



International  
Graduate Center

University of Applied Sciences Bremen



## Master's Student Handbook

**G**uide of the International  
Graduate Center 2008/2009

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

# Welcome to the International Graduate Center!

Dear students,

I would like to welcome you to the International Graduate Center. I appreciate your decision to study at the Graduate School of the University of Applied Sciences in Bremen and I promise our team will guide you through a fascinating learning experience in Bremen.



It's not easy for a foreign student to get accustomed to this diverse and multicultural environment, when faced with this new experience the first inquiry in such a situations is "who is answering my questions?" The answer is very simple: "Here at the IGC all of our community members are at your disposal, and focused on providing you with accurate and efficient information to help guide you through your study time."

Let me introduce you shortly to our School. The International Graduate Center hosts five international full-time and four part-time programs. In total we have five MBA-Courses and therefore specialize in continuing education on a high academic level. Over 200 students from more than 30 nations joining our programs annually and as a part of the International Business School Alliance, with a network of leading universities throughout the world the IGC offers a dual degree MBA program.

We are committed to making your study time with us as comfortable as possible. This guide is designed to answer your various preliminary queries as a newcomer. It is the first version of the IGC Guide; therefore please let us have your feedback and ideas to improve this tool in the future.

I wish you the best for your studies and further career, have a good time in Bremen!

Yours Sincerely

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# International Graduate Center



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## **Chapter I**

### **Meet the IGC staff**

## Meet the IGC staff

### Admission & Registration

The enrolment process may be tough, but we are here to help you! We will advise you on how to fill in forms and provide you with the documents you will need from the university. On enrolment, please present the documents stated in the notification of admission (such as original degrees, transcripts etc.)

If you have any questions concerning your student status or public transport covered by the semester ticket, please do not hesitate to ask.

We would also give support for written confirmations you may need for authorities, hand out available examination results, and finally issue your degree and examination certificate once you have succeeded.



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### International Student Association

The ISA takes care for all Masters Students at the International Graduate Center. After you have received your admission at the Hochschule Bremen the ISA starts with its support via the internet and helps in: visa application, finding accommodation in Bremen, visa extension, opening a bank account, health insurance, registration of living place and we try to solve all problems that may occur. In addition we offer a tutoring and pick-up service for our students and arrange some interesting cultural events, meetings, and trips throughout the year.



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## Meet the IGC staff

### Finance & Accounting

Basically I am responsible for all finance in the IGC, which includes issuing bills for the semester and tuition fees, as well as monitoring of cash receipts and issuing warnings.

I am also responsible for some of the technological equipment located in the IGC building, and this includes selling our copy cards for the students and staff.

I wish all students a pleasant study in the International Graduate Center.



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### Alumni-Career-Student Support

Your Success is our Business! Therefore we are devoted to helping our students secure internships or student jobs here at the International Graduate Center. We provide you with information on job postings, how to apply for jobs, preliminary considerations, and documentation and regulation issues. We embrace the importance of our students participating in an internship, meeting professionals, and attending career fairs and conferences. If you have any questions please do not hesitate to step into our office or contact us!

We take care of all issues in regards to:

- Internships
- Alumni relations & Career support
- Student Service



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## Meet the IGC staff

### Office Manager of the MBA in Global & International Tourism Management

I am assisting course-coordinator and course director of the MGM-MTM-program. My duties include, event coordination between the university and guest lecturers. As well as course coordination to ensure that our students come into the best learning environment.

You are always welcome to my office if you need our support and wish you pleasant stay in Bremen and a positive learning experience in Germany!



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### Office Manager of Part-time Studies

The main and basic description of my job is: service. That is what I am particularly interested in, to render a good service and a cozy, hosted atmosphere to our clients who are our students of the IGC.

The students I am looking after are domestic part-time students, mostly are from Bremen or near surroundings. They study at the IGC in the evenings and on weekends and I will be in the office at the same time they are studying to assist them in any questions and requests. So, don't be astonished to meet me at different times due to my fluctuating schedule.

Dear friends from all over the world, I am very much looking forward to meeting you. I render a warm welcome to you and wish you a happy, content and cozy-familiar experience with the IGC.



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## Meet the IGC staff

### Catering & Housekeeping

I am responsible for catering for the students, lectures, workshops and other events at the IGC. I am also accountable for the IGC-facility regarding house management, this includes the apartment located on the third floor which is available for guest lecturers and other visitors.

I am available to help you here at the IGC all day, and I enjoy providing great service at my job. Feel free to step in if you would like to learn more in regards to the hospitality portion of the IGC. I also wish you all a very enjoyable learning and living experience in Bremen.



**Roswitha Fuchs**  
Position: Catering/  
Housekeeping  
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## International Master of Business Administration, MBA

If you would like to enter into our International Master of Business Administration program, I will be pleased to give you advice and inform you about our dual degree program and about the International Business School Alliance (IBSA). If you are already an IMBA-student, even better! You can contact me, if you have questions regarding any student's issues, organizational issues or regarding the curriculum of the IMBA study course. If you need to get into touch with our lecturers, with our partner institutions or with the mentors of our program, just let me know.

Please always feel welcome to come into my office!

We take care of our students from all over the world!!

The main IMBA-office hours are from Monday to Friday, 9:00 a.m. until 3:30 p.m.



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## Master in European Studies

If you want to explore Europe, then you are at the right place!

The Master of European Studies (MES) program offers its students a practice-oriented post-graduate education with an international emphasis. Moreover, we would like to enrich your overall student's experience by offering extra activities such as cultural activities, excursions to "meet the Europeans" in Bremen, a three day visit in Berlin, German language courses and much more...

We would like to act as a bridge between you the student, and the Hochschule staff, lecturers, and partner universities. As such, our door is always open, so do not hesitate to drop by if you have any questions, problems or just need good advice.

The main office hours are from Monday to Friday, 09:00 a.m. until 13:00 p.m.

During the winter semester, Mr. Sobol will replace Dr. Blaschke, who is on maternal leave, as the course coordinator.

As such, the MES office is in charge of the following:

- To offer a practice-oriented post-graduate education with an international emphasis.
- To enrich the overall student's experience for all the participants (cultural activities, a three day visit in Berlin, German language course, etc...)
- To act as a bridge between the students and the Hochschule staff/lecturers.



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# MBA in Global Management

## MBA in International Tourism Management

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Welcome to our MBA course, which as of 1998 has become one of the programs on postgraduate level of the School of International Business (SIB).

We do not want to be uncritical apologists of globalization, but we are convinced that globalization is occurring - whether we like it or not. And this fact requires a changing profile of management skills. Our MBA course aims to provide the opportunity to junior managers to gain the specific competencies which are inalienable for successful global business today.

We congratulate you for taking the opportunity and the challenge of learning together with people who share the same values although coming from different backgrounds. At the end of your studies you will feel more confident and prepared to face all challenges of a multinational business environment around the globe. The choice you make today will make all the difference to your future.

We take care of:

- Handling the financial matters of the programs.
- Cooperating with partner universities worldwide to develop common activities.
- Giving support in the accreditation process.
- Promoting the programs in fairs and in partner universities.
- Giving information and guidance to future students.
- Recruiting of lecturers, assisting visiting professors during their stay in Bremen.
- Giving support and consultation to students attending the programs.
- Planning the program schedule and further activities.



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## MBA in East Asian Management

The "East Asian Management" MBA is an exciting and new initiative from one of the oldest Graduate Centers in Germany.

The program aims to provide students with practice-oriented knowledge for the solution of management tasks in international enterprises and organizations. The curriculum consists of a well-balanced mixture of business and cross-cultural classes, integrating communication skills as well as professional management know-how. It will also give students the opportunity to gain a basic competence in one of the major languages of the region – either Chinese, Hindi, Japanese, or Korean.

The program is taught entirely in English, inviting both German and international students who want to further develop their international career. Small classes allow for individual tutoring and counseling of each student. The program is staffed with highly qualified people with an international background, including both experienced practitioners as well as committed academics.

If you are up to the challenge, we invite you to apply for our EAM program!



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## Master in Music and Cultural Management

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What are the similarities between an opera singer, an event manager, a controller, a social pedagogue and an artist? In addition to their job they decided to study and to begin a professional career in the occupational area of culture management. Therefore they study for two years on the weekend in the extra-occupational program in Music and Cultural Management.

In addition to valuable contacts to experts the program offers a team oriented learning-context. In a group, with a of maximum 25 participants, the students work out the basics of cultural studies, law and economics. Particularly they concentrate on business administration and management-techniques like Human Resource Management, Marketing, Accounting, Financial Management or Project-Management.

I am the course coordinator of the master program in Music and Cultural Management and among other things I am responsible for the organization of the program, the timetable, and the marketing of the program. In particular I am consulting and supporting our students and our applicants.

If you have any questions do not hesitate to contact me. Have a nice time in Bremen and especially at the International Graduate Center!



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## Master of Science Communication

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Ever wondered how science gets in the news? Our students learn about the ways to make research results known to the general public. They are experienced journalists or researchers who deepen their knowledge about effectively communicating science through working together in order to benefit from each others experiences.

As an academic manager I coordinate this part-time study program. I provide support for both our students and lecturers; I keep in touch with our alumni and I advise and inform potential students about our courses. So if you have any questions about our program of study, do not hesitate to ask!



