

# Welcome Days Winter Semester 2019/20

**October 1–3, 2019**

*--- Programme as of August 15, 2019 ---*

This project has been funded by the German Academic Exchange Service with financial support from the Federal Foreign Office of Germany.

PROGRAMME



Federal Republic of Germany  
Foreign Office

**DAAD**

Deutscher Akademischer Austauschdienst  
German Academic Exchange Service

## Tuesday, October 1, 2019

by 1 <sup>st</sup> Oct.	<p><b>Arrival in Schmalkalden</b></p> <p><i>You should arrive to Schmalkalden no later than this. Some of you might live in the student dormitory. If so, you will need to sign your dormitory contact. Also, don't forget to tell your dormitory tutor the exact day and time of your arrival. If you are going to live in private accommodation, consult your landlord.</i></p>	<p>Campus Train Station "Schmalkalden- Fachhochschule"</p> <p>Blechhammer 98574 Schmalkalden</p>
11:00– 13:00	<p><b>Introductory Sessions of the Faculties – Part I</b></p> <p>11:00: M.A. Int. Business &amp; Econ. (PROF. DR PETER SCHUSTER) 11:00: Business and Economics (PROF. DR JOACHIM BACH) 11:00: Mechanical Engineering (PROF. DR EMIL KOLEV) 12:00: Computer Science (PROF. HARTMUT SEICHTER, PhD) 12:00: M.Sc. Appl. Computer Sc. (PROF. DR MICHAEL CEBULLA)</p> <p><i>In the obligatory session for your specific faculty/degree, you will receive faculty-specific information concerning your individual study subject. The presenters will give an overview on professional and administrative matters.</i></p>	<p>Rooms per faculty: Building C, room 207 Building H, room 112 Building H, room 113 Building H, room 114 Building H, room 115</p> <p>Blechhammer 98574 Schmalkalden</p>

## Wednesday, October 2, 2019

08:00– 08:15	<p><b>Welcome Address by the Vice Rector</b> PROF. DR UWE HETTLER</p> <p><i>The university's Vice Rector is going to welcome you to Schmalkalden University with a short speech.</i></p>	<p>Building H, room 001 Blechhammer 98574 Schmalkalden</p>
08:15– 09:30	<p><b>Phasing-In</b> KEVIN RAUSCH M.A. and colleagues</p> <p><i>In this obligatory session, we will inform you about everything that is relevant to living and studying in Schmalkalden. Plus, you will receive your temporary student ID card.</i></p>	<p>Building H, room 001 Blechhammer 98574 Schmalkalden</p>
09:30– 13:30	<p><b>Introductory Sessions of the Faculties – Part II</b></p> <p>09:30: M.Eng. Mechatr. &amp; Robotics (PROF. DR STEFAN ROTH) 11:00: Business Law (PROF. DR SVEN MÜLLER-GRUNE) 12:30: Electrical Engineering (PROF. DR MATTHIAS FISCHER)</p> <p><i>In the obligatory session for your specific faculty/degree, you will receive faculty-specific information concerning your individual study subject. The presenters will give an overview on professional and administrative matters.</i></p>	<p>Rooms per faculty: Building H, room 002 Building D, room 208 Building B, room 402</p> <p>Blechhammer 98574 Schmalkalden</p>
12:00– 14:00	<p><b>Lunch Break</b></p> <p><i>At our campus food court you can choose from four different dishes each day. With your temporary student ID card handed out to you in the morning session you will already benefit from the food court's student discount.</i></p>	<p>Mensa Blechhammer 98574 Schmalkalden</p>

14:00– 16:00	<p><b>Information about Health Insurance Companies</b></p> <p><i>When studying at a German university, it is obligatory to either have German public health insurance coverage or to be exempted from it on the basis of your already existing health insurance. In this session with representatives from three different companies, you can inform yourself about the various offers and, if you wish, sign a contract.</i></p>	<p>Building H, room 113 Building H, room 114 Building H, room 115 Blechhammer 98574 Schmalkalden</p>
17:00– 20:00	<p><b>Welcome BBQ</b></p> <p>At the invitation of the International Office</p> <p><i>After a long day full of information and activities you deserve some good food – come over to our Welcome Barbecue.</i></p>	<p>Club SM Campus Blechhammer 98574 Schmalkalden</p>

### Thursday, October 3, 2019 (German Unity Day – public holiday)

*It's a public holiday in Germany; hence, all shops are closed. Make sure to buy groceries the day before. Most restaurants are open on that day.*

