook: „KHORUMI“-Verein der Georgischen Studierenden in Freiburg i.B.

## Klimaschutz+ Studenteninitiative Freiburg

### Students' Initiative Climate Protection+ Freiburg

We are part of the bigger German organisation "Klimaschutz+ e.V." - or "K+" in short - which promotes the three goals

- climate protection
- global poverty reduction
- international peacekeeping and disarmament.



In Freiburg, we support the three goals by collecting money through bake sales, flea markets, parties and the like. Besides we also want to bring climate change, sustainability and energy efficiency to public debate and organize lectures, movie nights and field trips on these topics. The money we raise during all our activities is donated to the "Initiative Schlüsselmensch e.V." which brings together a mentor (often students) and a teen/child living in Freiburg as a refugee.

More information about the initiative here: [initiative-schluesselmensch.org](http://initiative-schluesselmensch.org)

We want to educate ourselves, discuss and network concerning the topics energy transition and climate protection and have a lot of fun during our meetings. "Once the job has been done" and after lively discussion we often go to a pub or party together.

Just send a mail to [kplusfreiburg@posteo.de](mailto:kplusfreiburg@posteo.de) and you won't miss any K+ news.

#### Contact

Sarah Berberich, Henriette Tripke, Tim Winter and all active members

E-mail: [kplusfreiburg@posteo.de](mailto:kplusfreiburg@posteo.de) (sign up for our newsletter!)

Facebook: [Facebook.com/klimaschutzplusfreiburg](https://www.facebook.com/klimaschutzplusfreiburg)

Homepage: [www.kplusfreiburg.wordpress.com](http://www.kplusfreiburg.wordpress.com),  
[www.klimaschutzplus.org](http://www.klimaschutzplus.org)

## **Kodomokai - Japanischer Freundeskreis Freiburg e.V.**

### **Kodomokai - Japanese Circle of Friends Freiburg e.V.**

Our association welcomes everybody interested in the Japanese language and culture. Everybody is invited to participate in our activities and we also gladly help particularly Japanese international students to orientate themselves living in Germany. Therefore we organize through the year many events and hold activities regularly:

Moreover we are cooperating with other groups to do some activities. For example the Japan Day, which is for the charity of the 2011 Tōhoku earthquake, settled by VHS Freiburg in March. We organize and help in many parts of this event.

We regularly meet at the Internationalen Begegnungszentrum (IBZ), Sundgaullee 60. Feel free to contact us for any questions:

#### **Contact**

Kodomokai - Japanischer Freundeskreis Freiburg e.V.

E-Mail: *[vorstand@kodomokai.de](mailto:vorstand@kodomokai.de)*

Homepage: *[kodomokai.de](http://kodomokai.de)*

## Koreanisch-Deutsche Evangelische Gemeinde

### Korean-German Protestant Congregation

Every second Sunday per month we celebrate a Korean-German Protestant service in the Methodist church, Katharinenstr. 9, at 12 p.m.. Afterwards we organize a Korean meal together. This event is a great chance to contact other Koreans but also Germans.



#### Contact

Priest Young-Sook Gall  
Phone: +49 (0)761 51461327  
Mobile: +49 (0)171 6806293  
E-mail: [gall1803@web.de](mailto:gall1803@web.de)



## Koreanischer Studentenverein Freiburg

### Freiburg Korean Student Organization

프라이부르크 한인학생회

Our organization plays an important role in supporting Korean students to adjust to the city, as well as assisting them in achieving their personal aspirations in Freiburg.



The Freiburg Korean Student Organization is also interested in cooperating with associations and institutions in Freiburg and its surrounding regions. Further information you can find on Facebook.

