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1. General Information about Germany



1.1 Location

Germany is located in Central Europe and it borders Poland, the Czech Republic, Austria, Switzerland, France, Luxemburg, Belgium, the Netherlands and Denmark as well as the North Sea and Baltic Sea. In terms of population, it is the largest country in the European Union, in terms of area, the third largest. From North to South the distance is 876 km, from East to West more than 640 km.

The German landscape is extremely varied. The North is characterised by lakes, heath and moorland; the coast by chains of islands, estuaries and dunes. In the South is the Swabian-Bavarian plateau with its hills and large lakes as well as the German part of the Alps. The area in between consists of deciduous and coniferous forests, slate hills and a green landscape of river valleys and plains.

There are 86 larger towns and cities with more than 100,000 inhabitants spread throughout the country.

1.2 Political aspects

Germany is a democratic parliamentary federal republic made up of 16 states called "Bundesländer" with Bavaria being the largest and Lower Saxony the most populated. Since reunification, the capital is once again Berlin, with a current population of 3.5 million.

The current German chancellor is Angelika Merkel who is the first woman ever to be chancellor.

Due to its central position, Germany functions within the EU and NATO as a bridge to the Central and Eastern European states and is an important location for European and global relations.

Germany's liberal-democratic constitution, the Basic Law, dates back to 1949. Since the Unification Treaty on October 3, 1990, between the former German Democratic Republic and the Federal Republic, the constitution governs all of Germany. The constitutional bodies comprise the Federal President, the "*Bundestag*" (Federal German Parliament), the "*Bundesrat*" (Council of Constituent States), the Federal Government, and the Federal Constitutional Court. The federal structure of Germany is reflected by the 16 "*Bundesländer*" (Federal States), which have state authority and pass their own state constitutions in accordance with the principles of a republican, democratic and social constitutional state.

1.3 Official language

The official language is **German**; however, several different dialects are spoken all over the country.

1.4 Currency

As of January 1st 2002, the official currency in Germany is the Euro (€) as in other European Union member nations.

1.5 Population

With 82 million inhabitants, Germany is the most populated country in Europe next to Russia and the 12th largest in the world. Germany has a multi-cultural population with Turks comprising the largest foreign community followed by Italians, Greeks, Spaniards, Russians, Poles, Serbian-Croatians and several others.

The average life expectancy is 79 years of age (76 years for men/82 years for women).

The main religions are Roman-Catholic and Protestant, the rest Muslim or other confessions.

1.6 Additional information

1.6.1 Climate

The climate in Germany is rather temperate although during the winter temperatures of -15°C can be reached as well as temperatures of +32°C in summer.

Rain falls year round, especially in autumn.

1.6.2 Public Holidays

There are public holidays which are the same in every Bundesland; however, there are some which are only celebrated in certain Bundesländer.

National public holidays:

January 1st (New Year)

Good Friday and Easter Monday

May 1st (Labor Day)

Thursday after the 5th Sunday after Easter (Ascension Day)

Whit Monday

October 3rd (National Public Holiday)

December 25th and 26th (Christmas)

Every Bundesland has some additional public holidays mainly of religious origin.

1.6.3 Time zone

Time zone is UTC +1 and UTC +2 from March until October.

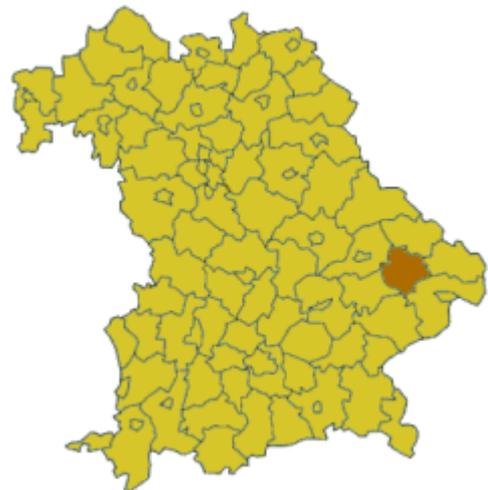
1.6.4 Electricity

Electricity is 230 V with 50 Hz.

1.6.5 Internet Domain

The internet domain in Germany is **.de**

2. Deggendorf



2.1 General Information

2.1.1 Location

Deggendorf is located in the East of Lower Bavaria and is also called “Gateway to the Bavarian Forest”. Cities like Regensburg, Passau or Munich are only a train ride away. The wooded hills rise up from the town square with its wide market streets, the Old Townhall and its imposing Gothic tower. Cartographers have measured an altitude of 305 meters above sea level at the town houses and medieval battlement.

The elevation at the peak of Breitenauer Riegel Mountain is 1,114 meters above sea level.

The Danube crosses town and you can even go to e.g. Passau by boat.

2.1.2 Language

Even though German is official language in Bavaria, you may sometimes think you are no longer in Germany. Due to the size of the town and closeness to the Bavarian Forest, most people speak Bavarian rather than German. Do not panic, people understand standard German and are also able to speak it!

2.1.3 Population

Deggendorf has about 33,000 inhabitants which makes it a rather small "gemütliche" town. You can reach everything by foot which is especially an advantage for students without a car. Even though Deggendorf is small, it is never boring thanks to the 3,500 students in town.

2.1.4 Public holidays in Bavaria

January 1st (New Year)

January 6th (Epiphany)

Good Friday and Easter Monday

May 1st (Labor Day)

Thursday after the 5th Sunday after Easter (Ascension Day)

Whit Monday

2nd Thursday after Whit sun (Corpus Christi)

August 15th (Assumption Day)

October 3rd (National Public Holiday)

November 1st (All Saints)

11 days before the 1st Advent (Penance Day) *no lectures, however shops are open*

December 25th and 26th (Christmas)

2.1.5 Work and Life

Whether it be theatre, concerts, cabaret or exhibitions: much attention is given to the cultural life which occurs between the river Danube and the Bavarian Forest. When the city sends out invitations to a city festival, 100,000 visitors come to celebrate. The traditional Deggendorf Volksfest and Spring Festival attract many visitors from near and far.

The Deggendorf City Convention Center offers excellent facilities, along with an extraordinary cultural program. Events range from theatre, musicals, classical music, operettas, from folk music to jazz, rock and pop and cabaret.

Deggendorf is an economic centre in southeast Bavaria. The city is the site for companies who have contacts with the rest of the world. High-tech "made in Deggendorf" is a special trademark and not merely a slogan, but rather a reality. The inland free port is a special factor adding to the city's attractive location. Along with Duisburg, it is a unique part of Germany. Since 1994, the city has also housed the University of Applied Sciences whose positive impact will continually be felt in many areas in the future.

2.2 How to travel to Deggendorf

2.2.1 If you arrive by plane in Munich

The Munich (Franz-Josef Strauss) airport is the closest one to Deggendorf. If you arrive in Munich, you only have to travel a distance of 70 km northeast to come to Deggendorf. The easiest way to travel here is by train. If you arrive in Munich, please ask the information desk for the bus connection to Freising (Bus Nr. 635). There, you should ask for a train to Deggendorf. You always need to change trains in Plattling, a town near Deggendorf. All in all, it will take you approximately 2 hours to get to the Deggendorf train station. The one-way ticket will cost you roughly 20 Euro (2nd class).

2.2.2 If you arrive by train

The Deggendorf University of Applied Sciences is about 10 to 15 minutes walking distance away from the Deggendorf train station. For those of you who want to walk from the station to the university, we would like to describe the way briefly:

If you exit the train station and walk in the direction of “*Zentrum*” you will soon come to a street crossing. There you will find a street, called “*Hans-Krämer-Straße*”. Please turn right and walk along this street in the direction of “*Stadthalle*”. Soon you will arrive at another large street crossing. Please walk straight over this crossing to “*Edlmairstraße*”. After about 300 meters you should be standing in front of the Deggendorf University of Applied Sciences.

You could also go by taxi. It will cost you roughly 5 Euro to get to the campus.

2.2.3 Arrival Arrangements

If you arrive from Monday to Friday between 8 a.m. and 8 p.m., a German student will pick you up at the Deggendorf train station. Please contact the AKI (<http://www.aki-deggendorf.de>) or the International Office at DUAS for arrangements.

If you arrive at another time, our suggestion is:

- Take a taxi to your apartment or
- Rent a room for one or two days at a boarding house, e.g.

Pension Gaim
Bahnhofstr. 98
94469 Deggendorf
Telephone +49 (0)991 6892

2.2.4 Arriving by car

If you want to come to Deggendorf by car, you can take A92 coming from Munich, or A3 coming from Passau or Nuremberg.

Deggendorf lies at the junction of these two highways. Take the exit Deggendorf – Mitte and then turn right in order to get to the city center or Fachhochschule.

Be aware that you are not allowed to park your car on the street in front of the FH. The student’s parking lot is located on the left after exiting the highway, turn left and then turn left again.

If you have an apartment in the city center it might be hard sometimes to find a parking lot since space is limited and sometimes you have to pay or you are only allowed to park for a certain time (watch out for the traffic signs!!)

3. Information on the university

3.1 Names and addresses

Deggendorf University of Applied Sciences (DUAS)

Hochschule für angewandte
Wissenschaften-
Fachhochschule Deggendorf
Edlmairstr. 6 und 8
94469 Deggendorf

OR

Deggendorf University of Applied
Sciences
Postbox 1320
94453 Deggendorf, Germany

☎ +49 (0)991 3615-0
📠 +49 (0)991 3615-297
✉ info@fh-deggendorf.de
<http://www.fh-deggendorf.de>

International Office (“Akademisches Auslandsamt”), Room B210

Dr. Elise von Randow, M.A.
Director
Hochschule Deggendorf
Akademisches Auslandsamt
Edlmairstr. 6 und 8
94469 Deggendorf, Germany

☎ +49 (0)991 3615-202
📠 +49 (0)991 3615-292
✉ evr@fh-deggendorf.de
auslandsamt@fh-deggendorf.de

Iris Reul
Accommodation Incoming Students
Hochschule Deggendorf
Akademisches Auslandsamt
Edlmairstr. 6 und 8
94469 Deggendorf, Germany

☎ +49 (0)991 3615-209
✉ Iris.Reul@fh-deggendorf.de

Renate Krönninger
Dipl.-Bankbetriebswirtin (BA)
Hochschule Deggendorf
Akademisches Auslandsamt
Edlmairstr. 6 und 8
94469 Deggendorf, Germany

☎ +49 (0)991 3615-217
📠 +49 (0)991 3615-292
✉ renate.kroenninger@fh-deggendorf.de

Lisa Hirtreiter
Dipl.-Betriebswirtin (FH)
Coordinator Incoming Students
Hochschule Deggendorf
Akademisches Auslandsamt
Edlmairstr. 6 und 8
94469 Deggendorf, Germany

☎ + 49 (0)991 3615-242
✉ lisa.hirtreiter@fh-deggendorf.de

AKI – Club International e.V.
c/o Akademisches Auslandsamt
Hochschule Deggendorf
Edlmairstr. 6 und 8
94469 Deggendorf
☎ + 49 (0)991 3615-217
<http://www.aki-deggendorf.de>

The so-called “AKI” is a group of students of the Deggendorf University of Applied Sciences (DUAS), whose main objective is to help to integrate the incoming foreign students. The group provides valuable assistance from going through the registration and visa procedures to organizing international parties and trips. It is highly recommended that you register for the orientation week with the AKI, as they help you to find your way around Deggendorf and on campus. The fee is between 25 and 80 Euro, depending on whether or not you decide to take a German language course before the semester starts.