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As the International Graduate Center of the Hochschule Bremen, which has already received a number of prestigious awards for the quality of its international and practice-oriented teaching, we too have obligated ourselves to a high standard of quality. We therefore regularly have our curricula accredited by an external accreditation agency (ZEvA Hannover, Germany). Our students are also actively involved in evaluating our programs. On the degree courses, the participants evaluate each individual course of lectures. This direct feedback on the course content and the teaching leads to focused and dynamic quality management.

### Master in Health and Social Care Management

Health and Social Care Management M.A. is a new international and European master program. It has been developed and established in collaboration with four partner universities in Europe. Its profile is application-oriented. The implementation and development of the course is promoted by the European Union for a duration of two and a half years.

At the same time, this branch of economic activity possesses great social and ethical power. There is a high demand of excellently trained (international) managers. Professionalism and market-oriented qualifications are the demands made on managers in the health and social care field of discipline.



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## **Chapter II**

### **Arriving in Bremen**

## Be multinational. Study in the heart of Bremen.



The International Graduate Center is situated in the heart of Bremen. A five-minute walk brings you to the picturesque city center with its impressive Market Square and the Cathedral of St Petri which is over 900 years old. The Free Hanseatic City of Bremen has more than 1,200 years of tradition as a port and trading city and is a bustling, cosmopolitan and multicultural city - with a population of over 540,000.

Bremen is one of Germany's major foreign trade and industrial centers. In the last few years, Bremen has been making a name for itself as a venue for congresses and exhibitions and also earned the distinction of being the "City of Science 2005".

Museums, art exhibitions, theaters, festivals, concerts, opera and ballet provide Bremen with its fair share of culture. A wide variety of cafés, bars, pubs, restaurants, clubs and discos make Bremen a city where there is no excuse for being bored and where anyone can feel at home.

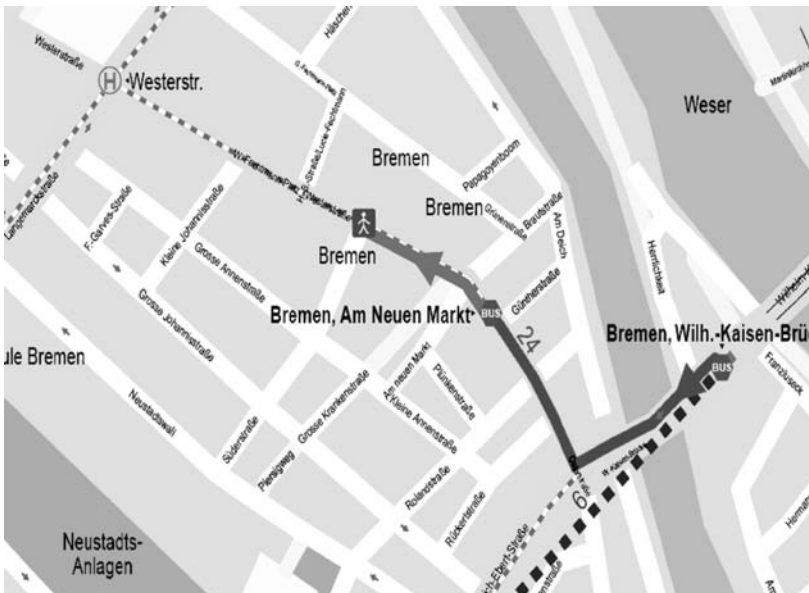
# How to get to the IGC

## From Bremen Main Railway station

You could take bus 24 (direction: Rablninghausen) or tram 8 (direction: Huchting) from Hauptbahnhof (main Station) directly to the IGC.

Route of bus 24 and tram 8: Hauptbahnhof – Herdentor-Schüsselkorb – Domsheide – Wilh.-Kaisen-Brücke – Am Neuen Markt.

The distance from “Am Neuen Markt” station to the IGC is less than 100 meters, or approximately two minutes walking distance.



## How to get to the IGC

Or you can take bus 26 and 27 (direction: Huckelriede), tram 1 (direction: Huchting) from Hauptbahnhof to station “Westerstraße” and walk 5 minutes to reach the IGC.

Route of bus 26, 27 and tram 1: Hauptbahnhof – Am Wall – Am Brill – Westerstraße

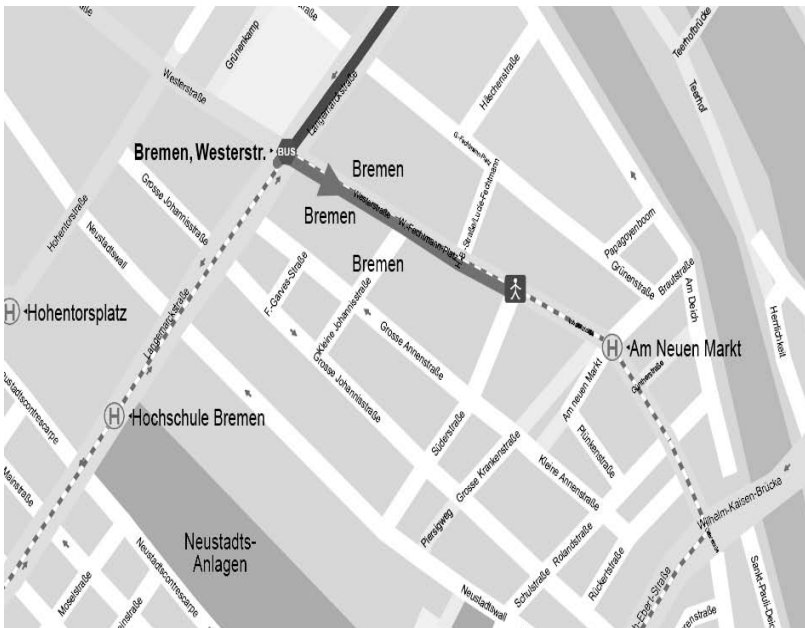
You can use the map below to find how to get to Werderstr. from the IGC.

One way Ticket: EUR 2.15 (Tram & Bus)

Four Times Tickets: EUR 7.20

Daily Ticket: EUR 5.70

Weekly ticket: EUR 15.50



## How to get to the IGC

### **From Bremen Airport (Flughafen) to the IGC**

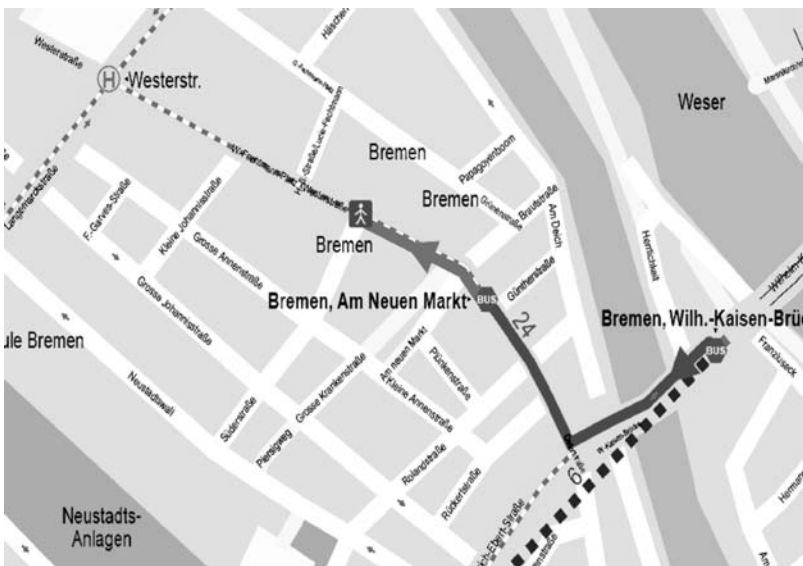
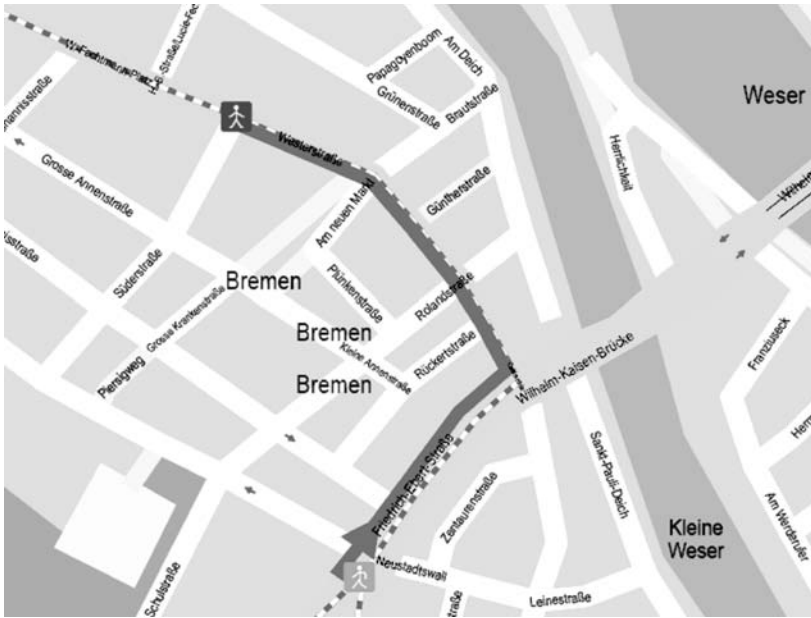
You can take Tram 6 (direction: Universität) from Bremen Flughafen to the IGC.