#### Contact

Juhyeong Kim

Phone: +49 (0)176 3014-2391

E-mail: [jelifnask@gmail.com](mailto:jelifnask@gmail.com)

Facebook: [www.facebook.com/ksfreiburg](http://www.facebook.com/ksfreiburg)

[www.facebook.com/groups/651324824929479/](https://www.facebook.com/groups/651324824929479/)

## **KulTurk – Freiburger Kulturverein türkischer Studierender e.V.**

### **Turkish Student Club Freiburg**

The KulTurk was founded in 2011 and is independent club run by and for students.



Freiburger Kulturverein  
türkischer Studierender e.V.

Our aims are:

- First and foremost, to offer Turkish students help with adapting to uni-life (language courses, looking for an apartment, general life in Freiburg)
- To give all students, regardless of where they are from, the chance to learn about and experience the diverse Turkish culture in an authentic way (Turkish evenings, film evenings, cooking together)
- To support education, science and research for the benefit of society in Germany (lectures)
- To promote harmonious cooperation between students of various of origins, independent of their religion or denomination (excursions)
- To be engaged for the interests of Turkish students in Freiburg and to represent these interests at German and Turkish institutions as well as in public (tutoring projects, cooperation with other clubs)
- To support solidarity and willingness to help between the members (monthly meetings and other joint activities)

Our meetings take place regularly. (Information per Email/ Facebook) It would be great, if you join us there! See you soon!

Send us an email and you get all our news and programs!

### **Contact**

Yudum Köksal / Hakan Cetin

E-mail: [kulturkfreiburg@gmail.com](mailto:kulturkfreiburg@gmail.com)

Facebook: "Freiburger Kulturverein Türkischer Studierender/ Kulturk"

Where can I meet other international and German students?

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## Lacrosse - Fastest Team Sport on Two Feet

One can imagine lacrosse as a mixture of hockey, handball and even tennis. In a unique way lacrosse combines team spirit and agility which results in a game with great dynamics.



Curious? – join the “Pumas Family”

We are happy to welcome new players of all levels in our practice sessions!

Practice (m/w) takes place every Monday and Wednesday from 8-10pm.

### Contact

Alex Hübner

E-mail: [info@freiburglacrosse.de](mailto:info@freiburglacrosse.de)

Facebook: Pumas PTSV Jahn Freiburg Lacrosse

Insta: [pumasfreiburg](https://www.instagram.com/pumasfreiburg)

## Luxemburger Studierendenverein Freiburg (SLUF)

### Freiburg Luxembourg Student Organization (SLUF)

SLUF is an association of Luxembourgish students at the University of Freiburg. Our goal is to bring Luxembourgish students together, to make friends by way of occasional meetings and activities. During the term we meet every Tuesday for drinks. Further information about us and the time and place of the next meeting you find at our Homepage or Facebook.



#### Contact

Anne Maringer

Phone: +49 (0) 173 7393303

E-mail: [comite.sluf@gmail.com](mailto:comite.sluf@gmail.com)

Homepage: [www.sluf.lu](http://www.sluf.lu)

## Muslimische Hochschulgruppe Freiburg

### Muslim Student Association Freiburg

The Muslim University Group is a group of Muslim students and academics. We are open for all interested.

Our main goals are:

- Help international students to integrate at University and Freiburg
- Fostering peaceful relations between Muslims and non-Muslims
- Offer various academic events and leisure activities
- Offer students opportunities to learn more about Islam

**The university provides a prayer room for Muslim students. It is on the ground floor of university building IV (KG IV).**

#### Contact

E-mail: [mhg.freiburg@gmail.com](mailto:mhg.freiburg@gmail.com)

Facebook: [facebook.com/MHGFreiburg](https://facebook.com/MHGFreiburg)

Instagram: [instagram.com/mhgfreiburg/?hl=de](https://instagram.com/mhgfreiburg/?hl=de)



## **Nigerianische AkademikerInnen in Deutschland (NiSIG) Freiburg**

### **Nigerian Scholars in Germany (NiSIG)**

The Nigerian Scholars in Germany (NiSIG) is a scholar led group that provides an enabling and conducive platform for its members at the undergraduate, graduate and professional level to exchange ideas on matters that concerns the interest of its members. Besides we try to identify and harness (Nigerian) talents for the betterment of Nigeria, its host country (Germany) and the world.