Date of orientation week:

Winter semester: end of September

Summer semester: beginning of March

ECTS co-ordinator at DUAS, Room A005

Prof. Dr. Johann Nagengast
Hochschule Deggendorf
Edlmairstr. 6 und 8
94469 Deggendorf, Germany



+49 (0)991 3615-140



+49 (0)991 3615-199

johann.nagengast@fh-deggendorf.de**3.2 Academic calendar**

The academic year consists of two semesters, each with fifteen weeks of classes followed by three weeks of examinations.

Winter semester: October 1 until February 14**Summer semester:** March 15 until July 31

The first or winter semester starts in the beginning of October. About eleven weeks of classes before Christmas and about three weeks after Christmas vacation are followed by three weeks of assessment, i.e. final examinations take place during the last week of January and the first two weeks of February.

The second or summer semester begins in mid-March with fifteen weeks of classes, followed by three weeks of assessment, i.e. final examinations take place during the last three weeks of July.

Christmas break: December 24th until January 6th (two weeks).

3.3 General description of the institution and map

The Deggendorf University of Applied Sciences is a newly founded, modern university situated in Lower Bavaria, the south-eastern part of Germany. The university first opened in 1994. All of the buildings of the university are constructed around a central atrium, joined together in a parkland site just outside the city centre, right next to the Danube River.

The mission of the Deggendorf University of Applied Sciences is to offer

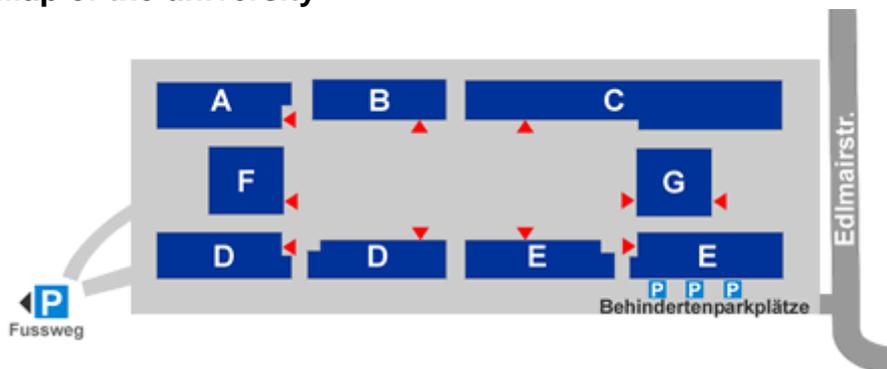
- high quality education of practical relevance to the present and future needs of our changing society
- specialist short courses to meet the particular needs of industry and regional companies and special services to facilitate the technology transfer from research environment into industrial practice
- an excellent student-to-teacher ratio to intensify direct contact and communication
- international liaison to schools and individuals in countries all over the world and to facilitate international exchange and cooperation

The Deggendorf university departments are committed to equal opportunities, and particularly welcome female applicants. The University of Applied Sciences Deggendorf is a practice-oriented university. This means that the study programs are based on modern science, but emphasise how these principles are actually applied in industry.

Some Key Aspects:

- You are required to work as a student intern in a business of your choice during one or two semesters.
- Your professors and instructors are well-qualified academics, who have worked in industry and maintain close contacts with business leaders. They help you to bridge the gap between theory and practice.
- Case studies and practical problems are emphasised in class.
- Teamwork is encouraged in the classroom and in the internships, and group projects are supported.
- Guest speakers from various industries are invited regularly to make presentations.
- Students are encouraged to write a diploma thesis on a topic of interest to potential employers.

Map of the university



- A** Faculty Business Studies (Betriebswirtschaft)
- B** Administration / Large Lecture Hall
- C** Faculty Mechanical Engineering (Maschinenbau)
- D** Faculty Civil Engineering (Bauingenieurwesen)

- E** Faculty Electronic Engineering (Elektrotechnik)
- F** Refectory / Cafeteria (Mensa)
- G** IT Department / Library

3.4 Main university entry regulations

The prerequisite for studying at Deggendorf University of Applied Sciences is the general qualification for university entrance or the advanced technical college entrance qualification. For North American applicants this requirement can usually be met with three to four semesters of college credits plus six weeks of business-related work experience.

School reports issued abroad need to be approved by the school report approval center. This does not apply for students studying only for one or two semesters in Deggendorf.

Addresses: Zeugnisanerkennungsstelle für den Freistaat Bayern (ZAST)
 Pündterplatz 5 Postfach 402040
 80803 München 80720 München
 Telephone +49 (0)89-383849-0
 Fax +49 (0)89-383849-49
zastby@zast.bayern.de

Office hours:	Monday thru Friday	10:00 a.m. – 12:00 p.m.
Telephone hotline:	Monday thru Friday	9:00 a.m. – 10:30 a.m.
	Monday thru Thursday	2:00 p.m. – 3:30 p.m.

Every applicant who did not complete an apprenticeship related to the course of study he or she wishes to start, or students who did not continue with the direction of study they chose in technical school, need to complete an internship lasting at least six weeks in a business sector related to their course of study before they can start studying.

Please note: Exchange students coming from partner universities have to contact the International Office at their home university for a nomination. They follow a special admission procedure and cannot apply themselves directly to DUAS.

3.5 Admission process for exchange students

How to apply if you are not an Erasmus student

Please send your application form to the Deggendorf University of Applied Sciences at least 6 months before your departure. It is recommended to inquire at German embassies and councils for the valid regulations for entry, stay, possibilities of study and study regulations. More general information about living and studying in Germany can also be found on the Internet, see for example: www.daad.de, or for more specific information about the University of Applied Sciences Deggendorf see www.fh-deggendorf.de.

Application deadlines:

Winter semester: 15th of June

Summer semester: 15th of January

Students who have earned academic qualifications at another university may be considered for advanced placement into the second or third year of a degree program or may even be allowed for entry in March (for the summer semester).

Advice concerning advanced placement is available by contacting the Admissions and Enrollment Office.

Address: Studentensekretariat
Hochschule Deggendorf
Postfach 1320
94453 Deggendorf
Telephone +49 (0)991 3615-0
Fax +49 (0)991 3615-297
Sabine.Festner@fh-deggendorf.de

International applicants can find information and the application forms on the website of the university under <http://www.fh-deggendorf.de/auslandsamt/bewerbung/index.en.html>. After printing and signing it, please send the application together with all necessary documents to the university. There are certain admission restrictions for several of the course studies.

Enrollment at the Deggendorf University of Applied Sciences

The registration process will begin after you arrive in Deggendorf. Before you start your studies at the Deggendorf University of Applied Sciences, you will have to register formally for the course of study for which you have been accepted. Registration of new students will take place the week before the start of the semester. This is especially binding for those who want to enroll for the full-time study program. You will find the exact date, time and place on the confirmation letter that you receive from the university. The Admissions and Enrollment Office (“*Studentensekretariat*”) is situated in Building B on the ground floor, offices B009 and B010.

To enrol at DUAS, you will need the following:

- the confirmation letter of your application
- passport
- 2 passport size photographs
- confirmation of health insurance (see “2.6 Health insurance”)
- confirmation about the payment to the “*Studentenwerk*” (42 EUR at present)

When you are registered you will get your **matriculation number** (“*Immatrikulationsbescheinigung*”) and a valid student ID card. This student ID card is very useful, because it provides you discounts at several German museums or even the German railway system (“*Deutsche Bahn*”). The matriculation number is requested in some situations like for instance if you apply for German health insurance, or a German bank account.

Your registration is valid for only one semester. It must be renewed prior to the beginning of the following semester. The appropriate forms will be mailed to you in time.

In general, German universities do not charge tuition or course fees. However, all students are required to contribute to the upkeep for student facilities such as the mensa, sports grounds etc. At present, this student activity fee (which cannot be waived) is 42 Euro.

3.6 List of degree programmes offered

- Civil and Construction Engineering (B.Eng.)
- Business Administration (B.A.)
- Business Informatics (B.Sc. and M.Sc.)
- International Management (B.A.)
- Electrical Engineering (B.A. and M.Eng.)
- Mechanical Engineering (B.A.)
- Industrial Engineering (B. Eng.)
- Media Technology (B.Eng.)
- Mechatronics (B.Eng.)
- Tourism-Management (B.A.)
- Strategic and International Management (M.A.)

For a complete list of courses and course contents please see:

<http://www.fh-deggendorf.de/angebote/index.html>

3.7 Examination

Registration procedure for the exams

There are different ways of registering for exams at DUAS. The most common option for the exam sign-up is through the internet application forms.

Application period

It is usually announced via e-mail and lasts one week. When the time for the registration of exams comes, there is a special page that is created for online applications: http://www.fh-deggendorf.de/service/stud/pranm_form.htm

Cancellation period

Electives can be cancelled up to 3 days before the exam takes place. The cancellation period for all other exams is announced via email.

Note:

- If you are sick on the day of the exam, you need to inform the university immediately and before the examination starts.
- You also need a doctor's certificate, dated on the same day. Print out the form on www.fh-deggendorf.de/service/stud/pruefungen.html and take it with you to the doctor.
- If you fail to fulfil these requirements, you automatically fail the exam.

Duration of study and awarding of the Bachelor degree

The standard period of study is 7 semesters, made up of six theoretical semesters and one practical semester. After passing the final examination, the Deggendorf University of Applied Sciences will award an academic degree.

4. General information for students**4.1 Practical information for incoming and mobile students****4.1.1 Visa requirements**

No visa is necessary for inhabitants from member states of the EU, the European Economic Area (EEA) and Switzerland.

Austria	Greece	Malta	Sweden
Belgium	Hungary	Netherlands	Switzerland
Bulgaria	Iceland	Norway	United Kingdom
Cyprus	Ireland	Poland	
Czech Republic	Italy	Portugal	
Denmark	Latvia	Rumania	
Estonia	Liechtenstein	Slovakia	
Finland	Lithuania	Slovenia	
France	Luxemburg	Spain	

If you stay longer than 3 months, you must register at the Resident Registration Office located in the City Hall.

A visa is necessary for all other countries. Inhabitants from the following countries do not need to have a visa to enter Germany. Furthermore, they are not allowed to have gainful employment which requires a work permit.

Argentina	Costa Rica	Macao	Singapore	Vatican City
Brazil	Croatia	Nicaragua	Malaysia	Venezuela
Bermuda	El Salvador	Panama	Mexico	
Chile	Guatemala	Paraguay	Uruguay	

Inhabitants from the following countries can get their residence permit after entering Germany. These are

Australia	Israel	Korea (Republic of Korea, South Korea)	USA
Canada	Japan	New Zealand	

Inhabitants from the following countries can get their residence permit after entering Germany only, if they do not intend to be gainfully employed.