Route Tram 6: Flughafen – Neuenlander Kämpfe – BSAG Zentrum – Schleiermacherstraße – Gastfeldstraße – Theater am Leibnizplatz – Wilh.-Kaisen-Brücke

You can get off at station “Theater am Leibnizplatz” and walk 6 minutes to the IGC. The distance from station “Theater am Leibnizplatz” to the IGC is 400 meters.



# How to get to the IGC



## Public Transport

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Bremen and all surrounding villages and towns belong to the regional network VBN served by BSAG. Schedules for trams and buses can be found at the internet addresses as following: [www.basg.de](http://www.basg.de), [www.vbn.de](http://www.vbn.de), and [www.bahn.de](http://www.bahn.de). Note that you don't need to pay for any public transport as long as you carry your valid student ID/Semester Ticket (AKA Semesterkarte) and your ID with you.

The frequency of trams and buses are usually around 10 minutes. Bremen City's Public Transportation Ticket price as below:

### **Taxi**

Taxi is always a comfortable way to reach the place you want to go. But in comparison transportation fees are much higher than public transportation fares. Taking a taxi from Bremen Airport and Central Station to the IGC costs less than 20 Euros.

### **Trains**

Deutsche Bahn (Die Bahn) operates almost all trains in Germany, from high-speed long distance connections to regional metro trains. Train tickets are normally expensive; but you can sometimes save up to 50% of the regular fare. Remember that your Semester Ticket/Student ID allows you to travel for free throughout the Bremen area as well as Hamburg, Hannover, Bremerhaven, Osnabrück, Oldenburg, Cuxhaven, Wilhelmshaven, Rheine... In short, you can explore almost the whole Niedersachsen area with it, but keep in mind that your ID is not valid on the fast IC and ICE trains, and also the ID is not valid in 1st class.

For longer trips, use the "Die Bahn" website: [www.bahn.de](http://www.bahn.de) to plan your exact itinerary and buy ticket online. In "Advanced Search" you could type in full addresses, and they will help you find out exactly which trams and buses to take.

## Public Transport

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If you think you will use the trains a lot outside the Semester Ticket VBN network area, then it would be wise to buy a Bahncard, a card that could reduce the price of a ticket by 25% or 50%. (Depending on the Bahncard of your choice).

Another alternative to Bahncard but still cheap is the “Schönes Wochenende Ticket”. It counts for a group of five passengers. It is only valid on slower trains, and not on ICE, IC or EC, this means you often have to change the train from one destination to another. For example: more than 10 hours to get to Berlin instead of 3.5 hours on the fast trains. If you want to travel with the fast trains and you purchase your tickets at least a week before the planned day of departure, you will get an immense reduction. Ask for the “Super Spar Preis”, this is usually available for a few selected destinations but the availability is limited.

Finally, you could book tickets online as well. Please check the following links: [www.bahn.de](http://www.bahn.de). Everything is flexible and in English and you can simply pay by credit card. This way, you are able to save a lot of time and money as Deutsche Bahn offers special fares for online bookings made in advance. Please note that for online ticket purchases, the holder of the credit card used to purchase the tickets must be one of the traveling passengers.

## Rent a Car

### Renting a Car

There are five major car rental services in Germany; their fares are almost the same. You should consider renting a car when you travel with enough people to fill the vehicle. Through sharing the cost this will then be cheaper than all other means of transportation!

The website of Car Rental companies: [www.eurocar.de](http://www.eurocar.de), [www.sixt.de](http://www.sixt.de), [www.hertz.de](http://www.hertz.de), [www.avis.de](http://www.avis.de), and [www.national.de](http://www.national.de).

### Car hire companies

The following companies offer car hire in Germany:

**Holiday Autos** - They are like a travel agent but for car rental only. You still get your car with a known company such as National, Europcar, or Hertz, but it is often cheaper. The price with Holiday Autos includes all insurances and they even pay the damage excess if you should have an accident. All rental companies charge you €500 plus for damage but Holiday Autos covers that for you. Telephone 01805 179192 or see their website: [www.holidayautos.de](http://www.holidayautos.de)

**Europcar** - they have an office at the airport. They also have special deals on the weekends and the rates can be pretty cheap. Telephone (+49) 089 9735020 for their office at the airport.

**Hertz** - A worldwide company with their headquarters in the USA. Their prices are usually inclusive - i.e. you end up paying what you are quoted - and the default rental package includes everything you need - theft insurance etc.

**Avis** - Avis was founded in 1946 and has been operating in Germany since 1965. As one of the leading car rental companies worldwide, the Avis fleet averages 350,000 cars in 161 countries. The German Headquarters is located in Oberursel/Taunus and its network counts 340 stations and an average of 22,700 cars per year.

## Youth Hostels

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### Youth Hostels

The “youth hostel” and “GastHaus Bremen” are located in the heart of Bremen , in a traffic zone of the city, about 15 minutes from the station and 250 meters from the city center. A friendly, clean, safe and quiet house. Your sightseeing, shopping and the lively evening entertainment all within walking distance. Ideal for the students.

Price €17,00 – €25,00

### **Die Jugendherbergen im NORDWESTEN**

#### **DJH Landesverband Unterweser-Ems**

Service-Center

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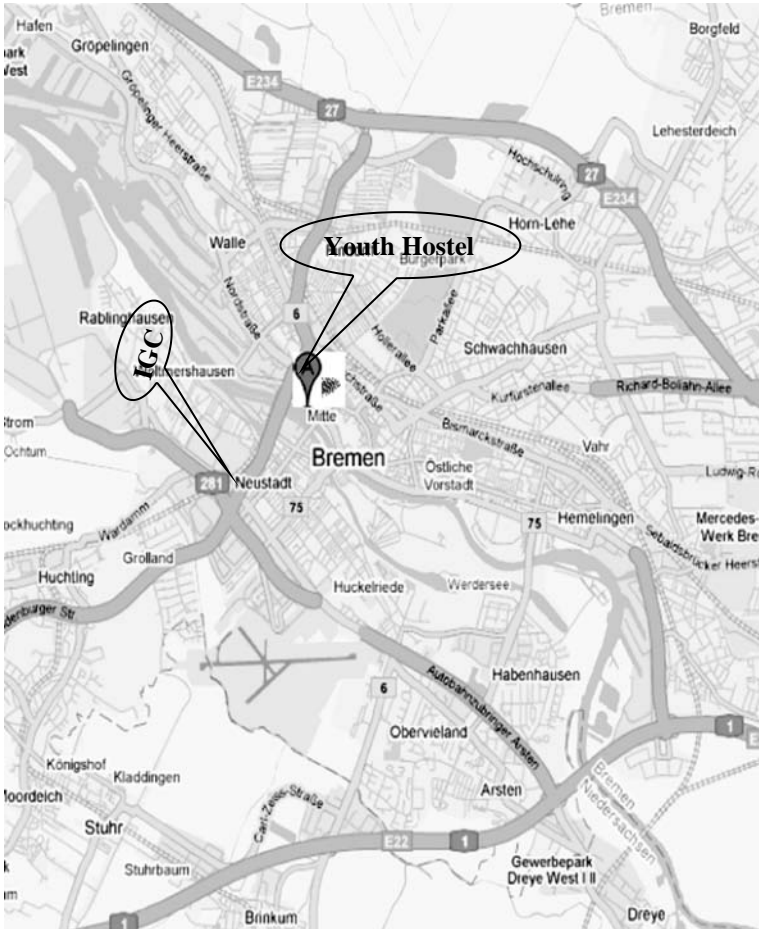
Fax: 22 38 102

E-Mail: [gasthaus@bremer-backpacker-hostel.de](mailto:gasthaus@bremer-backpacker-hostel.de)

Website: [www.bremer-backpacker-hostel.de](http://www.bremer-backpacker-hostel.de)

# Youth Hostels

## Youth Hostel



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## **Chapter III**

### **Immigration & Formalities**

# Immigration & Formalities

## **Student Visa for Germany Visa Formalities**

International students need a visa for study purposes (Aufenthaltserlaubnis in der Form des Sichtvermerks) to enter Germany. The visa must either be issued by the German embassy or by the German consulate of your home country. This does not apply for applicants and students from EU-states and from those states with whom the Federal Republic has signed special agreements. Members of various other states may also enter Germany without a visa, if they do not plan to stay any longer than three months. After the expiry of this deadline, however, students of all other countries do need a visa for study purposes which can only be obtained in the home country! This practically means that they would have to leave Germany one more time and return to their country which may be very expensive and time-consuming. So, please do not enter Germany as a tourist! A tourist visa cannot be converted into a student visa afterwards!