We seek to promote creativity, innovation and unity amongst scholars through webinars, seminars and workshop, social events and other related activities. We also promote the rich cultural heritage of our country Nigeria in Germany and other parts of the world.

We offer:

- An inestimable opportunity to network with other distinguished scholars
- To grow professionally in any chosen field of yours with the assistance of scholars in that same field

#### **Contact**

E-mail: [nisigfreiburg@gmail.com](mailto:nisigfreiburg@gmail.com)

Homepage: [nisiig.de](http://nisiig.de)

## **Persischer Studierenden-Kulturverein Freiburg (PSKV)**

انجمن فرهنگی دانشجویان ایرانی فرایبورگ

### **Persian Student Cultural Association of Freiburg (PSKV)**

Our members include Iranian students, and visiting scholars from various cities and universities in Iran and families who are currently living in Freiburg, whether just temporarily or for an extended period of time.

The goals of our association are:

- To support Iranians in Freiburg. We provide special support for new students from Iran, including an introduction to german culture, Freiburg and the region,
- to communicate iranian culture, particularly Persian history, language, geography and so on,
- to present and discuss current social and cultural events in Iran at our regular meetings,
- to introduce films and books on Iran and Germany

#### **Contact**

Nematollah Ghadami

E-mail: *galaxyflug@gmail.com*

Maryam Kaghazkanany

E-mail: *kaghazkanany.m.71@gmail.com*

## **Populäre-Philosophie-Verein e.V. Freiburg (PPV)**

### **Populäre-Philosophie-Association e.V. Freiburg (PPV)**

On the one hand, philosophy sought a reformulation of theoretical frameworks for social coexistence. But it was not merely a theoretical discussion, but actual training in lifestyle, training in a good lifestyle. Philosophy was thus the theory and practice of the good life. To rehabilitate this tradition, we found the Popular Philosophy Association in Freiburg.



Caution: The Chinese department of our Club organizes every Friday evening activities in the form of the lecture about philosophical topics that are open to all Chinese-speaking Students who are interested. The Place is KG1, R.1034.

#### **Contact:**

Cai, Zhipeng

E-mail: [caizhipeng2016@163.com](mailto:caizhipeng2016@163.com)

Wang, Hongjian

E-mail: [wanglogos@163.com](mailto:wanglogos@163.com)

Official We-Chat account: 大道不离万有

Facebook: <https://www.facebook.com/PPVFreiburg/>



## Regional Chapter

### – Scholarship holders of the Baden-Württemberg Foundation



At present there are 24 Regional Chapter (RC) groups worldwide, consisting of students who currently/formerly receive(d) the Baden-Württemberg scholarship, and being voluntarily organized by some of them.

The assignment of the scholarship itself is based on the principle of exchange. That means that the number of students from Baden-Württemberg going abroad is the same as the one, being from abroad and coming to Baden-Württemberg. This reflects the idea of the foundation to support students regardless of their origin and to bring them together.

Therefore, at the RC Freiburg events you will have the chance to get in touch with a lot of different people from all over the world. Maybe there is also a RC group in your hometown, and before leaving for your guest university, you can exchange information with someone from there. Or you meet someone in the RC Freiburg group, who used to be or who will be an exchange student at your home university and you will be able to give him/her some helpful advice.

From October/November 2017 onwards various events are planned for the winter semester, no matter whether is just coming together for chatting, attending talks and workshops about topics such as sustainability, or taking part in cultural events in Freiburg. Even prior to that you can contact some-

one from the RC Freiburg at any time for any questions, problems, suggestions you might have.

We are looking forward to getting to know you, and to having a great time together in the up-coming semester.