Andorra	Honduras	Monaco	San Marino
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Inhabitants of Hong Kong do not need a visa to enter Germany if they can provide a SAR passport.

Students from all other countries need a visa in any case also if you have a green passport.

How to apply for a student visa in Germany?

You need to apply for a student visa before you enter Germany. When applying for a visa, among other things you need to show documents that certify that you have been accepted by a university in Germany as well as documents that proof that you have sufficient funds to finance your studies in Germany.

Note: You may need anywhere between one and two months to complete the required procedures.

For more information please see <http://www.auswaertiges-amt.de/diplo/en/WillkommeninD/EinreiseUndAufenthalt/Visabestimmungen.html>

4.1.2 Residence permit and resident registration

Foreigners registration

The Foreigners Registration Office in Deggendorf requires every foreign student and scholarship holder to give a so-called financial statement (whether they can afford to live in Germany). If your scholarship does not amount to at least 585 Euro per month, you should obtain such a declaration before coming to Deggendorf (samples can be provided by the International Office).

Residence permit: for students not coming from an EU member country

Students not coming from an EU member country need to apply for a residence permit (“*Aufenthaltsgenehmigung*”). To obtain it you need to go to the Foreign Office (“*Ausländeramt*”). It is situated in the District Office (“*Landratsamt*”).

You are required to bring along the following documents:

- passport or ID card
- 3 passport-size photographs
- proof of health insurance
- enrolment certificate (“*Immatrikulationsbescheinigung*”)
- proof of financial support or enough funds

The last point is the most difficult part. Officially, every student must have about 500 Euro per month available for living costs. If you are for example planning to stay for 5 months in Germany, you should be able to show the Foreign Office that you or your parents have $585 \text{ Euro} \times 5 = 2,925 \text{ Euro}$ in your bank account.

But that is only the official rule, so do not worry, this law is not so strictly observed. If you can show the Foreigner’s Office that you receive enough money every month from your parents (e.g. copy of transaction from your bank account), that would also be fine. Try as much as you can to be friendly and honest with the people working there, then you will not have many problems.

For registration you will have to pay about 50 Euros. You will have to leave your passport there and you will be notified as to when to come and pick it up.

Please apply for a residence permit at

Landratsamt Deggendorf
Ausländeramt or Foreigners' Office
Herrenstraße 18
94469 Deggendorf

Telephone +49 (0)991 3100-227
Fax +49 (0)991 3100-41-228
auslaenderwesen@lra-deg.bayern.de

Office hours:

Monday and Wednesday: 7:30 a.m. – 12:30 p.m.
Tuesday: 1:30 p.m. – 4:00 p.m.
Thursday: 7:30 a.m. – 5:00 p.m.
Friday: 7:30 a.m. – 12:00 p.m.

Resident registration: for students coming from an EU member country

Germany has compulsory registration for everybody who is living here. If you stay here longer than three months, the registration should be done within the first two weeks after moving to Germany. The Resident Registration Office is located in the city hall of Deggendorf.

Address: Rathaus Deggendorf
Bürgeramt
Franz-Josef-Strauss-Straße 3
94469 Deggendorf
Telephone +49 (0)991-2960-333

For the registration, you will need the following:

- Your passport
- Your lease or confirmation from your landlord

You will fill in the so-called “*Meldebestätigung*”. Registering is 5 Euro and takes no more than 15 minutes.

The office hours are as follows:

Monday and Friday: 8.00 a.m. – 11.45 a.m.
Tuesday and Thursday: 8.00 a.m. – 4.00 p.m.

If you do not speak German, it is advisable to go there together with a German student who will assist you with the translation. The best way to do this is to be here during the orientation week. Another alternative could be to contact the AKI, a circle of students at the university who assist the international students in Deggendorf.

Before you leave the country, it is very important to go back to the city hall to “un-register”. You have to go back there to let the authorities know that you are leaving and are no longer residing at that address.

4.2 Costs of living

Most students can live on a budget of 500-600 Euro, covering all basic living expenses, including accommodation. This will not allow for luxuries, very many social activities, or the costs of maintaining a car.

Rooms or apartments cost between 200 and 400 Euro per month per person, including utilities. The Housing Office provides the service of assisting individual students to find accommodation, either in one of the student dormitories or private lodgings, varying from a furnished single room with facilities for self catering to a shared flat or an unfurnished flat with kitchen and bathroom. Some accommodation is within walking distance of the university, but others must be reached by public transportation.

Subsidised lunches are served in the student cafeteria. Meals and grocery costs are reasonable (somewhat cheaper than in America). Most books that you need for your courses can be borrowed from the library, but still you should budget 150 Euro per year for books and other course materials.

4.3 Bank account

Usually, official payments in Germany are made through transfers, e.g. rent to your landlord or the monthly contribution to your health insurance company etc. Therefore it is advisable to open a bank account. For students, opening an account and making transactions is free of charge.

Take about 30 minutes when you are going to open an account and do not forget the following items:

- passport or ID-card including visa
- proof of enrolment at Deggendorf University of Applied Sciences (if you do not have it yet, you can submit it later)

And do not forget to mention that you are a student. If you do forget, the account will not be free of charge.

Usually exchange students go to Deutsche Bank.

→ There you'll automatically get an Info-card with your account number, bank code, phone number and contact person. You also get a cash card which you can use abroad.

→ You can withdraw money for free as long as you are within Germany and go to the following banks (cash-group): Postbank, Dresdner Bank, HypoVereinsbank

Abroad: Deutsche Bank (in France also at BNP)

→ You can use Online Banking; please do not transfer money within Germany over the counter.

→ You'll receive your card and PIN for your cash card and the PIN and TAN's for Online Banking come separately in the mail (after about one week you'll get the cash card and about 2-3 days later your PIN, the same for Online Banking).

→ You only can transfer money in foreign countries if you have a SWIFT-Code and an IBAN number of the addressed bank (you need to go to the counter)

→ You'll get the Swift code and the IBAN Nr. of your German account if you open one.

All banks, including privately owned ones, are subject to state control. The major banks in Germany are Commerzbank, Deutsche Bank and Dresdner Bank, as well as Sparkasse and Postbank. The terms and conditions of business in Germany vary from one bank to another. It is worthwhile to compare charges and other offers carefully. As a general rule, banks open from 9 a.m. to 4 p.m. Monday to Thursday and on Friday from 9 a.m. to 12 p.m.

Transferring money

In Germany, by contrast to many other countries, it is not usual to send checks to people by post (e.g. the rent to your landlord). There are various ways of conducting monetary transactions:

Direct transfer (“*Überweisung*”) is used to transfer money from one account to the other. Please do this with Online Banking.

It is recommendable to arrange for a **standing order** (“*Dauerauftrag*”) if you have regularly recurring payments of a set sum, such as rent. The sum can be deducted automatically from your account on an agreed date and transferred to the account of the recipient. The bank will provide you with the necessary form.

Cheques and credit cards

With **Eurocheques** you can pay anywhere in Europe in the currency of the country. Eurocheques must be accompanied by a **Eurocheque card**. You have to apply for the card and it usually takes about a week before you get it. On the application form you will have to prove that money will be arriving on your account on a regular basis. You can draw a maximum of 200 Euro on the Eurocheque or the equivalent in foreign currency. The Eurocheque card should not be confused with the **Eurocard**. The Eurocard is a credit card, allied to the Master-Card system and valid all over the world. In shops and hotels, you can often pay by credit card (Visa, Mastercard, Eurocard, Diners’ Club) but it is not so common in smaller restaurants and pubs.

You will be given a secret pin number together with your cheque card. However, this will not necessarily protect you from abuse of your card as the user is not required to quote the pin-number at the cash desk, but only to provide a signature. If you lose your check card or any other bank cards, ring your bank immediately so that your card can be frozen.

It’s very important to remember to withdraw the money you have in your German bank account before you leave.

4.4 Financial support for students

If students come to Deggendorf through the **ERASMUS** program, they receive a certain amount of money every month from their home university. Students can also apply at several charitable foundations for financial support, but please note that only a few students will be selected.

For more information on scholarships and financial grants please see:

<http://www.stiftungsindex.de>

<http://www.daad.de>

4.5 Accommodation

4.5.1 Student Dormitories

STUDENT DORMITORIES			
Responsible for accommodation at the Deggendorf University of Applied Sciences			
Deggendorfer Studentenviertel	Studentenhaus Finkenhof	Studentenpark Deggendorf	Studentendomizil im City-Center
<p>Deggendorfer Studentenviertel GmbH & Co.KG Bahnhofstr. 55 94469 Deggendorf</p> <p>Telephone +49 (0)991-32090421 Fax +49 (0)991-32090422</p> <p>verwaltung@deggendorfer-studentenviertel.de</p> <p>Office hours: Monday and Friday: 8:30 – 11:30 a.m. Wednesday: 4:00 – 7:00 p.m.</p> <p>For more details please go to: www.deggendorfer-studentenviertel.de</p>	<p>Studentenhaus Finkenhof Detterstr. 21 94469 Deggendorf</p> <p>Telephone +49 (0)991-9912127 Fax +49 (0)991-9912128 Mobile +49 (0)174-4753811</p> <p>info@studentenhaus-deggendorf.de</p> <p>Office hours: Monday and Friday 8:30 – 11:30 a.m. Wednesday 4:00 – 7:00 p.m.</p> <p>For more details please go to: www.studentenhaus-deggendorf.de</p>	<p>Dobak IMMOPartner e.K. Wiesenstraße 10-12 94469 Deggendorf</p> <p>Telephone +49 (0)991 - 2604408</p> <p>mail@dobak-immopartner.de</p> <p>For more information : www.studentenpark-deggendorf.de</p>	<p>A + R Planungs- und Verwaltungs- GmbH Östl. Stadtgraben 30 94469 Deggendorf</p> <p>Telefon: +49 (0) 991 3 44 75 60</p> <p>For more details please visit: www.mrellok.de</p>
Overview of rooms and accommodation possibilities			
<ul style="list-style-type: none"> - built in 2003 - 10 minutes on foot to the university - close to train station - 201 rooms - acquiring a room can be difficult given the limited number of rooms - minimum stay: 6 months - if you failed to acquire a room, contact the International Office at DUAS 	<ul style="list-style-type: none"> - 15 minutes on foot to the university - very close to train station - 51 rooms - acquiring a room can be difficult given the limited number of rooms - minimum stay: 6 months - if you have applied and failed to acquire a room, contact the International Office at DUAS 	<ul style="list-style-type: none"> - built in 2007 - 6 minutes on foot to the university - 192 apartments - rent: 	<ul style="list-style-type: none"> - built in 2008 - 700 m to the university - 41 apartments - furniture costs extra