## **Aspects of Residence and Industrial / Labour Law**

After you have entered Germany you must apply for a residence permit for study purposes at the foreigner's registration office. EU-citizens and citizens from other countries who do not need any visa are also obliged to apply, if they intend to remain in Germany for more than three months. Please note that the registration of your application may take up to four weeks. You may obtain all application documents at / via the following address:

### **Stadtamt Bremen Sachgebiet Ausländerangelegenheiten**

(Ausländerbehörde)

Stresemannstraße

**28207Bremen**

Phone +49 – (0)421 361-15013 and 361-15179

## Immigration & Formalities

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### **You must hand in the following documents:**

1. A valid passport including a visa for study purposes (not for EU-citizens).
2. Two passport photographs.
3. A written confirmation of your application by the University of Applied Sciences Bremen.
4. A certificate of finance (scholarship certificate or bank declaration of your parents etc.) Full-time students would have to provide this prove at least for one year. Currently this should amount to about €650, - per month.
5. A health insurance certificate which is officially accepted in Germany (Formular E111 / Chipcard). As a student at a German university you may also be insured at a German health insurance company.
6. A currently valid tenancy agreement.

## Immigration & Formalities

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### **International Support. Right from the start!**

Living and studying in another country is both exciting and interesting but at the same time it also means organizational and administrative work. Our international applicants and students do not need to worry about this. The Student Service of the IGC looks after them right from the start and answers all questions with regard to the planned study visit in Bremen beforehand.

The **International Student Association (ISA)** takes on the task of finding accommodation, gives support with visa applications, clarifies insurance queries and helps the students in their dealings with the authorities both at home and abroad.

This service is available to students free of charge. Furthermore the ISA allocates tutors to the students and regularly organizes excursions and events during their period of study in Bremen.

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## **Chapter IV**

### **Living in Bremen**

## Bremen an overview

### The Old City and Shopping District

The center of Bremen is surrounded by a beautiful old moat which is covered with many lovely old style streets and is also known as the central shopping district of Bremen. To get there, you may take trams 4, 5, 6, 8 or buses 24, 25 from the Hauptbahnhof (Main Station). You may get off at Herdentor, Schlüsselkorb or Domsheide. The district offers a variety of shops, shopping centers and resembles a big metropolis shopping opportunities! Shops such as Kaufhof, Saturn, Karstadt (Shopping Malls), H&M (clothes), Douglas (perfumes), and many others are also available to provide better choices for picky consumers! The district is also home to the lovely gothic St.Peter's Cathedral, the late-gothic City Hall building, and the symbol of Bremen -the Roland Statue.

By walking to where Roland Statue is facing you will find yourself in a petit yet lovely street called Böttcherstraße, home to the one of best art galleries and jewelry stores in the region which by reaching the end of the street you would get to the Weser River, a land mark of the city.



# Living in Bremen

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## Register in Bremen City Hall

### **Bremen City Hall**

Pelzerstraße 40

**28195 Bremen**

Open Hours:

Mo, Tu, Th, and Fr 07:30-18:30

Wes 07:30-13:00, Sa 09:00-13:00

Email: [bscmitte@stadtamt.bremen.de](mailto:bscmitte@stadtamt.bremen.de)

Tel: 361 88 662



## Living in Bremen

### Opening a Bank Account in Germany

**Sparkasse Bremen** is probably the most ideal bank in Bremen. It has many branches along with the good services and highly available ATMs all over the city. For IGC students, the bank services are free of charge.

However there are other choices too (e.g. **Deutsche Bank**, **Citibank**, **Commerzbank**, etc.) Naturally it is also possible to have more than one bank account. Sparkasse provides its customers a debit card (German: EC - Maestro), which is widely accepted in any shop in Germany along with the ATM machines all over the country (These cards are also in service outside of Germany but with extra charges).

Money withdrawal should be done only through the Bank's ATM (in this case Sparkasse's) otherwise the customer would be charged with withdrawal fees. Sparkasse is a countrywide association of local banks that have a special statue in Germany as well as European countries. Thus, suggesting students all prefer to have a Sparkasse account!

If you decide to go for private insurance in Germany or at home, you will not be able to change back to public German insurance. Also, if you use German public insurance, you will not be able to change back to any private insurance from home or Germany. If you do not make any decision within the first three months, you are by German legislation required to register with a public German health insurance for the duration of your studies.

If you have questions concerning any health insurance matters, please contact the Exam and Registrar's office or ISA.

## Health Care & Insurance

For all students in Germany there is a special regulation regarding health insurance called “Studentenkrankenversicherungsmeldeverordnung” (students’ health insurance registration ordinance). According to this regulation, students in Germany are required to provide the university with a proof of German public health insurance.

Students who decide to keep their private insurance in Germany from any other country must apply for the dispensation of the obligation to insure and must provide the Exam and Registrar’s Office with the appropriate proof of their private health insurance. For EU students special regulations may apply.

Please be careful that any decision for or against German public health insurance is binding for the whole time of your studies and must be made within the first three months of your studies in Germany. If you decide to go for private insurance in Germany or at home, you will not be able to change back to public German insurance. Also, if you use German public insurance, you will not be able to change back to any private insurance from home or Germany. If you do not make any decision within the first three months, you are by German legislation required to register with a public German health insurance for the duration of your studies. If you have questions concerning any health insurance matters, please contact the Exam and Registrar’s office or ISA.

## Techniker Krankenkasse

The health fund of the technicians is very big, it has a long history and is financially very strong. They are very active and a typical family insurance with 4.3 million members but 6.3 million insured people (rest is family). There are more than 10 000 consultants all over the republic, so you can always find one at your disposal.

## AOK

Allgemeine Orts Krankenkassen, the most widespread Organisation. 15 regional branches have together nearly 24 million members. You can find offices even in the smaller cities. AOK is the traditional working class insurance and present everywhere even in smaller German cities.

# Living in Bremen

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## Case of Emergency

**Fire & Emergency: 112**

**Police: 110**

**Ärztlicher Notfalldienst. St. Jürgen Hospital 0421/1 9292**

Open: Monday, Tuesday, Thursday & Friday: 7.00 pm /7.00 am

Wednesday: 3.00 pm /7.00 am

Saturday, Sunday & public holiday: 7.00 pm /7.00 am

You could take tram 2 & 3 and leave at St. Jürgen station, 250 m straight ahead St. Jürgen Strasse

**General Practitioner: Dr. Rausch & Dr. Bublitz**

Gastfeldstr. 60, 28199 Bremen

**0421/5360215**

Take tram no. 6 leave at "Gastfeldstrasse" 300 m to the left

**Dentist: Dr. Stöcker**

Westerstrasse 17,28199 Bremen

**0421 / 5923 59**

Only 50 m from the IGC

**Ear. Nose. Allergist: Dr. Sandker**

Langemarckstr. 179,28199 Bremen

**0421 / 502220**

Take tram no. 8 leave at "Pappelstrasse", 20m back

**Gynaecologist: Dr. Haustein**

Lahnstrasse 42, 28199 Bremen

**0421 /59 12 59**

5 min. on foot from IGC

**Skin specialist: Dr.Bruchmüller-Jung**

Langemarckstr. 179, 28199 Bremen

**0421 / 50 71 50**

Take tram no. 8 leave at "Pappelstrasse ", 20m back

# Living in Bremen

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## Accommodation

Student accommodation in Bremen can be very different from student housing in many of the countries that our previous students came from. German universities normally do not have a campus, therefore there are various types of accommodation, which IGC provides.

First of all, International Student Association (ISA) will help you find an accommodation, this service package is included in your tuition fees, mainly for international students, and all the rooms are close to IGC building. Also, there is the private housing (agency house) possibility. Finally, there are a number of shared apartments available to German students. These cover a variety of rooms and apartments.

Regardless of which housing option you may prefer, it is important that you indicate any wishes to write an email to Mr. Frank (Director of ISA). ISA will send you a website: [www.homebremen.de](http://www.homebremen.de) and give you a pin code to access into this website. In this website you could find a lot of accommodations nearby the IGC. This website gives you detail information about where is the room, how big it is, and how much is the rent. Nevertheless it is not always possible to comply with your preferences, but we will do our best.

Furthermore, we are interested in establishing contact with a person from the various residences, in order to enhance the contact between ISA and the students.

# Living in Bremen

## Additional Information

- All kitchenware is provided in all the Home Bremen's residences and apartments.
- Bed clothes can be provided as well. Bed clothes are: a pillow, a duvet, bottom sheets and cases for the duvet and pillows.
- In all residences provided by ISA, IGC. It is expected that the students clean their own rooms as well as the common areas: kitchen, bathroom, lounge room, hallway etc. These areas will be inspected on a regular basis, and if they are not found in a satisfactory condition, the students may end up paying for a cleaning service if necessary.
- When you agree to let ISA (homebremen) find a room for you, you must sign a binding contract upon your arrival. It is generally not possible nor recommended to change your accommodation once you have signed the accommodation contract.

## Private Housing (Housing Agency)

One additional possibility to rent a flat or house in Bremen is to go through a housing agency. One of the biggest housing agencies in Bremen is **Gewoba**. You could check the website: [www.gewoba.de](http://www.gewoba.de), keep in mind that they do not offer any furniture to the students. You have to buy all the furniture that you may need.

We suggest you'd better to stay at following areas: Findorff – Horn-Lehe – Huchting – Mitte – Neustadt – Schwachhause – Vahr – Walle  
From those areas you could reach the IGC within 30 minutes. You can see this areas on the map on page 42.