### **Contact**

The foundation's platform: *[www.bws-world.de](http://www.bws-world.de)*

Facebook: *[www.facebook.com/groups/1693366650919777](https://www.facebook.com/groups/1693366650919777)*

E-mail:

*[regional-chapter.freiburg@gmx.de](mailto:regional-chapter.freiburg@gmx.de)*

*[rc-freiburg@bw-stipendium.de](mailto:rc-freiburg@bw-stipendium.de)*

## **Verband der chinesischen WissenschaftlerInnen und Studierenden (VCWS) in Freiburg e.V.**

### **Association of Chinese Scientists and Students in Freiburg**

The Association of Chinese Scientists and Students in Freiburg is a student group with the aim to unite and offer help to Chinese students with their problems in studies, life and work in Freiburg. At the same time we would like to increase the awareness of Chinese culture in Germany. We regularly organize cultural events, such as Chinese New Year celebrations and the Dragon boat-Festival.



VERBAND DER CHINESISCHEN WISSENSCHAFTLER  
UND STUDENTEN IN FREIBURG E.V.

#### **Contact**

Wechat: vcwasfreiburg

E-mail: [vcwas.freiburg@gmail.com](mailto:vcwas.freiburg@gmail.com)

## **Verein der mongolischen Studierenden und Wissenschaftler in Freiburg**

### **Association of Mongolian Students and Scholars in Freiburg**

Our association has the following aims:

- Give help and support to Mongolian beginning students
- Offer information
- Interested people who would like to learn more about Mongolian culture, traveling, etc. are most welcome.

#### **Contact**

Ninbadgar Khatanbaatar (Chairperson)

E-mail: *kh.ninbadgar@gmail.com*

## Tandems

Are you looking for a tandem-partner to practice a foreign language or to spend some free time together? The Tandem-Program of the International Club Freiburg has been extremely successful: Around 1200 German and foreign students yearly are assisted in finding a tandem partner, with the aim of practicing languages and establishing contact between international and German students, assisting with their studies or just to get to know each others culture a little better.



Are you interested?

Then you should register online:

🔗 [www.swfr.de/en/international/the-international-club/tandem](http://www.swfr.de/en/international/the-international-club/tandem)

### Contact

Andreas Vögele

Phone: +49 (0)761 2101-278

E-mail: [tandem@swfr.de](mailto:tandem@swfr.de)

## **Families for International Friendship**

International students who don't only want to experience student life and the university, but are also interested in getting to know the normal everyday life of a German family, can register for the programme „Families for International Friendship“. Families from Freiburg offer students from abroad the chance to do just this, without any ongoing obligation and with no strings attached for the “partners”.

### **Contact**

Karl-Heinz Hermle

E-mail: *hermle@swfr.de*

Online registration and information:

*[www.swfr.de/en/international/the-international-club/families-for-international-friendship/](http://www.swfr.de/en/international/the-international-club/families-for-international-friendship/)*

# How can I spend my free time?



## International Club for Students



In cooperation with Freiburg's tertiary institutions, SWFR and the International Office of the University of Freiburg founded the International Club – a forum for students from all around the world who are interested in international exchange. The club is intended for people who are interested in other cultures, and keen to bring their own ideas and be involved in

events. During the semester, the club organises regular club nights on Thursday evenings in the MensaBar (Rempartstraße) – all are welcome!

Becoming a member of the International Club is easy. Membership IDs for the club are available at the Infoladen at SWFR, at the ServicePoints in the mensas and in the MensaBar at events of the International Club. It costs 2 Euros each semester. Club members have free entrance to the club nights and also receive discounts for various offers, for instance many student trips ("Studitours").

### Contact

Andreas Vögele

Phone: +49 (0)761 2101-278

E-mail: [ic@swfr.de](mailto:ic@swfr.de)

Information: [www.swfr.de/en/international/the-international-club/info](http://www.swfr.de/en/international/the-international-club/info)



## SWFR: Events for Students

SWFR offers a wide and extensive events program every semester covering culture, excursions (Studitours), sports and recreation as well as seminars dealing with learning techniques or workshops for acting, singing and many more.