Details concerning accommodation			
<p>All rooms are furnished (bathroom and kitchen, single bed, wardrobe, cupboards, a desk and a chair).</p> <p><u>NOTE:</u> Bedding and kitchen utensils are not provided At the moment, the student dormitory provides free access to the Internet if you bring your own PC or laptop. There have been discussions about a fee for the students, which might be introduced soon. Every room is ready to receive TV and telephone. There is a laundry with 4 washing and 3 drying machines. Rooms and apartments can be shared. There is a recreation room, which can be rented.</p>	<p>All rooms are furnished (kitchen, single bed, wardrobe, cupboards, a desk and a chair). For those rooms without a shower there are modern showers, washrooms and toilets on every floor.</p> <p><u>NOTE:</u> Bedding and kitchen utensils are not provided. At the moment, the student dormitory provides free access to the Internet if you bring your own PC or laptop. Every room is ready to receive TV and telephone. There is a laundry room with 2 washing and 2 drying machines. More over you can find a recreation room, provided with TV, DVD, music and a tabletop football.</p>	<p>All rooms are furnished (bathroom and kitchen, single bed, wardrobe, cupboards, a desk and a chair).</p> <p><u>NOTE:</u> Bedding and kitchen utensils are not provided. At the moment, the student dormitory provides free access to the Internet if you bring your own PC or laptop. Every room is ready to receive TV and telephone. Washing and drying machines are on-site. Apartments can be shared.</p>	<p>All apartments are furnished with a bathroom and a kitchen. All other furniture can be provided for an extra fee.</p> <p><u>NOTE:</u> Bedding and kitchen utensils are not provided. Every room is ready to receive TV, telephone and internet. Washing and drying machines are available on every floor. Big recreation room with a small bar, TV, pool table, tabletop football and table tennis.</p>
Prices			
<p>Prices range from 212 EUR to 245 Euro, utility costs included. A deposit of two months rent is required. The cheapest rooms available are the shared apartments, (3 bedrooms, a shower, a toilet, a kitchen and a washroom). The others are single rooms, self-contained.</p>	<p>Prices range from 206 EUR to 278 Euro, utility costs included. A deposit of two months rent is required. The cheapest rooms available are with shower and toilet on the floor.</p>	<p>Prices range from 235 EUR to 400 EUR, utility costs included. A deposit is required.</p>	<p>Prices range from 210 EUR to 370 EUR, utility costs extra. Rooms can be furnished for an extra monthly fee. A deposit is required</p>

Application procedure			
You can find an application form on www.deggendorfer-studentenviertel.de → "Anmeldeformular"	You can find an application form on www.studentenhaus-deggendorf.de → "to the contact form"	Contact Dobak IMMOPartner e.K. via email, mail or telephone.	You can check availability on www.mrellok.de -> "Preise" -> Verfügbarkeit und Preise

4.5.2 Private Accommodation

There are private accommodations available in different parts of the town. You must stay in the private apartment for the whole period of your stay once you have accepted it (especially for exchange students).

The International office will try to ensure that all rooms are up to good standard of comfort and cleanliness, furnished and provide facilities for self-catering (cooking and washing). Telephone and Internet are not always available. Rooms and apartments can be shared. Prices for private furnished rooms or apartments range from 180 to 350 Euro excluding meals and utility costs (35-80 Euro per month).

For more information please go to:

<http://www.fhd.edu/auslandsamt/im/accommodation.html> or

contact the International Office at DUAS:

Iris Reul, Telephone +49 (0)991-3615-209, Iris.Reul@fh-deggendorf.de

Please note: In Germany you have to inform your landlord three months in advance about your plans for leaving. Only if you do this in time can you be sure that you will receive the bond deposit back.

It is also recommended to arrange a date when the landlord can check the room and when you can return the keys of the apartment.

The type of **electronic plug** used in Deggendorf is the Continental European Style.

4.6 Health insurance

Under German law, everybody studying at a state-recognised college or university is required to take out personal health insurance. Therefore you will need to submit an insurance certificate when you enroll at college or university. If you do not have private insurance, it is recommended to get a German health insurance card.

We highly recommend a German health insurance company, which offer a student health insurance policy at attractive rates. Please go to:

<http://www.fhd.edu/auslandsamt/sonstiges.html>

Please bring with you:

- enrolment certificate ("*Immatrikulationsbescheinigung*")
- passport
- student ID Card
- number of German bank account

If you are a European Union citizen

If you come from an EU-country and are **publicly health insured**, you are entitled to use the public medical care, which means that your health insurance will cover all the

occurring costs for medical treatment. Therefore you have to present a form (E111 or E128 or the new European health insurance card) to a governmental health insurance organisation (DAK, AOK, Techniker-Krankenkasse or Barmer) in Germany and apply for an exemption there.

How to apply?

1. Go to a German health insurance company with one of the above mentioned forms, E111, E128 or the European health insurance card.
2. Leave your address and a copy of your form.
3. You will receive the card one week later by mail.

If you come from an EU country and are **privately health insured**, you need a certificate from your health insurance company, which shows that your health insurance fulfils the requirements from §7 Abs. 2 of the "*Freizügigkeitsverordnung/EG*".

These requirements are:

- The insurance has to cover costs for medical care for all possible treatments (dentist, hospital, rehabilitation treatment), medicine, drugs, bandages, other medical aid, pregnancy and birth.
- It is required that your insurance agrees to the fact that there is no limitation on the occurring costs.

Of course, initially, you have to cover the occurring costs yourself. Due to the fact that these costs can increase very fast, we would like to recommend you to arrange for a contract with a German health insurance company. This would cost you around 55 Euro per month. Then the occurring costs are fully paid by the German health insurance company.

If you are not a European Union citizen

You need to take out health insurance in Germany. If you are under 30 years old, the monthly price is around 55 Euro. Otherwise, it can cost up to 100 Euro as the price is age dependant. The below link can supply you with useful information about the health insurance: <http://www.aok-bv.de>

If you have health insurance in your home country, you have to bring a certificate from your company, which shows that your health insurance will fulfil the requirements from §7 Abs.2 of the "*Freizügigkeitsverordnung/EG*".

These requirements are:

- The insurance has to cover costs for medical care for all possible treatments (dentist, hospital, rehabilitation treatment), medicine, drugs, bandages, other medical aid, pregnancy and birth.
- It is required that your insurance agrees to the fact that there is no limitation on the occurring costs.

You have the possibility to go to a German health insurance company during your stay in Deggendorf.

It is not enough to just have a travel insurance!

The health insurance companies closest to DUAS are:**TK (Technikerkasse)**

Herr Michael Reinhold
Im Gewerbepark A 14
93059 Regensburg

Telephone +49 (0)941-4096201
Fax +49 (0)1802-00112351313
Mobile +49(0)175-7225184
Michael.reinhold@tk-online.de

He will be at the university during the orientation week and has fix appointments when he comes directly to the university.

About 14 days before you leave, you need to go to your insurance company in order to terminate your insurance and return the insurance card.
Paperwork will be done at the TK.

AOK

Frau Claudia Metzger and Herr Uwe Eisenhut
Bahnhofstr. 94, 94469 Deggendorf

Telephone +49 (0)991 3881-199 or 170
Fax +49 (0)991 3881-127

Contributions will be booked automatically every month. If no German bank account is provided, then the full amount has to be paid in advance.

About 14 days before you leave, you need to go to your insurance company in order to terminate your insurance and return the insurance card.
All paperwork will be done at the AOK.

DAK

Herr Dull
Veilchengasse 19
94469 Deggendorf

Telephone +49 (0)991 37132-0
Fax +49 (0)991 37132-19
DAK120500@dak.de

Contributions have to be paid for six month in advance.

About 14 days before you leave, you need to go to your insurance company in order to terminate your insurance and return the insurance card.
Paperwork will be done at the DAK.

Of course you could also apply at any other insurance company.

4.7 Student Associations

AKI CLUB INTERNATIONAL e.V.	AKI Club International e.V. C/o Akademisches Auslandsamt Fachhochschule Deggendorf Edlmairstr. 6 und 8 94469 Deggendorf http://www.aki-deggendorf.de
ALUMNI NET e.V.	Alumni Net e.V. Fachhochschule Deggendorf Edlmairstr. 6 und 8 94469 Deggendorf http://www.alumni-net.org
MULTIMEDIA AND INTERNET	Arbeitskreis Multimedia und Internet c/o Fachhochschule Deggendorf Edlmairstr. 6 und 8 94469 Deggendorf Telephone +49 (0)991 3615 100 Fax +49 (0)991 3615 199 heribert.popp@fh-deggendorf.de
CONSULT IT!	Consult it! Studentische Unternehmensberatung e.V. c/o Fachhochschule Deggendorf Edlmairstr. 6 und 8 94469 Deggendorf kontakt@consult-it-online.de www.consult-it-online.de
FIRST CONTACT	First Contact e.V. c/o Fachhochschule Deggendorf Edlmairstr. 6 und 8 94469 Deggendorf www.firstcontact-ev.de
PROJECT GROUP "STUDENTS TO THE NET"	S@N – Studenten ans Netz The S@N project group was founded in 2002 to enable students, professors and the staff of the university to use the university network with their own computers. san@fh-deggendorf.de
"ASSOCIATION OF DEGGENDORF CIVIL ENGINEERS"	VDBau – Verein Deggendorfer Bauingenieure e.V. c/o Fachhochschule Deggendorf Edlmairstr. 6 und 8 94469 Deggendorf vdbau@fh-deggendorf.de www.vdbau.de
"ASSOCIATION OF DEGGENDORF COMPUTER ENGINEERS"	WI Project e.V. Verein der Deggendorfer Wirtschaftsinformatiker c/o Fachhochschule Deggendorf Edlmairstr. 6 und 8 94469 Deggendorf wi-project@fh-deggendorf.de www.wi-project.de

“COME”	Verein der Maschinenbauer c/o Fachhochschule Deggendorf Edlmairstr. 6 und 8 94469 Deggendorf come@fh-deggendorf.de http://www.comenet.de
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5. Student services

5.1 Student Affairs Office (“Studentensekretariat”)

Here you can ask for information concerning your student data, registration for exams, transcripts etc.:

Business Administration, Strategic and International Management

Responsible person: Ms. Herde
Telephone +49 (0)991 3615-234
Fax +49 (0)991 3615-297
Angelika.Herde@fh-deggendorf.de

Civil Engineering, Ressource and Environment Management

Responsible person: Ms. Schlederer
Telephone +49(0)991 3615-235
Fax +49(0)991 3615-297
Julia.Schlederer@fh-deggendorf.de

Business Information Systems, International Management, International Students Registration

Responsible person: Ms. Münch
Telephone +49 (0)991 3615-232
Fax +49 (0)991 3615-297
Melanie.Muench@fh-deggendorf.de

Electrical and Information Engineering, Media Technology

Responsible person : Ms. Festner
Telephone +49 (0)991 3615-231
Fax +49 (0)991 3615-297
Sabine.Festner@fh-deggendorf.de

Mechanical Engineering and Mechatronics

Responsible person: Mrs. Wiederer
Telephone +49 (0)991 3615-233
Fax +49 (0)991 3615-297
Claudia.Wiederer@fh-deggendorf.de

Tourism Management, Industrial Engineering, Extra-occupational Master programmes

Responsible person: Mr. Achatz
Telephone +49 (0)991 3615-240
Fax +49 (0)991 3615-297
Anton.Achatz@fh-deggendorf.de

5.2 Vorlesungsverschiebungen and Study facilities

5.2.1 “Vorlesungsverschiebungen”

Sometimes lectures are postponed or cancelled. You can look it up on the homepage of the DUAS www.fh-deggendorf.de.