## Living in Bremen

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### Apartment with Germans

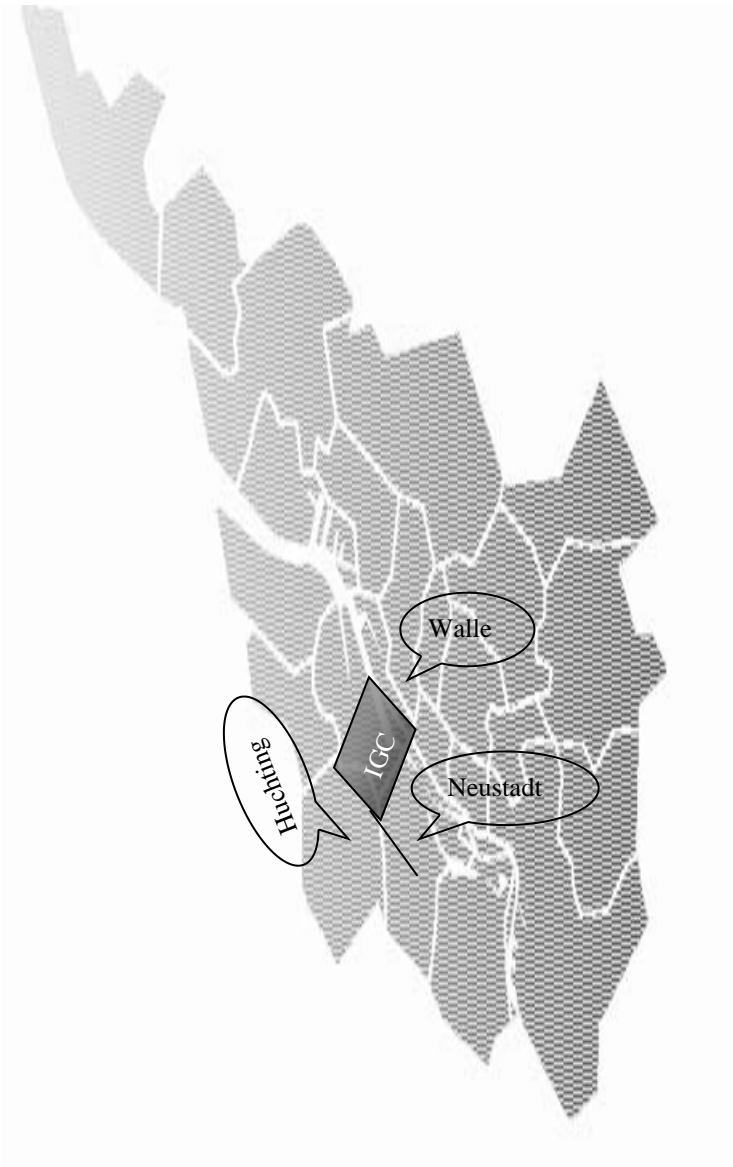
Different types of rooms are available of German students or families; there are private houses as well. In general, the rooms are centrally located. Some people rent out a room with access to a kitchen. In many cases, two or three students might be sharing the apartment, we call this type of apartment “Wohngemeinschaft (WG)”.

Some of private landlords specifically apply for international students because they are very interested in the intercultural exchange and experience that this may bring. The advantages of staying with German students or families is that they could have an excellent opportunity to be a part of daily life in Germany and learning German very quickly.

The link below helps you find a lot of advertisements for finding a partner for sharing an apartment or renting a single room in Bremen area.

<http://www.bremen.de/>

## Living in Bremen



# Living in Bremen

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## **Food Shopping Supermarkets**

### **Aldi**

Aldi is absolutely the right for the small moneybag. The discounter follows its own principle: “quality on the top, prices down”

Aldi really belongs to the supermarkets with unbeatable prices and therefore very recommendable for students. You can find there everything, from a tooth-brush to a journey.

### **Lidl**

With its slogan “where quality is cheaper”, Lidl represents another discounter next to Aldi.

The difference is that Lidl also has brands in its range of goods. So if you prefer a yoghurt with “danone” written on it, you should go to Lidl! Besides it is comparable with Aldi.

### **Penny**

Another discounter is Penny. Just like Lidl, Penny’s range of goods consists of brands and cheap articles. So you have the choice between chocolate of Hachez and chocolate of Penny’s own house brand. And very important: There is only one other supermarket which is open as long as Penny. Penny is open until 10 o’clock in the evening!

### **EXTRA**

Less 50m far away from IGC building and it also open until later hours (Mon-Sat: 8:00-21:00).

# Living in Bremen

## Tax Card

You need to get a tax card (Lohnsteuerkarte) if you want to apply for any sort of job in Germany, this is used to calculate the wage tax for you. The employers will automatically pay all the taxes for you, so there's nothing to worry about.

In order to obtain your Lohnsteuerkarte you need to bring your passport with a valid issued Visa and the Residence Permit (Meldebescheinigung). Pick up this card free of charge at the Bremen Citizen Service Office, located at the shopping district beside Kaufhof shopping Mall.

When in doubt, just contact ISA (Mr. Frank)

Alle Eintragungen in der Lohnsteuerkarte genau prüfen! Übertragenertrag aus Anlagengewinn

### Lohnsteuerkarte 2008

Gemeinde: **Stadt Dingleistadt**  
Postleitzahl und Nr.: **Mühlhausen 4157**

AGS: **16061025**

Geburtsdatum: **20.08.1977\***  
Geburtsort: **Friedrichsruh**  
Geburtsort (Hessen und 46 andere Zust. zur Wohnortangabe):  
Familienstand: **Fünf --**  
Kirchenmitgliedschaft: **PK \***  
(Christen)  
20.09.2007

(Meldebescheinigung)  
**VG Dingleistadt**

3. Änderungen der Eintragungen im Abschnitt 1

Zeitraum	Typ der Kirche	Kirchenmitgliedschaft	Diese Eintragung gilt wenn sie nicht wählbar sind	Datum, Lebensveränd. und Stempel der Behörde
			ja	2008 an
			nein	2008 an
			ja	2008 an
			nein	2008 an

3b. Für die Berechnung der Lohnsteuer sind vom Arbeitgeber als steuerfrei abzuziehen

Zeitraum	Wahlrecht	Wahlrecht	Wahlrecht	Diese Eintragung gilt wenn sie nicht wählbar sind	Datum, Lebensveränd. und Stempel der Behörde
				ja	2008 an
				nein	20.09.2008
				ja	2008 an
				nein	20.09.2008

3c. Für die Berechnung der Lohnsteuer sind dem Arbeitnehmer hinzuzurechnen

Zeitraum	Wahlrecht	Wahlrecht	Wahlrecht	Diese Eintragung gilt wenn sie nicht wählbar sind	Datum, Lebensveränd. und Stempel der Behörde
				ja	2008 an
				nein	20.09.2008

14.000\* (bei 14.000 €)

# Living in Bremen

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## Communications

### Mobile Phone

The first question in Germany in order to have a mobile phone is whether it should be a contract or a prepaid credit? There are pros and cons in both of them but it is safe to say that basically a prepaid credit gives you the freedom to actually choose when to buy more credit, whereas with a contract money will be withdrawn from your bank account in a monthly basis for at least one year.

The credit based option is self-explanatory and there's not much difference among the companies – **E-plus, T-mobile, O2, Vodafone**, etc. With the Prepaid Credit you might get good deals, but prices can still be much higher than contract based fares. However students are mostly recommended to go for the prepaid credit option.

With the contracts you again have all those companies to choose from, however, the incoming IGC students mainly go for O2. The main reason is O2 offers a useful service for international students, and that there is the “home zone”, which basically means that if you are in the IGC area (up to 5 km) your phone calls are much cheaper (prices are the same as using a landline phone). Also, O2 has a student's discount, and the monthly amount due is half the usual expenses. (Please check O2's website for prices in detail)

When you wish to apply for a contract, don't forget your passport, and student ID (to specify that you are students for the discounts). ISA is also willing to bring students to O2 shop and to contracts as well.

# Living in Bremen

## Entertainment in Bremen

### Cinemas in Bremen

Are you a fan of big screen entertainment or just want to relax while watching a good film? Bremen has a good cinema culture and offers you a wide range of cinemas, from large complexes to one-room cinemas. To get an overview of all the films currently running, have a look in the weekly programme "Kino in Bremen" or in the magazine "Mix". The "Weser Kurier" newspaper also includes a page with all programmes, or check out the web sites of the different cinemas.

Remember that there are so-called "Kinotage" in most of the cinemas. On those days the tickets cost less for everyone. Another tip: when you are going to watch a film for the first time in one of the cinemas, do not forget to ask the staff for the "Kino Bonus Card".

With this card, which is valid in all cinemas except "Cinespace" and "Imax", the seventh entrance is free. Most of the cinemas offer you the opportunity to watch films in their original language.

### Atlantis

Most of the films shown here are alternative European films dedicated to the arts. Atlantis also organizes readings and exhibitions inside its auditorium.

Böttcherstraße 4

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

Tram 2, 3, 4, 6 and 8 and bus 24, 25 stop at: Domsheide

### Cinema Ostertor

You can watch low-budget productions from different European countries, many of which are dealing with political or social topics.

Ostertorsteinweg 105

Phone: 70 09 14

[www.cinema-ostertor.de](http://www.cinema-ostertor.de)

Tram 2, 3, 10 stop at: Sielwall

## Living in Bremen

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### **Cinemaxx**

Cinemaxx is one of the three biggest cinemas in Bremen, which offers you all American and European blockbusters.