📄 [www.swfr.de/en/events/event-calendar](http://www.swfr.de/en/events/event-calendar)

### Culture

Movies, theatre, live music, parties - SWFR presents cultural events from students for students. Venues are the MensaBar in the Mensa Rempartstraße as well as the Mensa Institutsviertel. Everybody is welcome!

### **Contact**

Hardi Hänle

Phone: +49 (0)761 2101-205

E-mail: [haenle@swfr.de](mailto:haenle@swfr.de)

### Seminars

There are a number of seminars intended to help with your studies, for example, on topics like learning techniques, time management, presentation techniques and exam stress. Also on offer are seminars that qualify for certain jobs like gastronomy jobs or babysitting and a variety of workshops such as acting, speech, singing and others.

📄 [www.swfr.de/en/events/seminars/](http://www.swfr.de/en/events/seminars/)

### Studitours

Experience European metropolises like Paris, take a trip to northern Italy to visit Milan, a daytrip to Zürich, Heidelberg, Strasbourg or to the biggest waterfall in central Europe. Or go hiking in the Black Forest – and do all these things with students from all around the world. With „Studitours“, all

students at tertiary institutions in Freiburg and the region can travel cheaply, meet new people and have fun. Tutors from the SWFR prepare the trips, come along as tour guides, know where the nicest spots and the best bars are, and know their way around.

### **Contact**

Karl-Heinz Hermle/ Jürgen Landenberger

E-mail: [hermle@swfr.de](mailto:hermle@swfr.de), [landenberger@swfr.de](mailto:landenberger@swfr.de)

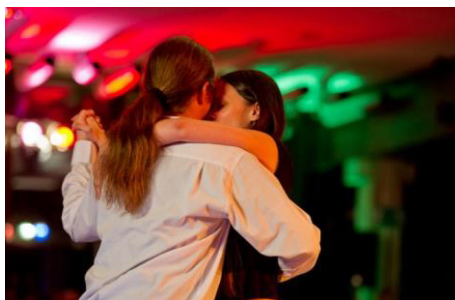
Accounts and photos: [www.facebook.com/groups/studitours](https://www.facebook.com/groups/studitours)

Information: [www.swfr.de/en/events/studitours/](http://www.swfr.de/en/events/studitours/)

### Sports

Exercise is the best way of balancing studies. SWFR offers a small sports program with a choice of activities such as wintersports or dancing.

Exercise is the best way of balancing studies. SWFR offers a small sports program with a choice of activities such as climbing, archery, canoeing or dancing.



### **Contact**

Jürgen Landenberger

Phone: +49 (0)761 2101-200

E-mail: [landenberger@swfr.de](mailto:landenberger@swfr.de)


[www.swfr.de/en/events/sport/](http://www.swfr.de/en/events/sport/)

How can I spend my free time?

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## **Studium Generale**


With a wide range of lectures, workshops, and courses, the Studium Generale program gives you the opportunity to get to know other fields of study offered at the university. You can hear and experience nationally and internationally known scientists and academics, go to concerts, sing in a choir, or take part in an excursion.

 [\*www.studiumgenerale.uni-freiburg.de\*](http://www.studiumgenerale.uni-freiburg.de)

# What do I need to take care of at the end of the semester / when leaving Freiburg?

## Exmatriculation

Students who do not want to continue studying at the university of Freiburg, have to apply for Exmatrikulation. The form which is required is available at the Studentensekretariat or at the Infothek. You will also find this form on the homepage at the University of Freiburg:

 [http://www.studium.uni-freiburg.de/en/student-services/exmatriculation?set\\_language=en](http://www.studium.uni-freiburg.de/en/student-services/exmatriculation?set_language=en)

Exmatrikulation takes place by removing students from the student register. It takes effect as of the end of the semester. A corresponding entry will be made in the study book. The Exmatrikulation entry in the study book is a pre-requisite for the student to again enrol at a German university. For this reason, we strongly recommend that students duly carry out the Exmatrikulation.