Go to Departments/Fakultäten on the left-hand side, choose your field of study, e.g. Business Studies/Betriebswirtschaft (**also for International Management students!**) and go to “Topaktuell”

click on “Vorlesungsverschiebungen” and choose your semester or just click here <http://www.fh-deggendorf.de/bwl/topaktuell/verschiebungen/index.html>

5.2.2 Canteen (Mensa/Cafeteria)

The canteen (“Mensa”) is the place on campus, where you can go and have lunch.

Location:

It is located on the second floor of building F and sells food which is subsidised by the Bavarian government and therefore extremely cheap. The cafeteria is on the ground floor.

Procedures:

Payment in the canteen is without cash. Here you will pay with your Student Identity Card (Studentenausweis). In the hall in front of the cafeteria you will find 2 machines on the wall where you can recharge your card. You can only do this with banknotes, no coins are accepted. Or you can get a mensa card from the *Studentenwerk* in F101 upon making a down payment.

You have the possibility to arrange your own meal out of a few offered dishes. The canteen offers two different main dishes including daily vegetarian meals, various side dishes and salads, different dressings, and a large range of drinks. There should be something available that suits your individual taste.

The cafeteria offers, sandwiches, various rolls, cakes and other sweets and also a large variety of cold and hot drinks. You also pay without cash.

Prices:

You can find the prices of the meals of the day on a sheet next to the door of the cafeteria. Keep in mind that you always have to look for the student prices, for staff and visitors there are different ones.

Usually, the prices range from 1,80 € to 3 € for a normal meal. Normally, there is a “daily meal” (Tagesgericht = TG) for around 1,60 €. For soups you have to pay 0,40 €, for complimentary food and desserts around 0,50 €.

Opening hours:

The canteen is open daily from Monday to Friday between 11 a.m. and 1.45 p.m.

Opening hours of the Cafeteria:

Monday until Friday: 7.00 a.m. – 4.00 p.m.

Saturday: 8.00 a.m. – 1.30 p.m.

5.2.3 Library

The library is one of the most important places on campus for students searching for theoretical knowledge. The library offers the latest publications in both the theoretical and practical fields of applied sciences. In addition, the library provides a copy of the daily newspapers of the region as well as a couple of international newspapers and magazines. Studying by way of multimedia resources is possible through several well equipped single computer rooms. For group meetings in the library, there are several group meeting rooms.

To borrow books from the library, you need to become a member and you will receive your personal membership card free of charge. The registration form is available in the library itself. It will take a couple of days to get the **ID card**. To apply for this card, you are required to:

- Fill out the application form. This can be done in the library in building G.
- Then make an appointment to take part in a compulsory guided tour.

The loaning of books, magazines and newspapers is offered for free. Loaning time differs between one day and four weeks.

Whenever books are needed that are not owned by the university library, they will be sent from libraries all over Germany to Deggendorf (inter-library loan). The staff in the library speaks English, so please feel free to ask for their assistance.

Opening hours of the Library

Monday to Thursday: 8.00 a.m. – 8.00 p.m.

Friday: 8.00 a.m. – 6.00 p.m.

5.2.4 Computer Center

Students have free access to computers and internet connection at the Deggendorf University of Applied Sciences. There are several computers available for students where you can check your e-mails, do some research, etc.

A-building:

On the ground floor at the very end there are two computer rooms A008 and A009. As there are also lectures taking place there will be signs outside the rooms telling you if there is a lecture right now (“Vorlesung, bitte nicht stören” in red) or not (“Keine Vorlesung” in blue). Please do not disturb the lectures.

D-building:

On the second floor, room D224 is another computer room which can be used if there are no lectures taking place.

C-building:

Another computer room is located on the second floor of the C-building.

G-building:

There is a large computer room on the second floor. Computers in the library can only be used for research.

Log-in:

Before using the computer you have to log-in by pressing Strg+Alt+Entf simultaneously. Then you have to type in your name and your password.

You will get your name and password during the Orientation week.

To get your password on your own:

- go to the computer center, Room 207 in Building G

- fill in a form that will be given to you there

You must wait a maximum of one week until you will be able to log on to the computer system of the university. Generally, your **log-in name** is build up from the first letter of your first name followed by the first letter of your family name, then your birthday (only the day, no month, no year) and the last three digits of your matriculation number.

You will be entitled to 2 MB space for this account. If you apply for an account you will be also agreeing to the following **terms of use**:

- You are not allowed to install programs on any of the computers at the university
- It is forbidden to download video or music files (mp3, mpeg, or avi)
- You are not allowed to give your password or login name to other people

Note:

You have to pay for every sheet of paper you print. The price range is 5-10 cents, depending on what kind of printer is used for printing (laser printers are cheaper than ink printers).

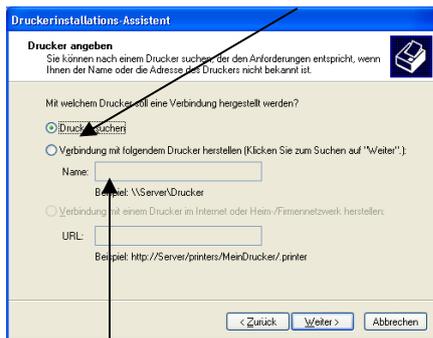
When it is time to leave, please make sure you go to the Computer Center so that your e-mail and log-in account can be deleted from the university's virtual space.

Install a printer

Before you print for the first time you have to install a printer on your account.

After having logged-in click on

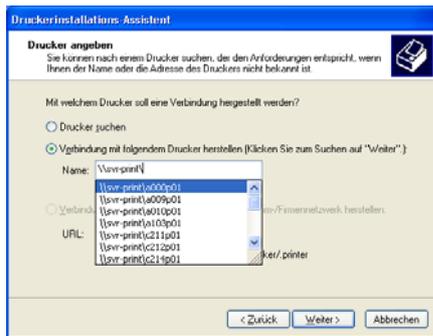
- ➔ Start (down left)
- ➔ Drucker und Faxgeräte (German version)
- ➔ Drucker hinzufügen (left-hand side) -> the assistant will open up
- ➔ Press "Weiter"
- ➔ The right option is already chosen -> click on "Weiter"
- ➔ Now choose "Verbindung mit folgendem Drucker herstellen"



Now you can enter the printer's name (you can find it on the printer).

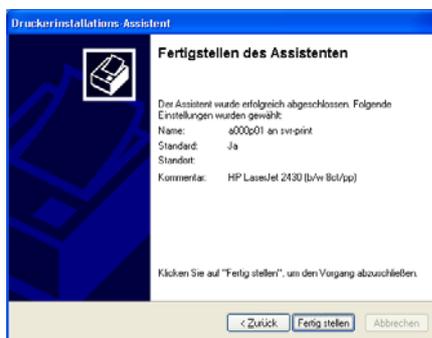
- ➔ Press "Strg Alt and ß (next to 0)" simultaneously twice so you get \\.
- ➔ Enter \\svr-druck\share name in the name array. The share name is composed in the following way: Building (wing) + room number + B oder C (B stands for Black and White or C which stands for Colour) + class number + "_" + serial number.

If you are not sure about the name of the printer, go to the printer. There is always a sign with the exact name of the printer.



→ Press „Weiter“ and then you can choose whether you want the added printer as your standard printer or not.

→ Press „Weiter“ and ...



→ “Fertig stellen” the printer is installed.

Print and Copy

To print out or to make copies, you need to recharge your Student Identity Card (*Studentenausweis*) at the terminal across the Copy shop in building C. Incoming payments for printing and copying are only possible at that terminal. Please notice that the cafeterias account balance and the printer's account balance are separated!

5.2.5 e-Mail account

As a student of the FH Deggendorf you will get an e-Mail account where you will receive all the important e-mails about parties, lectures, events, etc. So check it regularly.

When you are at one of the computers in the DUAS just type “webmail” in the address bar and press Enter. When you are outside the FH it is “webmail.fh-deggendorf.de” without www.

This window will open:



Now type in your first name dot your last name e.g. Luis.Fernandez and your e-Mail password. Your e-Mail password is your matriculation number. Every e-Mail address consists of the first name dot the last name @stud.fh-deggendorf.de for students and @fh-deggendorf.de for professors or staff. So you can easily write an e-Mail by just knowing the complete name and right spelling. You can also look up e-Mail addresses.

But first we suggest to alter the language. Go to “Optionen” in the very first row upwards and then “Voreinstellungen für Anzeige”

In the third row you can choose at “Sprache” your preferred language. Unfortunately not all languages listed are working properly.

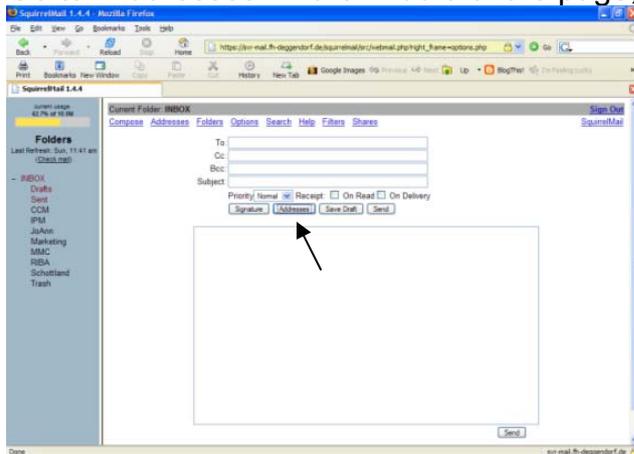
Click on „Senden“ at the very bottom then on “Seite aktualisieren” and the language should be changed.

You have a storage capacity of 10MB which is not that much. If your account is too full you will get an e-Mail asking you to delete some e-Mails.

Writing emails and finding email-addresses

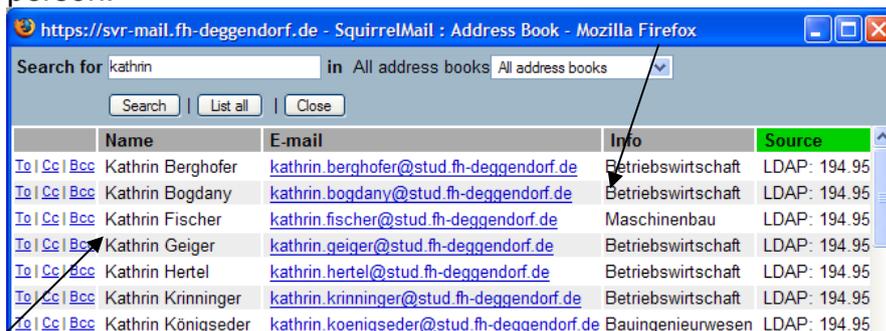
If you want to write an e-Mail, click on “Compose” in the very first row. If you don't know the complete name of your addressee or you are not sure about the spelling you can look up the e-Mail address.

Go to “Addresses” in the middle of the page, not in the first row.



A separate window will pop up.

Now you can either enter the first or last name or the complete name and all results will be shown. If you enter just the first name, all persons with that name will be listed, the same with last name. Besides the names and e-Mail addresses the department they are studying in or working for will also be shown so you can easier pick the right person.