Breitenweg 27

Phone: 30 10 101

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

Almost all busses and trams stop at: Hauptbahnhof

### **Cinespace and IMAX**

Both Cinespace and Imax are situated inside Waterfront. Cinespace is a multiplex, which also offers you American and European productions enjoying an 'International success. IMAX projects 2D and 3D films onto a vast 500sqm screen with the lifelike sound of a modern sound system.

Space Park Plaza 1

Phone: 50 09 90

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

Tram 3 stop at: Use Akschen

### **Cinestar Kristall-Palast**

Cinestar is Bremen's largest cinema complex. The Cinestar does not just offer films, but restaurants, cafes and bars as well.

Hans-Bredow-Straße 9

Phone: 42 75 555

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

Bus 25 stop at: Gottfried von Cramm Straße

### **International Film Club**

There is also a club called "Film club-International-Kino club". It shows an 'International film every second Monday of the month - the entrance is free. For more information:

[www.fremdsprachenzentrum.unibremen.de/selbstlernen/filmclub.html](http://www.fremdsprachenzentrum.unibremen.de/selbstlernen/filmclub.html)

## Living in Bremen

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### **Theaters and Musicals in Bremen**

If you happen to find cinema films boring, and you want to see real people acting in front of you. Then you can go to one of the theatres in Bremen, which offer different kinds of performances.

#### **Theater am Goetheplatz**

For fans that love music-based theatre-opera, operetta, dancing theatre, musicals.

Goetheplatz 1  
info@theaterbremen.de

#### **Schauspielhaus**

Here you can watch dancing theatre and guests' performances.  
Ostertorsteinweg 57a  
Phone: 365 3333

#### **Brauhauskeller**

In addition to reading sessions and musical plays, different projects are realised here.  
Bleicherstraße 28

#### **Moks**

Theatre for children and youths showing in the mornings and afternoons are offered as well as evening performances.  
Goetheplatz 1-3

## Living in Bremen

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### **Musicaltheater**

This new theatre is for all the fans of opera, music-based plays and, of course, musicals.

Richtweg 7-13

Phone: 3 65 30

[www.bremertheater.com](http://www.bremertheater.com)

Tram 4, 6, 8, and bus 24 and 25 stop at: Herdentor

### **Concordia**

If you don't like "normal" theatre – experimental plays can be watched here.

Schwachhauser Heerstraße 17

Phone: 3 65 30

[www.bremertheater.com](http://www.bremertheater.com)

Tram 1 and 4 stop at: Parkstraße; and bus 25 stop at: Dobbenweg

### **Bremer Shakespeare Company / Theater am Leibnizplatz**

Here you can experience classical and modernized plays by William Shakespeare as well as the Shakespeare Company's own productions and guests' performances.

Leibnizplatz

Phone: 50 03 33

[www.shakespeare-company.com](http://www.shakespeare-company.com)

Tram 4 and 6 stop at: Theater am Leibnizplatz

### **Junges Theater Bremen**

On this stage, the spectators can watch plays by young international authors as well as chansons and cabaret.

Buntentorsteinweg 112

Phone: 70 01 41

[www.schwankhalle-bremen.de](http://www.schwankhalle-bremen.de)

Tram 4 stop at: Gneisenaustraße

## Living in Bremen

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### **Madame Lothar's Travesty Theater**

Kolpingstraße 9

Phone: 3 37 91 91

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

Tram 2, 3, 4, 6, 8 and bus 24 and 25 stop at: Domsheide

### **Packhaustheater**

This theatre specializes in guests' plays, cabaret, comedy, chansons,  
Modern Boulevard - theatre and puppet-shows.

Packhaustheater

Wüstestätte 11

Phone: 32 60 54

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

Tram 2, 3, 4, 6, 8 and bus 24 and 25 stop at: Domsheide

### **La Strada**

If you are here In August, visit this international street-theatre-festival.

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

### **Scenario**

This is Bremen's only variety-theatre with different kinds of cabaret, concerts, music theatre and reading sessions.

Friesenstraße 16-19

Phone: 79 29 094

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

Tram 2 and 3 stop at: Brunnenstraße

## Living in Bremen

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### **Schnürschuh Theater**

Special plays for young people, cabaret, concerts and improvised theatre are brought to the stage here.

Buntentorsteinweg 145

Phone: 55 54 10

[www.is-bremen.de/schnuerschuh](http://www.is-bremen.de/schnuerschuh)

Tram 4 stop at: Gneisenaustraße

### **Waldau Theater**

Here you can watch a wide range from comedy and satire to musicals and fairy-tales. Very often you can hear "Low German ", an old northern German language, on this stage.

Waller Heerstraße 165

Phone: 386 17 55

[www.waldau-theater.de](http://www.waldau-theater.de)

Tram 2 or 10 stop at: Waldau Theater

### **Theaterschiff**

Quite special: a theatre in an old ship where you can watch improvised theatre, cabaret, reading sessions and music-based plays.

Tiefer 104

Phone: 790 86 00

[www.theaterschiff-bremen.de](http://www.theaterschiff-bremen.de)

Tram 2, 3, 4, 6 and 8 and bus 24, 25 stop at: Domsheide

## Living in Bremen

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### Bars and Pubs

#### Schlachte

Bremen No. 1 place to go out for a drink. The street along the River Weser contains everything from traditional pubs to stylish bars and lounges. In summertime there is also a huge beer-garden along the Schlachte where the entire city meets during lunch break, after work or at night.

Schlachte

Tram 1, 2, 3 and bus 25, 26, 27 stop at: Am Brill

Go inside **ENCHILADA** if...

You want a huge variety of different cocktails. Downstairs you will find yourself inside a big cellar vault that makes the atmosphere quite loud but also pretty bustling and charming.

Enchilada

**Langenstraße 42** (Schlachte)

Phone: 168 5400

Visit **PAULANERS** if...

You like beer and Bavarian "Schmanker". The 'Paulaners' hasn't raised its beer prices for three years - that's unique at the Schlachte.

Paulaners

**Langenstraße 52-54** (Schlachte)

Phone: 169 0691

Enjoy **CAMARILLO** if...

You look for a bit of everything: a great offer of cocktails and other drinks, yummy snacks, good music and nice people.

Camarillo

**Schlachte 30**

Phone: 169 5454

Other bars at the Schlachte are: **OSTERIA, CARGO, FELDMANN'S, EISZEIT, MOTO, LA HABANA KANGAROO ISLAND, BODEGA**

## Living in Bremen

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### **Bermuda Triangle**

Bermuda Triangle is the name for a collection of bars at the crossroads of Humboldtstreet, Fehrlfeld and Römerstreet in the "Viertel". Here you will meet lots of students.

Bermuda Triangle

Tram 10 Stop at: Humboldtstraße and tram 2 and 3 stop at: Sielwall

### **Auf den Höfen**

You want to do some serious bar-hopping? Do it at "Auf den Höfen" in the Viertel – more than ten different bars no more than 500 metres apart.

Check out **First Class Suicide** if...

You are looking for a quiet tip for the thirsty student with a special taste for music

Go to **Carnaval** if...

You fancy a big juicy cocktail with a lot of fruit, little umbrellas on the top and a lot of shiny, glittery sparkles.

Visit **2Raumlounge** if...

You want a stylish club atmosphere to relax in. Changing exhibitions of young artists simultaneously turn the bar into a gallery.

Other bars in the "Höfen"-area are: **MALAYSIA, BELUGA BAR, SAVARIN, HOFHEURIGER, EX-HOFMEISTER, TRAITORIA, AVALON**

## Living in Bremen

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### **Paddy's Pit**

Because of its wooden and easy interior, it is probably the most comfortable pub in Bremen. Drop by, if you are interested in watching sports events on a big screen.

Paddy's Pit

### **Bahnhofplatz 5-7**

Phone: 12310

Almost all busses and trams stop at: Hauptbahnhof

### **More Bars**

#### **Lemans**

The Lemans is located in a cellar; there is not really lot of space inside. But despite the little legroom the Lemans offers some of the best cocktails for the lowest prices in the whole of Bremen during the happy hour, daily from 8.00 p.m. to 10.00 p.m.

Lemans

#### **Keplerstraße 36**

Phone: 7 72 59

Tram 2 and 3 stop at: Sielwall and tram 10 stop at: Brunnenstraße

#### **Litfass**

It is the cafe right in the middle of the Viertel. Enjoy looking at the crowds of shoppers walking by, while sitting there and enjoying their 3-minute breakfast egg.

Litfass

#### **Ostertorsteinweg 22**

Trams 2 and 3 stop at: Wulwesstr. / Ulrichsplatz

## Living in Bremen

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### **Salomons**

It is located right in the heart of the city centre. It is just the right spot for people that like to have a decent night out without having to count every cent.

Salomons

**Osterorstr. 11-13**

Phone: 24 41 771

Almost all busses and tram stop at: Domsheide

### **Bolero City Beach Club**

From the outdoor club, located on the Teerhof right at the River Weser, you can overlook the water and get a stunning view of the lights of the Bremer City.

Bolero City Beach Club

**Langenstraße 68**

Phone: 70 76 70

Tram 1 and bus 25, 26, 27 stop at: Am Brill

### **Theatro**

Because of the really close proximity to the theatre, many people use the Theatro for a last drink after the show. Therefore the dress-code is quite chic.