09:30– 10:00	<p><b>Presentation “Thuringia for Beginners”</b> KEVIN RAUSCH M.A.</p> <p><i>In this session, we are going to inform you about the essentials and peculiarities of the State of Thuringia.</i></p>	<p>Building H, room 001 Blechhammer 98574 Schmalkalden</p>
10:00– 11:00	<p><b>Dormitory Introduction Session</b> KEVIN RAUSCH M.A.</p> <p><i>If you are going to live in one of the student dormitories we kindly ask you to attend this session where we will provide you with the basic rules that apply for student housing.</i></p>	<p>Building H, room 001 Blechhammer 98574 Schmalkalden</p>
11:00– 12:00	<p><b>Placement for German Language Course</b> KEVIN RAUSCH M.A.</p> <p><i>If you want to attend one of our German language courses (which we highly recommend), we will need to place you to the appropriate language level. Therefore, please come to this session (even if you plan to attend just the very beginners' course).</i></p>	<p>Building H, room 001 Blechhammer 98574 Schmalkalden</p>
13:00	<p><b>Registration for Field Trips to Berlin and Munich</b> KEVIN RAUSCH M.A.</p> <p><i>If you'd like to join our field trips to Munich (1–3 Nov., 2019) or Berlin (17–19 Jan., 2020), come to the International Office to sign up. Please bring the €60 participation fee in cash. If you're busy at that time you can send a friend to sign you up.</i></p>	<p>Building A, room 009 Blechhammer 98574 Schmalkalden</p>

14:30– 16:30	<p><b>City Tour</b> KEVIN RAUSCH M.A. and colleagues</p> <p><i>Our student assistants are taking you for a walk through Schmalkalden to show you the most interesting spots, shopping facilities and any useful places in the city. In doing so, you will also learn about the history of Schmalkalden.</i></p>	<p>Campus Blechhammer 98574 Schmalkalden</p>
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**Every day from Monday, October 7, to Thursday, October 10, 2019**

15:00– 16:00	<p><b>Library Tour for International Students</b></p> <p><i>Librarians of our campus library will introduce to you the literature research system and to anything else you might need to know when visiting the library. There will be one tour each day on a “first come, first served” basis: once there are 20 participants, the respective slot is full, and you’ll need to come again the next day.</i></p>	<p>Library (Building I) Blechhammer 98574 Schmalkalden</p>
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**Anytime during the first two weeks of October – to be done together with your buddy**

1	<p><b>Signing Dormitory or Rental Contract</b></p> <p><i>If you haven’t signed your dormitory or rental contract yet, this is among your top priority tasks to do. Plus, you need to request a housing confirmation, which is required at the town hall.</i></p>	<p>Dormitory Blechhammer 9b 98574 Schmalkalden</p>
2	<p><b>Registering at the Town Hall</b></p> <p><i>Registering at the town hall is obligatory for everyone. Don’t forget to bring your housing confirmation and your passport. You will need the registration certificate for other tasks.</i></p>	<p>Bürgerbüro Schmalkalden Altmarkt 1 98574 Schmalkalden</p>
3	<p><b>Opening a Bank Account</b></p> <p><i>Opening a bank account is not obligatory but might be very useful if you don’t have a European IBAN number yet.</i></p>	<p>(different bank branches – please consult your buddy)</p>
4	<p><b>Applying for a Residence Permit at the Foreigners’ Office</b></p> <p><i>If you’re a non-EU citizen, you might require a residence permit for Germany – please inform yourself accordingly. There are special office hours for international students in October, which your buddy is going to inform you about.</i></p>	<p>Landratsamt Schmalkalden Sandgasse 2 98574 Schmalkalden</p>
5	<p><b>Picking up Your Student ID Card</b></p> <p><i>You will receive an e-mail from Priska once your proper student ID card (“Thoska”) is ready for pick-up in the Thoska Office.</i></p>	<p>Thoska Office Blechhammer 98574 Schmalkalden</p>

## PROJECT LEADER

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## SCHMALKALDEN UNIVERSITY OF APPLIED SCIENCES

The Schmalkalden University of Applied Sciences is situated in an idyllic setting at the edge of the Thuringian Forest in the State of Thuringia. All facilities such as lecture halls, laboratories, the food court, the library, dormitories and sports venues are merely a stone's throw away from each other. The Schmalkalden University of Applied Sciences provides a broad range of studies within its five faculties: Electrical Engineering, Mechanical Engineering, Computer Science, Business & Economics and Business Law. Students most commonly name the high practical relevance as well as the proper equipment of the university as the main reasons for choosing Schmalkalden as place of study. Forms of training such as project-based learning and practice phases are just as natural to them as small study groups and close contact towards the professors.

## INTERNATIONAL OFFICE

The International Office coordinates the international relations of the Schmalkalden University of Applied Sciences and maintains contact to its partner universities and other institutions participating in student and lecturer exchange programmes. It provides organisational information on and support for study-related stays abroad. Furthermore, it is responsible for the admission of foreign study applicants as well as for mentoring foreign students and guests of the Schmalkalden University of Applied Sciences.

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The Schmalkalden University of Applied Sciences is committed to the "National Code of Conduct on Foreign Students at German Universities" and to the "Code for German University Projects Abroad" by the German Rectors' Conference (HRK).



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The Schmalkalden University of Applied Sciences commits itself to the "Diversity Charter" for promoting diversity in businesses and institutions.



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The Schmalkalden University of Applied Sciences is a member of the international university marketing consortium GATE Germany.