Click on “To” or “Cc” or “Bcc” and the address will be automatically inserted in the e-Mail.

With your account you can establish a personal address book with the addresses you need mostly and you can also establish some folders where you can store e-Mails. Just click on “Folders” in the first row and name the folder. It will then be listed on the left-hand side. There are lots of options with this e-Mail account so just explore them!

5.2.6 iLearn/ Moodle

“iLearn” or Moodle is the name of the information and communication platform of the Deggendorf University of Applied Sciences. Many professors use iLearn to load up useful and import information about their classes (e.g. scripts). Moreover, you can find interesting information about your course of study in general and you have the opportunity to discuss with other students or your professor in a forum belonging to the class.

To find the platform, open www.fh-deggendorf.de.

Click on “Notebook-University” on the left. Then click on “ilearn-Lernplattformen” on the left-hand side. Now you have to click on your field of study.

To get there more easily, you can also enter the following link: <http://194.95.98.49/moodle/>.

You can change the language of the “iLearn”-site on the top right. To enter the platform you need to register first.

- ➔ On the right-hand side you can see the login.
- ➔ Click on “Create a new account”.
- ➔ Now you have to choose a username and a password and you need to fulfill the form. After you have fulfilled the form, you only need to click “Create a new account” on the very bottom.
- ➔ After a couple of minutes you will receive an email with a link. You need to click on that link to verify your data. Now you are all set up to start using the platform.

On the first page of the “iLearn”-platform you can see all different fields of studies. Choose your field of study and click on the current semester. You will come to a page with all different classes of your course of study. Click on the course you need information for. You need a password to sign in. The password should be given to you by your professor. After signing up for the class, you are able to access all the information.

5.2.7 Language Centre

The Language Centre is the first step towards international communication for all the students. The Language Centre of the Deggendorf University of Applied Sciences offers a wide variety of foreign languages as well as German as a foreign language. The language courses are tied into the accompanying UNIcert-Certificate programs, which students can complete along with their studies.

The main focus of the Language Center is teaching oral ability and listening comprehension skills. Written expression, text comprehension and the various forms of a language (i.e. grammar) will also be practiced, but communication skills are of primary importance. Absolute correctness is not the goal. For that purpose small

groups, as well as group and partner work, are considered as essential components of the university's language program.

The university offers several levels of **German** as a foreign language. During the semester the courses (4 hours a week) are **mandatory**. The beginner levels are taught in English, the advanced levels are held in German. There are also intensive courses one week before the semester starts, including the orientation week organized by the university (fee: about 80 Euro).

The DUAS Language Centre offers TestDaF, the alternative to DSH, about twice a year.

The Deggendorf University of Applied Sciences also offers other language courses:

LANGUAGE	LEVEL	HOURS
CHINESE	beginner level (A1)	2 hours a week
CZECH	beginner level (A1)	2 hours a week
ENGLISH	several levels (A2 – C1) (from beginner to intermediate), possibility to do the TOEIC test	2 hours a week
FRENCH	3 levels (A1 – B1)	2 hours a week
ITALIAN	4 levels (A1 – A2)	2 hours a week
PORTUGUESE	beginner level (A1)	2 hours a week
RUSSIAN	beginner level (A1)	2 hours a week
SPANISH	6 levels (A1 – B1)	2 hours a week
SWEDISH	beginner level (A1)	2 hours a week
GERMAN	Several levels (A1 – C1) (from beginner to intermediate), possibility to do the TesDaF	4 hours a week

It is mandatory for all exchange students to do a German course!

Please note that several language courses are installed on the computers in the library and can be used by every student.

5.2.8 Career Services

The Career Center helps you to find your place in the job market. The Career Service is a mediator between job market and university and therefore collaborates with various companies, the university, graduates and students.

The Career Service can help you to improve your competitiveness on the job market via seminars and a set of lectures and presentations from various companies.

Another important task of the Career Service is finding

- internships
- companies where students can write their diploma thesis
- jobs for graduates

This data is collected in a database which is regularly updated and made accessible for students ("*Online-Karrierebörse*").

Working regulations

Students coming from an EU member state do not need to apply for a work permit. Students not coming from an EU country have to apply for work permission if they want to start a job, which takes **longer than 90 days per calendar year** (or 180 half days with up to 4 hours work).

If you need further information, please contact the Labour Office ("*Arbeitsagentur*") in Deggendorf. The telephone number is +49 (0)991 3101-0.

How to get a job

If you are looking for a job, the Labour Office might help. Sometimes you can also find job announcements on the bulletin board in the university. In general, part-time jobs for students are scarce and not easy to find.

5.2.9 Copy Shop

For copying lecture materials, books and study materials there is the copy center. The Copy Centre is open Monday thru Friday, 9 a.m. to 4 p.m.

Location:

At the end of building C you will find the copy shop.

Get a copy card:

To copy something in the FH you have to buy a copy card here. You will have to pay 5 € deposit which you will get back when you return the card.

Charge Student Identity Card (Studentenausweis):

Students can use their Student Identity Card (*Studentenausweis*). To make your copies, you need to recharge your card at the terminal across the Copy shop.

You can charge your card only with bills, starting from 5 EUR.

With your card you can make copies at any copy machine on the campus.

Copying:

To copy something put your card on the little box next to the printer and it will show you how much credit you have left. A black and white copy costs 5 cents.

Additional info:

In the copy shop you can also:

- Print something from a CD or USB device.
- Buy office supplies like pens, folder, text marker etc.
- Copy scripts which the professors put there for copying.
- Buy promotional material of the FH like T-shirts, jacket, cups etc.

5.3 Facilities for special needs students

For students who need a wheelchair or crutches, there are elevators in each building of the Deggendorf University of Applied Sciences. Ramps and broad doors secure easy entrance to all buildings. Also a rest room accessible for handicapped people is available. Getting around on campus is fairly easy as all of the buildings of the Deggendorf university are constructed around a central atrium. Next to building E there is a parking lot for handicapped people.

If mothers need to bring their children with them to the campus, they can use the diaper changing table provided by the university in building E.

7. Extra-mural and leisure activities

7.1. Entertainment

AKI – Club International e.V.

This student group organizes parties, sightseeing tours and trips, e.g. to the “Oktoberfest” in Munich, Vienna, Berlin, to the Christmas Fairs in Nuremberg and Salzburg etc. Just check out the events on <http://www.aki-deggendorf.de>.

What to see and do in Deggendorf

CINEMA	Movie industry is well organized in Deggendorf. The newest Hollywood pictures are available for viewing at both of the cinemas located in town. If you want to spend time together, take the opportunity to go to the cinema. http://www.lichtspielhaus.com/ Addresses: 1) Westlicher Stadtgraben 2) Pfluggasse (Schwali)
SHIPS	If you want to spend time together in nature, just feeling wind and water, go to the Danube coast - it's possible to make a trip on a ship there!
MUSEUMS	You can always go to museums to find out about the history of Deggendorf.

Nightlife

You should be aware that Deggendorf is not a big city like Munich! Still there are a lot of possibilities to have fun in Deggendorf. For nightlife lovers, Deggendorf and the surrounding areas offer a few modern clubs. Next to a few student bars and pubs in the city centre there are several comfy cafes and cocktail bars which offer affordable and good food. You can reach them all within 5 minutes on foot, if you live around the city center or in the student dormitory. Most bars have special student nights during the week.

TAYA	For those who love dancing, Saturday would be the best day for doing that! In TAYA, there are all world radio hits! Just enjoy yourself! Michael Fischer Platz 3 Opening hours: Thursday: 10:00 p.m. - 4:00 a.m. Friday: 10:00 p.m. - 4:00 a.m. Saturday: 10:00 p.m. - 5:00 a.m.
Musikbar Freudenhaus	Michael Fischer Platz First floor of the City Center http://www.musikbar-freudenhaus.de/ Opening hours: Thursday and Saturday: 20:00 – 5:00 Free Entrance

First Floor	Veilchengasse 16 www.firstfloor.net Possibilities: Bistro, Billiard, Dart Special events like Karaoke, International Party etc
Alcedo	Michael Fischer Platz 4 www.alcedo-lounge.de
Seven Drunken Nights Irish Pub	Pfleggasse 9 Monday – Sunday: 8:00 p.m. – 12:00 p.m.

7.2. Trips

Here you will find some tips for your private trips within Bavaria or to near-by cities.

Traveling by Train:

Under www.bahn.de you can find all necessary information for your trip through Bavaria, Germany or to a foreign destination in English, French and Italian. Furthermore at <http://reiseauskunft.bahn.de/bin/query.exe/en> and www.db.de you will be shown the timetable and the costs of your trip.

A special offer by the Deutsche Bahn is the Happy-Weekend-Ticket or the Bavaria-Ticket:

Bayern-Ticket (Bavaria-Ticket)

Package price EUR 28 if you buy your ticket online or at the ticket machine. EUR 30 if you purchase your ticket at the DB travel center. This ticket is valid for up to 5 people from Monday to Sunday for one day of your choice from 9 a.m. until 3 a.m. of the following day (on bank holidays for the whole day) on Saturday and Sunday and bank holidays from 0 a.m. until 3 a.m. of the following day. It can be used on all local trains (Interregio-Express (IR), Regional-Express (RE), Regionalbahn (RB), S-Bahn) and the entire transport system in Bavaria as well as the Münchner Verkehrsverbund (MVV) and Verkehrsverbund Nürnberg (VGN), Augsburger Verkehrs- und Tarifverbundes (AVV) and many more. The ticket is also valid to Salzburg, Austria.

Bayern-Ticket Single (Bavaria-Ticket Single)

It costs 20 EUR if you buy your ticket online or at the ticket machine. EUR 22 if you purchase your ticket at the DB travel center. This offer is only for one person with the same conditions as the Bavaria-Ticket.

Bayern-Ticket Nacht (Bavaria-Night-Ticket)

Valid from Monday thru Friday from 6 p.m. until 6 a.m.. If you book it online it costs only 20 EUR. On Saturdays, Sundays and bank holidays it is even valid until 7 a.m. of the following day. The offer is valid for up to 5 people with the same conditions as the Bavaria-Ticket.

Happy-Weekend-Ticket (Schönes-Wochenend-Ticket)

Valid for up to 5 persons travelling together on Saturdays or Sundays between 12 p.m. until 3 a.m. of the following day. If you buy your ticket online it costs only EUR 33. You can also purchase the Happy-Weekend-Ticket on all DB-ticket automats or

for 2 EUR more in all DB travel centers or DB agencies. The ticket is valid on all local trains in Germany, 2nd class only.

Make sure you are not traveling with an IC, EC or ICE; there you will have to pay extra fees and a fine if you do not have the correct ticket!

Interested? For more information about the Bavaria-Tickets, check out:

http://www.bahn.de/international/view/en/prices/germany/laender_tickets.shtml .

For more information about the Happy-Weekend-Ticket, go to:

<http://www.bahn.de/international/view/en/prices/germany/swt.shtml> .

