



Info Sheet: Welcome Days, October 1st–5th, 2020

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Welcome to Schmalkalden! You have already arrived and moved into your room in the dormitory or in a private flat. Or you are still waiting for your visa and are eager to arrive soon. In either case, the winter semester is about to begin and there are still a lot of things to do – both administrative and study-related. In our Welcome Days, we will explain to you step by step what you need to do.

Usually, our introductory events take place in the large lecture hall, where everyone can see the faces of the other new students and make first contacts. Due to the fact that we are expecting a very large number of new students, it is unfortunately not possible to hold the Welcome Days in the established form this year under the current COVID-19 regulations. Instead, we will provide you (mostly) virtually with all the important information you need to get started in your study programme as well as in the new city. In this info sheet, we (a) present the Welcome Days programme and (b) provide you with your agenda for the next few days. After your arrival in Schmalkalden you will receive further information relevant for the weeks after.

(a) Welcome Days programme

(i) By October 1st: Arrival in Schmalkalden

You should ideally arrive to Schmalkalden on exactly this day. Some of you might live in the student dormitory: If so, don't forget to tell your dormitory tutor the exact day and time of your arrival. You will need to sign your dormitory contract upon arrival. If you are going to live in private accommodation, please consult your landlord (contact io-housing@hs-schmalkalden.de if you need help). If you need to quarantine yourself due to the COVID-19 regulations, keep in mind the information provided in our [COVID-19 info sheet](#).

(ii) October 2nd: Online Introductions

There are three main events that you should not miss: The phasing-in, the introductory session of your faculty or English-language Master programme, if applicable, and the housing introduction. We have compiled all online introductions under the following link: <https://bbb.hs-schmalkalden.de/b/kev-k9w-jdt>. Simply go to the right room at the respective time.

9:30–9:45: Welcome address by the Presidential Board

Meeting room: <https://greenlight.hs-schmalkalden.de/b/kev-kpm-goa-1xf> (“Introduction to SUAS”)

A member of the Presidential Board is going to welcome you to SUAS with a short speech.

9:45–11:00: Phasing-in (KEVIN RAUSCH M.A.)

Meeting room: <https://greenlight.hs-schmalkalden.de/b/kev-kpm-goa-1xf> (“Introduction to SUAS”)

In this obligatory session, we will inform you about everything that is relevant to living and studying in Schmalkalden.

11:00–13:00: Introductory Sessions of the Faculties

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 and show you the classes to be taken (including whether they are delivered on site or online).

11:00–13:00: Faculty of Business and Economics (PROF. DR ROBERT RICHERT)

Meeting room: <https://greenlight.hs-schmalkalden.de/b/kev-ygd-t3b-tfj>

11:00–11:45: Faculty of Business Law (PROF. DR RAINER SCHACKMAR)

Meeting room: <https://greenlight.hs-schmalkalden.de/b/kev-knb-2hd-5tk>

11:00–12:00: Faculty of Electrical Engineering (PROF. DR MATTHIAS FISCHER)

Meeting room: <https://greenlight.hs-schmalkalden.de/b/kev-uhm-2lu-nfv>

11:00–13:00: Faculty of Mechanical Engineering (PROF. DR EMIL KOLEV)

Meeting room: <https://greenlight.hs-schmalkalden.de/b/kev-shw-0lp-f90>

11:00–12:00: Faculty of Computer Science (PROF. DR KURT ENGLMEIER)

Meeting room: <https://greenlight.hs-schmalkalden.de/b/kev-e8n-ug1-5ub>

11:00–13:00: M.Sc. Applied Computer Sciences (PROF. DR DR MICHAEL CEBULLA)

Meeting room: <https://greenlight.hs-schmalkalden.de/b/kev-fgk-p73-pm9>

11:00–13:00: M.Eng. Mechatronics & Robotics (PROF. DR STEFAN ROTH, PROF. DR MARIA SCHWEIGEL)

Meeting room: <https://greenlight.hs-schmalkalden.de/b/kev-dky-moh-wng>

13:00–14:00: Housing introduction (LARA ALBERT LL.B.)

Meeting room: <https://greenlight.hs-schmalkalden.de/b/kev-kpm-go-a-1xf> (“Introduction to SUAS”)

(iii) October 5th: Online Introduction M.A. International Business and Economics

11:00–12:00: M.A. International Business and Economics (PROF. DR PETER SCHUSTER)

On site: building C, room 201

(b) Agenda for the very first days in Schmalkalden

(i) Pick up your student ID card

Follow the procedure under point (c) in our enrolment info sheet and [book an appointment](#) to get your “Thoska”. This appointment should include the preparation for the next step (ii).

(ii) Town Hall registration

Registration at the Town Hall is compulsory for everyone living in Germany. However, to avoid that you all have to go to the Town Hall individually, we will take care of the registration for you: Please bring a copy of your passport and your housing confirmation (which you will receive from your landlord) to your Thoska pick-up appointment. We will then register you at the Town Hall and contact you after successful registration.

(iii) Other

In the days to come you may have to unlock your blocked account, open a German bank account, apply for a residence permit, etc. We will explain to you these and more aspects in the Post-Arrival Briefing in the first week of October.