Theatro

**Goetheplatz 1-3**

Phone: 32 60 80

Tram 2 and 3 stop at: Theater am Goetheplatz

## Living in Bremen

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### **Discos and Clubs**

#### **Tower**

The club with middle-age flair is the address for fans of punk, rock and alternative music. Young bands present their music on the upper floor, where the bar 15 located. If you like It loud and wild, then you can bang your head with all the other party people on the dance floor in the lower area.

#### **Herdentorsteinweg 7a**

Phone: 32 33 34

Almost all busses and trams stop at: Hauptbahnhof

#### **Ting! Club**

This club is definitely the first choice for fans of good house music. Popular DJs from all over the world visit this location regularly. Standing behind the turntables and playing the best housemusic, they amuse the party crowd until morning. There are also hip-hop, dancehall and 2-step events on Friday. If you have had enough of dancing, take a sip at the bar on relax on comfortable couch.

#### **Rembertiring 1**

Phone: 838 15 94

Almost all busses and trams stop at: Hauptbahnhof

#### **Stubu Dancehouse**

If you like to go out during the week and you don't have any classes the next morning, then you have to go to Stubu. This club is subdivided into different rooms where the DJs play just one type of music like rock, techno and hip-hop. If you don't care about the music, then you should-go all the way down into the basement. People of every age are dancing, flirting and having fun here.

#### **Rembertiring 21**

Phone: 32 63 98

Almost all busses and trams stop at: Hauptbahnhof

## Living in Bremen

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### **La Viva**

This is the biggest discotheque downtown. You cannot see it from the outside, because the rooms are in the basement. The first floor is the place for people who like oldies and songs of the eighties. After crossing it, you will come into the main area where you can dance to charts, R&B and party music. Last but not least there's the R&B music club, which is crowded all the time.

### **Auf der Brake 7-21**

Phone: 168 90 90

Almost all busses and trams stop at: Hauptbahnhof

### **Schlachthof**

Concerts, gay-events, reggae, hip-hop and techno parties take place in the basement. The Schlachthof looks like a theatre inside. The stage 15 turned into a dance floor at weekends. There are a lot of seats so you have enough possibilities to sit, talk and relax. "Kesseltreiben" is the most crowded event. The guests are aged seventeen to twenty, the drinks are cheap and the DJ plays a mix of all different kinds of music.

Schlachthof

### **Findorffstraße 51**

Phone: 37 77 50

Bus 25 stop at: Theodor-Heuss-Allee

## Living in Bremen

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### **Moments**

This is the club with the longest bar in Bremen. If you don't want to sit and drink during the whole night, then you have to come to one of the Latin parties. Besides this event, there are a lot of alternative, R&B music and gothic parties.

### **Vor dem Steintor 65**

Phone: 792 66 33

Tram 2 and 3 stop at: Brunnenstraße

### **Lemon Lounge**

The Playboy magazine chose it as the best lounge in Germany. Big mirrors, golden chandelier, candle lights and comfortable seats spread a nice and romantic atmosphere. From the inside you have a beautiful view of the "Wallanlagen".

### **Am Wall 164**

Phone: 514 88 55

Tram 1 and bus 26, 27 stop at: Am Wall, tram 2 and 3 stop at: Brunnenstraße

### **Shark Lounge**

Have you ever celebrated a party on a ship? No? Then you have to go to the Shark Lounge at least once. There are a lot of Brazilian, Latin and hip-hop events during the summer. But there are also some parties like the "Polish Night" which you won't find anywhere else in Bremen. "Homos on Board" is another popular event sponsored by this lounge.

### **Schlachte Anleger 5**

Phone: 364 80 63

Tram 1, 2, 3 and bus 25, 26, 27 stop at: Am Brill

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## **Chapter V**

### **Settling in Germany**

# Settling in Germany

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## **Working During your Study Visit**

According to the official law of the State of Bremen international students with a residence permit for study purposes are not allowed to have a job during the semester. If you hand in the appropriate application at the foreigner's registration office, you may be allowed to work for 19 hours a week (at most). Important information can also be found at (only in German): <http://eu.daad.de/eu/index.html>

## **Driving in Germany**

Driving in Germany can be both an exhilarating and frustrating experience. The country is renowned for its high performance cars, high speed highways, and frustrated drivers. Germany hosts more traffic volume than any nations in Europe.

If you are coming from EU countries, USA, Canada, or some other countries, then you are lucky and can use your driving license from your home country. But still, in case you are not from those countries, the driving license could be valid for one year. Otherwise you need to get an international drivers license, ask your embassy for the details.

In case you never took driving school courses before, you are required to take all theoretical and practical courses in Bremen. This will take about 3 to 6 months and costs up to 1500 EURO.

## HS-BREMEN facilities

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### **Canteen, Cafeteria and Libraries**

Canteen and cafeteria are operated by the Stundenwerk (Student Union) in each of the campuses. So you can get the subsidised food for approx. 2€. If you plan to eat out, you can expect spending much more for food.

### **Learning Centers / Libraries**

Depending on the course and the subject. You should always check to see whether the book is available in the Library. All subject scripts offer by IGC, are free of charge. In few cases you will need to buy a book. A book can cost between 30EUR-80EUR. Most

Where to get books for your study:

#### **Staats- und Universitätsbibliothek** (Library at University)

The library at the university has books and magazines for all faculties.

#### **At Bremen University**

Phone: 218 26 25

[www.suub-bremen.de](http://www.suub-bremen.de)

Tram 6 stop at: Universität Zentralbereich

#### **Teilbibliothek Werderstraße** (Economics Library)

At this library you can find books for nautical technology, economics, Arabic and Asian studies.

Teilbibliothek Werderstraße

#### **Werderstraße 73**

Phone: 5905 4120

[www.hs-bremen.de](http://www.hs-bremen.de)

Tram 4, 6, 8 and bus 24 stop at: Wilhelm-Kaisen-Brücke

#### **Teilbibliothek Neustadtswall** (Technology Library)

This library has literature especially for technology, social sciences and journalism.

Teilbibliothek Neustadtswall

#### **Neustadtswall 30**

Phone: 5905 3287

[www.hs-bremen.de](http://www.hs-bremen.de) Tram 1, 8 and bus 26, 27 stop at: Hochschule Bremen

## HS-BREMEN facilities

If you are fed up with studying and you need some time to relax a novel can help you. But if you are a bookworm it will be expensive to buy every book you are interested in. Here is the address for the public library.

### **Zentralbibliothek**

#### **Schüsselkorb 15-16**

Phone: 361 4002

[www.stadtbibliothek-bremen.de](http://www.stadtbibliothek-bremen.de)

Tram 4, 5, 6, 8 and bus 24 stop at: Schüsselkorb

### **Stadtbibliothek-Bremen**

#### **Friedrich-Erbert-Straße 101-105**

Phone: 361 59 371

[www.stadtbibliothek-bremen.de](http://www.stadtbibliothek-bremen.de)

Tram 4, 5, 6 stop at: Theater am Leipnizplatz

### **Computer rooms** at the University of Applied Sciences

If you don't have a laptop or you want to work at the University you can use the computer rooms at the library.

Your time in the internet is limited for two hours.

The computer rooms at Neustadtswall

Building M: first floor at the library, first floor, room 112

Building AB: 4th floor, room 415

Building E: ground floor, room 07 and second floor, room 201

Before you can use a computer at university you have to get registered. In the E Building there is the terminal where you receive your password and your email address for your account at university. You just have to wait a few minutes and then you can start working on the computers.

### **W-LAN**

If you have a problem with your laptop and wireless, the Hochschule Bremen provides support for students three times a week..

#### **Office hours:**

Mon.	13:00 - 14:00
Tue.	09:00 - 10:00
Fri.	09:00 - 10:00

## HS-BREMEN facilities

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### Language Learning Facilities

Are you interested in learning another foreign language all by yourself? Well this is possible in the multimedia language learning centre at Neustadtswall and Werderstraße. French, Swedish and Japanese are few examples of languages you can choose there.

The opening hours at Neustadtswall are:

**Tue/Thu 10:00-19:00 and Fr 13:00-17:00**

You can find the self-learning-centre in the FS-building room 14

The opening hours at Werderstraße are:

**Mo/Wed 10:00-19:00, Tue/Thu 13:00-19:00 and Fr 13:00-17:00**

You can find the self-learning-centre in room B 112

If you are afraid of learning a foreign language all by yourself then you can participate in the "tandem" programme.

There you meet other foreigners or German students and you "teach" your language to each other. For more Information about language facilities surf the website:

[www.fremdsprachenzentrum.uni-bremen.de](http://www.fremdsprachenzentrum.uni-bremen.de)

If you want to improve your German there is also the "Goethe-Institut" in Bremen.

**Goethe-Institut**

**Bibliothekstraße 3, Glashalle**

Phone: 4210

[www.goethe.de/ins/de/ort/bre/deindex.htm](http://www.goethe.de/ins/de/ort/bre/deindex.htm)

Tram 6 stop at: Universität Zentralbereich

And if learning German is not challenging enough for you, you can also go to "Instituto Cervantes" or to "Institut Francais de Bremen".

For more information go to:

[www.fremdsprachenzentrum.uni-bremen.de](http://www.fremdsprachenzentrum.uni-bremen.de)

## HS-BREMEN facilities

### Sport Club and Societies

The University sport club offers a cordial relationship between the university students and the public by providing different sports activities.