Traveling by Car

If you want to take a trip by car then you might want to consider the option of renting one in Deggendorf. Here are some contacts:

Sixt GmbH & Co. Autovermietung KG

Hauptstr. 31

94469 Deggendorf

Phone: 0991-340933

Fax: 0180 5 22 29 30 00 59

<http://www.sixt.de>

Europcar Autovermietung GmbH

Donaustr. 2

94469 Deggendorf

Phone: 0991-4034

<http://www.europcar.de>

In order to rent a car you have to have a driver license for at least one year (for some type of cars even longer) and be at least 19. About special requirements please inform yourself on the above mentioned websites.

Drinking and driving is not allowed in Germany like elsewhere. The legal blood alcohol limit is 0.3 ‰ but the police might even take your driver license with less blood alcohol.

Be on the safe side and don't drink and drive!

Cities that you could (should) visit during your stay in Deggendorf

München – Munich – Monaco di Baviera

The capital of Bavaria, the city with the Franz-Josef-Strauß airport where you might have landed, is only an one hour drive from Deggendorf, with the train one and a half hours. More information about the trains you will find on the homepages on the Deutsche Bahn described above and info about the city under www.munich.de. If you need a cheap place to stay, try the German youth hostels, which have very good standards, info under www.djh.de.

Berlin

Our German capital is a must for all foreign people. Take the chance and visit this great city. Train info on www.bahn.de and www.berlin.de and www.djh.de.

Wien – Vienna --- Österreich – Austria

You could also go to Vienna by train. With the EuroCity train from Plattling you can get there in about 3.5 hours. If you book it online early enough, it will cost you only about 50 € back and forward, or ask for cheaper group tickets at Deggendorf's train station.

For more information about Vienna visit <http://www.vienna.at/> and for information about hostels check out <http://www.hihostels.com/>.

Praha – Prague – Prag --- Česká republika – Czech Republic – Tschechien

The easiest and cheapest way to the golden city in the heart of Bohemia is to take the train from Deggendorf to Bayerisch Eisenstein. At the train station you walk over the border and take the Czech train to Plzeň/Praha. At the border you will need your passport or even a visa if you are not EU-citizen. Please check with the Czech embassy in your home country. The Train will continue to Plzeň, where you have to change trains to finally reach Praha hl.n. (hlavní nádraží/main station).

In Czech Republic you still pay with CZK!!! (26 Czech Koruna = 1 Euro)
The train takes 5.30 hours and to the border it cost 11€ or with the Bayern-Ticket 5,60€ for 5 persons. You can get a really cheap group ticket from the Czech border for about 6€ per person to Prague. Just ask at the ticket booth at the border train station. Do not buy the whole ticket in Germany, it will be more expensive (39€ per person instead of 12€).

A cheap and central place to stay at in Praha is the Traveler's hostel (www.travellers.cz take the Dlouhá pension and hotel) It is located near the Old town square, next to the much known disco "Roxy". Alternatively <http://www.hihostels.com>

You can find further information on <http://www.pis.cz> in many languages.

Budapest --- Hungary – Ungarn

The EuroCity train from Plattling takes you to Budapest in 6.5 hours. Hungary, like the Czech Republic, is not yet a member of the Schengen agreement. Some of you therefore might need a visa! Please check with the Hungarian embassy in your home country. The currency is HUF - Hungarian Forint (1 Euro – 276 Forint).

Tip: in Budapest you will find a great variety of festivals in summer!
Info: <http://english.budapest.hu> and for hostels <http://www.hihostels.com/>

7.2. Sports facilities

7.2.1 Sports facilities provided by the university

The University of Applied Sciences Deggendorf offers a broad variety of sports to all students (e.g. aerobics, badminton, baseball, basketball, soccer, jazz dance, karate, rowing, skiing weekends, climbing (indoor), squash, icestock sport, diving, tennis and volleyball). The Sports Program ("*Hochschulsportprogramm*") is expanding continuously and the final goal is to offer every kind of sports which is of any interest to the students. Due to the fact that there are some kinds of sports which are normally not practised in summer/winter the programme is different every semester.

For some information about the sports program look on the homepage:
<http://www.fh-deggendorf.de/service/hochschulsport/index.html>

If you have any questions concerning sports, please do not hesitate to contact Mr. Kaiser (e-mail: peter.kaiser@fh-deggendorf.de).

7.2.2 Sports facilities outside the university

BOWLING	<p>This is the game you can play with great interest despite your age or experience. Therefore, you can go all together, no matter, how old you are. Bowling is the game to play and to enjoy! It is sport and action, it is entertainment and rest, it's music and mood! You should go and try it!</p> <p>Address: TSD-Sportanlagen GmbH - Eginger Straße 35</p>
SQUASH	<p>One of the most fascinating and physically intensive sport games. Energy spending playing squash is 2-3 higher than in classic tennis. Squash trains stamina, movements' coordination; it has a positive effect on cardio-respiratory organism's functions.</p> <p>Address: TSD-Sportanlagen GmbH - Eginger Straße 35</p>
TENNIS	<p>Fine indoor court, good lighting, well ventilated. You can play as you want or train under the guidance of a professional instructor. Besides, you always have an option to rest in the sauna after a tough game.</p> <p>Address: 1)Eginger Straße - from university parking lot 50 m to the Danube 2)Graflinger Straße 3)Grund- und Teilhauptschule</p>
TABLE TENNIS	<p>Probably it is one of the most widespread, affordable, comprehensive and popular sport table games in the world. It reveals speed, accuracy, techniques as well as simple luck. In contrast to classic tennis, one can learn the basics of the game very quickly, but it takes a long time to become a master of the game. So if you want to relax together, try it out!</p> <p>Address: In the park of Deggendorf University of Applied Sciences, near the street.</p>
BILLIARDS	<p>If you want to spend time just somewhere inside, to enjoy the time together and experience the game, you should play billiards. The bar is near and its attentive waiters will follow, you will be able to order the drinks easily without interrupting the game.</p> <p>Address: In the pub The 1st Floor - Veilchengasse 16</p>

SWIMMING POOL	Elypso's water relaxation centre is the first complex of this type built in Deggendorf. The swimming pool offers water massages and you can also enjoy powerful streams of water and geyser fountains. Dive into the summer! For more information please see: http://www.elypso.de
SAUNA	There are different medicinal herb aromas in baths, which treat your organism emotionally and physically. Aromatic substances stimulate immunity, and improve the memory. Aromatherapy is an effective method of increasing work efficiency. Address: 1) TSD Sportanlagen GmbH - Eginger Straße 35 2) In some Fitness clubs
HORSEBACK RIDING	The horse is a beautiful, elegant and noble being. In spite of changing conditions and turning of time periods, one building of stables has remained from the beginning of the last century. You should experience this! Address: Donaustraße at the Danube coast, other side of the university
SUMMER TOBOGGAN RUN	Sit down in a toboggan with small rubber wheels and drive along the track. If you are going too fast, brake a little, if not, then smile! You have to visit summer-rodels because it's wholehearted leisure! For more information please see: http://www.sommerrodeln.de
BIKES	In summer, everybody in Deggendorf is on bikes. Lots of people ride around the city, to the Bavarian Forest and relax. It would be great to spend time together on bikes! Again wholehearted leisure! Address: Look for a map of routes in the city's Information Center. To rent a bike ask in the bike shops in the Center.
ICE-HOCKEY, ICE-SKATING	If you want to do sports actively in winter, you should play ice-hockey or go ice-skating. It is possible! Just take some comfortable clothes, and go to one of Deggendorf's ice-halls. You should get to know what ice is like! Address: 1) Konrad - Adenauer Straße - Eis Stadion 2) Neusiedler Straße 3) Eginger Straße
SNOW-BOARDING	Freedom! This word characterizes the snowboard park best. It doesn't matter if you are a professional or for the first time on the hill. No one is the best here - except best friends! This place is meant for you to be inspired, to meet new friends, to laugh and enjoy your own or others' achievements, and if necessary, to help each other. The snowboard park is a unique meeting place. Address: Look for a map of routes in the city's Information Centre.

SKIING	When it snows outside, everybody should feel the snow under their legs, you are not an exception! Arrange a meeting in the forest or just somewhere around the city to enjoy downhill skiing or cross-country skiing! Address: Look for a map of routes in the city's Information Centre
SLEDGE	If you have never tried skiing or snowboarding, you can go on with riding sledges. Try it on every possible hill!
FITNESS CENTERS	If you want to do something for your appearance, relax or just feel the hands of professionals, you will definitely find a place for that in Deggendorf. There are 3 fitness clubs, situated in the centre of the city or in the commercial area. Address: 1) Amedos, close to McDonald's http://www.amedos.de 2) Fitness Family (right in the center of Deggendorf) http://www.fitnessfamily.de 3) Tycoon - http://www.tycoon-fitness.de

8. Important

8.1. Medical facilities

8.1.1 Pharmacies

Antonius-Apotheke Oberer Stadtplatz 19 94469 Deggendorf Phone: (0991) 99891-0	Apotheke im Arcohaus Bahnhofstr. 7 94469 Deggendorf Phone: (0991) 7061
Apotheke St. Martin Veilchengasse 9 94469 Deggendorf Telephone: (0991) 4124	Bahnhof-Apotheke Bahnhofstr. 13a 94469 Deggendorf Phone: (0991) 6676
Engel-Apotheke Luitpoldplatz 6 94469 Deggendorf Phone: (0991) 4860	Ludwigs-Apotheke Pfleggasse 31 94469 Deggendorf Phone: (0991) 5115
Marien-Apotheke Pfleggasse 2 94469 Deggendorf Phone: (0991) 5816	Rosen-Apotheke Oberer Stadtplatz 28 94469 Deggendorf Phone: (0991) 8992
Salvator Graflinger Str. 15 94469 Deggendorf Phone: (0991) 6201	Sonnen-Apotheke Walchstr. 4 94469 Deggendorf Phone: (0991) 3790390
Spitaltor Pferdemarkt 5 94469 Deggendorf Phone: (0991) 6144	Stadtpark-Apotheke Egger Str. 2 94469 Deggendorf Phone: (0991) 22154

They are open Monday – Friday from 8:30 a.m. until 6:00 p.m.; some of them are even open till 7:00p.m.

On Saturday most of the ones in the city center are open at least until noon, some longer. Sunday they are usually closed; however, during holidays and evenings there is a so called “Notfall-Apotheke” which changes daily.

8.1.2 Doctors

Doctors (<i>'Allgemeinmediziner'</i>)	Dentist (<i>'Zahnarzt'</i>)
Dr. Petra Ziegler-Schmidt Pferdemarkt 5 94469 Deggendorf Telephone +49 (0)991 383 1557	Dr. Franz Heigl Veilchengasse 7 94469Deggendorf Telephone +49 (0)991 33453
Dr. Harald Fischer Oberer Stadtplatz 19 94469 Deggendorf Telephone +49 (0)991 7366	
Psychologist (<i>'Psychosoziale Betreuung'</i>)	
Dipl.-Psych. Ute Neumann-Schmidt Dipl.-Psych. Stefanie Reiszky Graflingerstr. 30 b 94469 Deggendorf Telephone +49 (0)991-3831725	

If you want to see a different doctor, please look up telephone numbers and addresses in the local telephone book or in the internet under www.telefonbuch.de.