Students who do not carry out the Exmatrikulation as requested, will nevertheless be officially removed from the student register, if they do not re-register as students within the period of time stipulated by the university. In this case, no corresponding entry can be made in the study book. This entry is necessary for subsequent enrolment at a German university. You will then need to contact the university once again on account of the study book, in order to have the Exmatrikulation entry registered. This can be avoided by duly completing the Exmatrikulation when leaving the University of Freiburg.

## Issuing of course certificates/Transcripts

At the end of the semester exchange students receive documents issued by the teachers. These documents verify successful participation for each class. These documents are called “Scheine”, and are either graded or confirm regular attendance of a course. If your home university needs a certified transcript, this can be issued on request. Therefore, please keep in mind your **own responsibility for issuing a transcript!**

### Issuing of Transcripts

Erasmus students, please contact your Erasmus-coordinator in the corresponding subject area. Participants in an international program (AYF, CYF, UMass, IES, Colgate), please see your resident director. All other exchange students (“Freiburg Global Exchange”) please contact the International Office before leaving Freiburg.

### How can I get a transcript?

Fill out the transcript form which can be downloaded from the homepage of International Office on your computer and print it out. Please make sure that the name of each class appears on the transcript exactly as it appears on the Schein. Make sure that lectures’ names appear exactly as they are written in the course catalogue (Vorlesungsverzeichnis). This means, for example, that a German name of a seminar also has to be in German on the transcript.

🔗 [www.studium.uni-freiburg.de/documents/austausch](http://www.studium.uni-freiburg.de/documents/austausch)

### How can I get an English translation?

If your seminar has a German name, but you need an additional English translation: In this case, you should request the professor/lecturer who provided you with the Schein to write the English name on the Schein. It is then possible for the German name, the English name or both names to appear on the transcript. It is only possible for classes to be listed on the transcript the way they are named on the Schein.

### Which grading method should I use?

Grades must also appear on the transcript the way they are written on the Schein. The attached tables on the transcript document provide a conver-

sion, which can be used by your home university to convert the German grades.

What should I do if I have to wait for Schein(e) to be issued?

If you do not have a Schein(e), you can still list the class(es) on your transcript. In this case, please write “pending” in the column “Note/Grade”. In most cases, it is sufficient to provide the transcript with the later arriving Schein(e) to your home university.

If you nevertheless require a complete transcript after having left Freiburg, please make sure that all missing Scheine will be sent by the faculty/institute to your home (email) address. Then email your completed transcript form together with a scanned copy of all Scheine to the International Office ([transcripts@io.uni-freiburg.de](mailto:transcripts@io.uni-freiburg.de)) which will confirm and send back the transcript to you or your home university. Please provide an appropriate address especially in the latter case.

## **Other**

Please make sure, when you are leaving Freiburg that you announce your departure at the Residence Registration Office, cancel your health insurance policy (and give back your health insurance card) and close your bank account.

# How can I stay in contact after I've left Freiburg?

## Alumni Freiburg

After completing your studies, you can keep in touch with the University of Freiburg with Alumni Freiburg. Through contact with Alumni-Clubs worldwide, Alumni Freiburg organises regional meetings with former students. The club's programme includes scholarly presentations as well jointly held visits to cultural events and opportunities to network. In addition, Alumni Freiburg regularly invites former students to international Alumni Meetings in Freiburg.



Further information is available at: [www.alumni.uni-freiburg.de](http://www.alumni.uni-freiburg.de)

### Contact

Alumni Freiburg – Albert-Ludwigs-Universität  
„Haus Zur lieben Hand“  
Löwenstr. 16  
Phone: +49 (0)761/203-4229  
Fax: +49 (0)761/203-4288  
E-mail: [alumni@uni-freiburg.de](mailto:alumni@uni-freiburg.de)