Sportstätten / Verwaltung / Vergabe

#### **Werner Kahrs**

Sportturm Raum C 1300

Telefon 0421-218-4366

Fax 0421-218-4868

wkahrs@uni-bremen.de

Visitor address:

#### **Zentrum für den Hochschulsport Badgasteiner Straße 1 (Sportturm)**

Raum C 2230 / C 2215

28359 Bremen

Business hours:

**Mo., Mi., Fr. 10.00 - 12.00 Uhr**

**Mi. 14.00 - 15.00 Uhr**

More information under:

Homepage: [www.hospo.uni-bremen.de](http://www.hospo.uni-bremen.de)

Email: [kfraas@uni-bremen.de](mailto:kfraas@uni-bremen.de)

## Meet your Masters



*"The knowledge and expertise acquired through the Master has provided me with a sound basis for collaborating in any private or public institution in Mexico or in Europe. I am able to give input in the design and/or definition of public or private policies, programs and projects."*

**Marisol Oropeza, Mexico**

*"Studying in a full-time master program at the International Graduate Center Hochschule Bremen provided me with the experience, the know-how and the confidence to work in a management function within an international environment."*

**Javier Silva-Santisteban, Peru**



*"The master degree was a magnificent opportunity for me to expand my vision. I truly felt as if the Hochschule Bremen was my home with friendly, educated and accommodating local and international staff and faculty members, whom you can count on if you have problems. Today, I and many of my fellow students are on various managerial positions in different parts of the world."*

**Saadia Khatoon, Pakistan**

*"Als besonders wertvoll betrachte ich die gemeinsame Auseinandersetzung und den Erfahrungsaustausch mit den Kommilitonen mit unterschiedlichem beruflichem Erfahrungsschatz und akademischem Hintergrund. Das hierbei erworbene Wissen kann ich in der täglichen Projektarbeit effektiv umsetzen."*

**Reinhard Fürst, Bremen**



## Semester and Vacation Dates

### Winter Semester 2008/2009

Beginning of the semester	Mo, 01.09.2008
Beginning of the lectures	Mo, 06.10.2008
Christmas Holidays	Mo, 22.12.2008 - Fr, 02.01.2009
End of the Lectures	Fr, 30.01.2009
End of the Semester	Fr. 27.02.2009

### Summer Semester 2009

Beginning of the SS 2009	So, 01.03.2009
Beginning of the lectures	Mo, 09.03.2009
Ester Holidays	Mo, 06.04.2009 -Th, 09.04.2009
End of the lectures	Fr, 26.06.2009
End of the SS 2009	Mo, 31.08.2009

**Oct-08**A  
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1	Wed	
2	Thur	
3	Fri	German Unification day
4	Sat	
5	Sun	
6	Mon	Beginning of the Lectures
7	Tue	
8	Wed	
9	Thur	
10	Fri	
11	Sat	
12	Sun	
13	Mon	
14	Tue	
15	Wed	
16	Thur	
17	Fri	
18	Sat	
19	Sun	
20	Mon	
21	Tue	
22	Wed	
23	Thur	
24	Fri	
25	Sat	
26	Sun	
27	Mon	
28	Tue	
29	Wed	
30	Thur	
31	Fri	

**Nov-08**

1	Sat	
2	Sun	
3	Mon	
4	Tue	
5	Wed	
6	Thur	
7	Fri	
8	Sat	
9	Sun	
10	Mon	
11	Tue	
12	Wed	
13	Thur	
14	Fri	
15	Sat	
26	Sun	
17	Mon	
18	Tue	
19	Wed	
20	Thur	
21	Fri	
22	Sat	
23	Sun	
24	Mon	
25	Tue	
26	Wed	
27	Thur	
28	Fri	
29	Sat	
30	Sun	

**Dec-08**

1	Mon	
2	Tue	
3	Wed	
4	Thur	
5	Fri	
6	Sat	
7	Sun	
8	Mon	
9	Tue	
10	Wed	
11	Thur	
12	Fri	
13	Sat	
14	Sun	
15	Mon	
16	Tue	
17	Wed	
18	Thur	
19	Fri	
20	Sat	
21	Sun	
22	Mon	Beginning of the Christmas Holidays
23	Tue	
24	Wed	Christmas Eve
25	Thur	1st Christmas day
26	Fri	2nd Christmas day
27	Sat	
28	Sun	
29	Mon	
30	Tue	
31	Wed	Silvester

Jan-09

1	Thur	New year 2009
2	Fri	End of the christmas holidays
3	Sat	
4	Sun	
5	Mon	
6	Tue	
7	Wed	
8	Thur	
9	Fri	
10	Sat	
11	Sun	
12	Mon	
13	Tue	
14	Wed	
15	Thur	
16	Fri	
17	Sat	
18	Sun	
19	Mon	
20	Tue	
21	Wed	
22	Thur	
23	Fri	
24	Sat	
25	Sun	
26	Mon	
27	Tue	
28	Wed	
29	Thur	
30	Fri	End of the lectures
31	Sat	

**Feb-09**

1	Sun	
2	Mon	
3	Tue	
4	Wed	
5	Thur	
6	Fri	
7	Sat	
8	Sun	
9	Mon	
10	Tue	
11	Wed	
12	Thur	
13	Fri	
14	Sat	
15	Sun	
16	Mon	
17	Tue	
18	Wed	
19	Thur	
20	Fri	
21	Sat	
22	Sun	
23	Mon	
24	Tue	
25	Wed	
26	Thur	
27	Fri	End of the Semester
28	Sat	

**Mar-09**

1	Sun	Beginning of the SS 2009
2	Mon	
3	Tue	
4	Wed	
5	Thur	
6	Fri	
7	Sat	
8	Sun	
9	Mon	Beginning of the Lectures
10	Tue	
11	Wed	
12	Thur	
13	Fri	
14	Sat	
15	Sun	
16	Mon	
17	Tue	
18	Wed	
19	Thur	
20	Fri	
21	Sat	
22	Sun	
23	Mon	
24	Tue	
25	Wed	
26	Thur	
27	Fri	
28	Sat	
29	Sun	
30	Mon	
31	Tue	

**Apr-09**

1	Wed	
2	Thur	
3	Fri	
4	Sat	
5	Sun	
6	Mon	Beginning of the Ester Holidays
7	Tue	
8	Wed	
9	Thur	
10	Fri	Karfreitag
11	Sat	
12	Sun	Ester Sunday
13	Mon	Ester Monday
14	Tue	
15	Wed	
16	Thur	
17	Fri	
18	Sat	
19	Sun	
20	Mon	
21	Tue	
22	Wed	
23	Thur	
24	Fri	
25	Sat	
26	Sun	
27	Mon	
28	Tue	
29	Wed	
30	Thur	

## May-09

1	Fri	World- Labour Day
2	Sat	
3	Sun	
4	Mon	
5	Tue	
6	Wed	
7	Thur	
8	Fri	
9	Sat	
10	Sun	
11	Mon	
12	Tue	
13	Wed	
14	Thur	
15	Fri	
16	Sat	
17	Sun	
18	Mon	
19	Tue	
20	Wed	
21	Thur	Himmerlahrt
22	Fri	
23	Sat	
24	Sun	
25	Mon	
26	Tue	
27	Wed	
28	Thur	
29	Fri	
30	Sat	
31	Sun	Pfingssonntag

**Jun-09**

1	Mon	
2	Tue	
3	Wed	
4	Thur	
5	Fri	
6	Sat	
7	Sun	
8	Mon	
9	Tue	
10	Wed	
11	Thur	
12	Fri	
13	Sat	
14	Sun	
15	Mon	
16	Tue	
17	Wed	
18	Thur	
19	Fri	
20	Sat	
21	Sun	
22	Mon	
23	Tue	
24	Wed	
25	Thur	
26	Fri	
27	Sat	
28	Sun	
29	Mon	
30	Tue	

**Jul-09**

1	Wed	
2	Thur	
3	Fri	
4	Sat	
5	Sun	
6	Mon	
7	Tue	
8	Wed	
9	Thur	
10	Fri	
11	Sat	
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21	Tue	
22	Wed	
23	Thur	
24	Fri	
25	Sat	
26	Sun	
27	Mon	
28	Tue	
29	Wed	
30	Thur	
31	Fri	

**Aug-09**

1	Sat	
2	Sun	
3	Mon	
4	Tue	
5	Wed	
6	Thur	
7	Fri	
8	Sat	
9	Sun	
10	Mon	
11	Tue	
12	Wed	
13	Thur	
14	Fri	
15	Sat	
16	Sun	
17	Mon	
18	Tue	
19	Wed	
20	Thur	
21	Fri	
22	Sat	
23	Sun	
24	Mon	
25	Tue	
26	Wed	
27	Thur	
28	Fri	
29	Sat	
30	Sun	
31	Mon	End of SS 2009

**Sep-09**

1	Mon	
2	Tue	
3	Wed	
4	Thur	
5	Fri	
6	Sat	
7	Sun	
8	Mon	
9	Tue	
10	Wed	
11	Thur	
12	Fri	
13	Sat	
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30	Tue	

**Notes.....**

**Enjoy your time in Bremen!**