Search for

Allergology	“Allergologie“
General practitioner	“Allgemeinmedizin u. Praktische Ärzte“
Ophthalmology	“Augenheilkunde“
Chiropractor	“Chirotherapie“
Surgery	“Chirurgie“
Gynaecologist	“Frauenheilkunde u. Geburtshilfe“
Throat, nose and ear medicine	“Hals-Nasen-Ohrenheilkunde“
Skin and genital diseases	“Haut- u. Geschlechtskrankheiten“
Homeopathy	“Homöopathie“
Internal medicine	“Innere Medizin“
Cardiology	“Kardiologie“
Respiratory problems	“Lungen- u. Bronchialheilkunde“
Naturopathic treatment	“Naturheilverfahren“
Neurology	“Nervenheilkunde“
Orthopaedy	“Orthopädie“
Sports medicine	“Sportmedizin“
Tropical medicine	“Tropenmedizin“
Accident surgery	“Unfallchirurgie“
Urology	“Urologie“
Dentists and orthodontics	“Zahnärzte für Kieferorthopädie“

8.2. Emergency calls

Hospital	Rescue Service	Police	Fire Brigade
(„Klinikum Deggendorf“)	(„Rettungsdienst“)	(„Polizei“)	(„Feuerwehr“)
+49 (0)991-380-0	Emergency 112	Emergency 110	Emergency 112
	Red Cross 19222	Police station Deggendorf +49 (0)991-3896-0	

9. Additional information

9.1 Payment

You can pay with either cash, EC-card or credit card. Foreign EC-cards are accepted if they have the  sign on them. Sometimes you just have to sign the bill or you have to type in your PIN. EC-cards are widely accepted except in bakeries, butcheries, some supermarkets and in cafes.

Credit cards

Visa and MasterCard are the most accepted credit cards whereas most shops like supermarkets and smaller stores do not accept credit cards.

Usually you can see which kind of payment the store accepts at the doors or at the cash desk.

9.2. Telephones/Prepaid Cards

The international telephone code for Germany is **0049**.

The area code for Deggendorf is **0991**.

For calls within Germany the first 0 of the area code has to be included

Example: 0991-xxxxxx

To call from abroad to Germany the first 0 of the area code is left out

Example: 0049-991-xxxxxx

In case you want to use your cellular phone in connection with a German prepaid card you have the choice between the following four operators:

T-Mobile (Xtra)

More information (in German): <http://www.t-mobile.de>

Vodafone (CallYa)

More information (in German): <http://www.vodafone.de>

E-Plus (Free & Easy)

More information (in German): <http://www.eplus.de>

O2 Germany (Loop)

More information (in German): <http://www.o2online.de>

You can buy the cards online (with additional specials) or in most electronic stores in Deggendorf (for example MediaMarkt in Degg's or the phone store across the Tequila bar). If you want you can also get a phone with the card at extra charge.

Tip: Many (the majority of) German students have their accounts at O2 and E-Plus because especially for students they have great conditions. It will be cheaper for you to call your friends and colleagues when using the same net. Talk to your people!

9.3. Opening hours

Supermarkets like "Netto" (near the train station), Aldi (near the FH) and Lidl (in the commercial zone) are open from 08:00 a.m. until 08:00 p.m. even on Saturdays.

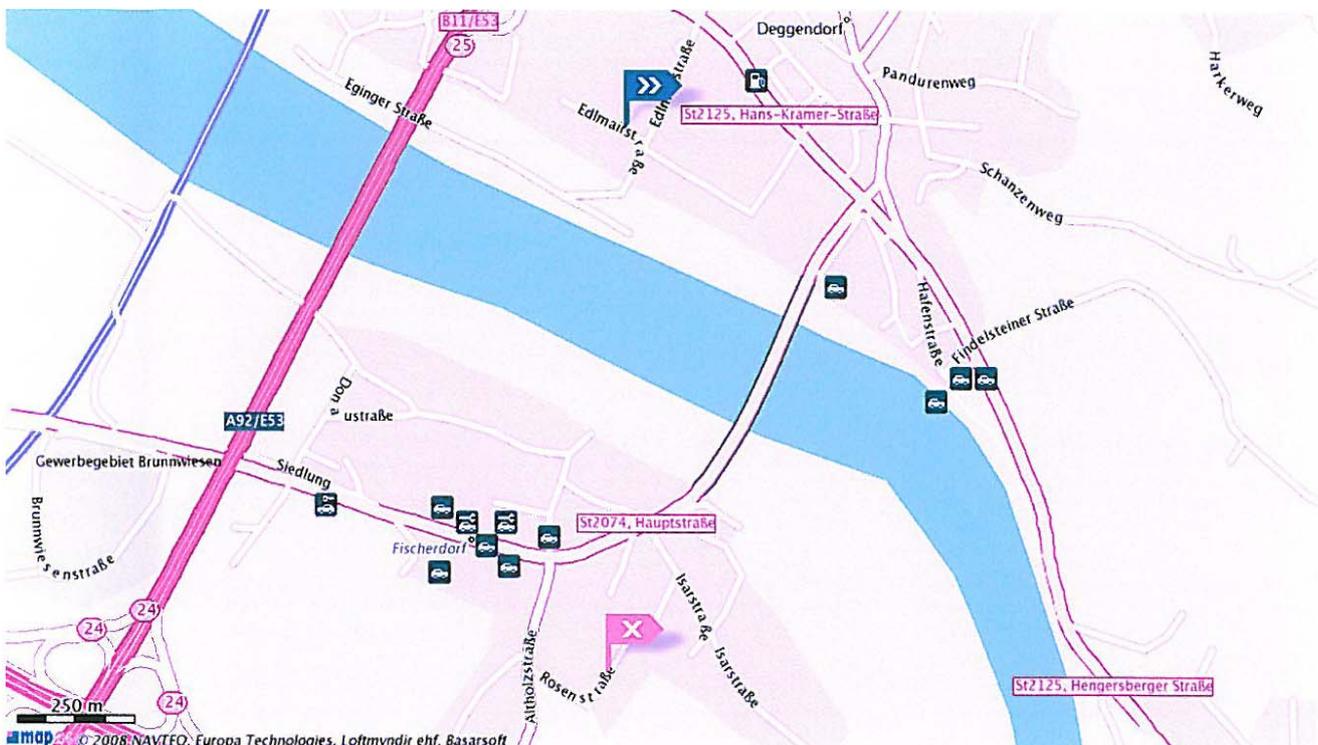
Gas stations close between 9:00 and 11:00 p.m., only Shell on Grafinger Strasse 49 is open 24 hrs. They are also open on Sun- and Holidays.

Shops are closed on Sundays!

The shops in bigger cities like Munich are open from Monday through Saturday till 08:00 p.m.

9.4. Way to the mosque in Fischerdorf/Deggendorf

There is a Mosque "*Selimiye Cami*" in **Fischerdorf**, which the muslim students can visit. It's in the "**Rosenstraße 12**".



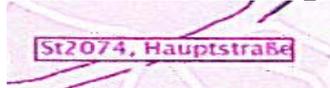


Starting Point is in the “Edlmairstraße” , where the FH Deggendorf is.



The destination is the “Rosenstraße 12”.

1. If you are in the “Edlmairstraße” you have to go straight ahead until you reach the crossway.
2. Then you have to turn right. Go straight ahead until the crossway where you can see the “**Donau Bridge**” (**Hauptstraße**) on your right side. Turn right.
3. On the “**Donau Bridge**” you have to go straight until you are in “Fischerdorf”.



4. Take the first road on the left side of the “**Hauptstraße**” to the “Rosenstraße”.
5. Go straight ahead in that road and turn right in the first crossway.
6. Go straight ahead and the mosque is on your right hand.

Selimiye Moschee

Rosenstraße 12

Fischerdorf/ Deggendorf

Tel: 0991/33763

Contact Person: Metin Ballikaya

10. Cultural Differences/Bavarian habits

Contracts, forms

You may have to sign a contract when you are renting an apartment, renting a car or contracting insurance. At least you may have to fill in some forms. Some of you might find it perfectly normal; to some of you it might appear strange and might cause a feeling like “Don’t they trust me?”. It is not that the landlord or landlady wants you to sign a contract because he or she does not trust you or is afraid that you might destroy something. That is how we Germans do it and that is also our need for safety.

So do not wonder if the first thing you do when you arrive in Germany is to sign a bunch of contracts and fill out many forms.

Recycling

In Germany recycling is done to reduce garbage. Therefore, you should separate your trash meaning paper belongs in a different garbage can (blue) than the rest of the garbage (black). It is also not usual to litter on the street. Please use the trash cans on the streets.

Food/drinks

Some might find it very strange and odd that you can get a beer at the university anytime but not a glass of milk. To us Bavarians beer is part of our culture and we consider beer as a thirst satisfying drink rather than something to get drunk on (which does not mean that we do not get drunk on beer). We have several different kinds of beers and you will certainly have the chance to taste at least some of them.

The traditional Bavarian kitchen is rather hefty with a lot of meat and sausages but in daily life we also eat a lot of foreign food like pasta, pizza, Chinese food, Greek food or Döner Kebab (Turkish) thanks to the influence of our fellow foreign citizens. So if you do not like hefty food you have plenty of other options!

German vs. Bavarian

Yes, Bavaria is a part of Germany. But that does not necessarily mean that we consider ourselves as Germans. Yes, we are Germans but first of all we are Bavarians. Bavarians are very proud of their culture, habits and traditions and want to stress that they are different from the rest of Germany. In Bavaria there are several different dialects still present and we are proud of our language which might cause some understanding problems for you but we will certainly use standard German if we see you don't understand us.

Daily life issues which might be different to your home country

If you are in a supermarket or drugstore and you are at the cash desk you might observe that paying and packing your stuff can be stressful. People are usually keen on being fast at the cash desk, not because the people in the queue would complain or the cashier would rush you, it's rather a natural behavior. So don't wonder when you are going to the supermarket!

If you are in Deggendorf during the winter you should ask your landlord or landlady who is responsible for the snow in front of your house. Every inhabitant is responsible for the snow on the sidewalk in front of his house meaning if someone slips and gets hurt because you haven't cleared your sidewalk you will have to pay some compensation to the person.

Stereotypes about Germans/Bavarians

"All Germans wear traditional cloths all day, the men wear these funny leather pants and the women wear those Dirndl dresses." – Wrong. First of all these funny leather pants and those Dirndl dresses are not German but Bavarian. And Bavarians only wear their traditional dresses on special occasions, e.g. special religious events, traditional weddings, fairs...

"Germans are so cold." – Partly true. To some people the German/Bavarian reserve may be considered as being cold. We rather want to see what's up and take a minute to evaluate the situation. Afterwards we can be very warm-hearted!

"Germans don't know how to party, they are always serious, have no humor and just work." – Wrong, so wrong. We may not be the Brazilians of Europe, dance around in the streets and sing in public but we certainly do know how to party, especially students! We have a rather dry kind of humor and like to use irony. And about the "...just work", well, we're students. No additional comment necessary.