Student Guide
(as of August 2018)
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1 Welcome

Welcome to Berlin International University of Applied Sciences. We are delighted to welcome you to our young and dynamic university in the heart of Berlin, Germany, and Europe. We strive to provide you with an excellent education in a stimulating, international and intercultural environment. We wish you a challenging and successful study experience!

1.1 Berlin International – A short history

Berlin International University of Applied Sciences is a dynamic young German institution, located centrally in Berlin. We are a state-recognized, non-profit university with a decisively international profile. Our university is part of the BAU Global Education Network with offices, campuses and universities on three continents and in several countries, including China, Germany, Italy, USA, Canada, Turkey, Cyprus and Georgia.

Berlin International started its teaching under the name “BAU International Berlin – University of Applied Sciences” in October 2014/15 with a small and dedicated group of students and professors. Since then, our institution has grown – and will continue to grow. We currently offer the following bachelor programs at the Faculty of Business Administration: Business Administration with a focus on International Management; Business Administration with a focus on Organizational Psychology; Digital Business and Marketing. At the Faculty of Design, we offer the following programs: Interior Design, Graphic Design and Visual Communication; Product Design. The Research Institute as well as the Center for Intercultural Dialog complete and underline our emphasis on international, intercultural and interdisciplinary teaching and applied research. In the mid-term future, more Bachelor and additional Master programs will complement our academic programs.

1.2 Berlin International – How to get to us

Berlin International is located in one of the central Berlin districts, called Charlottenburg-Wilmersdorf, directly bordering to Mitte. The campus is well-connected to both city trains (S Tiergarten, lines S 3, S 5, S 7, S 9; 8 minute walk) and metro (U Ernst-Reuter-Platz, line U2, 11 minute walk), as well as to the bus line 245, (bus stop Marchbrücke, 4 minute walk). The best way to reach us depends on your starting point. There is both a link (and an app) that can quickly show you the
most convenient and fastest way to us: https://www.bahn.com/en/view/index.shtml or http://www.bvg.de/en/. On average, it takes about 8 minutes from Berlin central station (Hauptbahnhof) to reach the campus; 10 minutes from Zoologischer Garten, 15 minutes from Friedrichstraße, 20 minutes from Alexanderplatz, 23 minutes from Berlin East station (Ostbahnhof), with public transportation.

2 Things to do before entering Germany

2.1 Visa formalities

2.1.1 Who has to apply for a visa?

International students may need a visa in order to study in Germany. Applicants for university studies from the following countries do not require a visa to enter Germany: European Union; EEA states: Iceland, Liechtenstein, Norway, Switzerland. As soon as you have found accommodation, you should make an appointment with the registration office (Bürgeramt/Einwohnermeldeamt), in your university town, where you can be issued with a document stating your right to remain.

If you come from Australia, Canada, Israel, Japan, New Zealand, South Korea or the United States you can enter Germany without a visa. If you stay in the country for more than three months, you will need to apply for a residence permit in Germany within your first three months here. The same applies for students from Andorra, Brazil, El Salvador, Honduras, Monaco and San Marino. They may enter without a visa if they do not intend to subsequently work in Germany. Side jobs while you study are excepted from this rule. Nevertheless, you should visit a German diplomatic mission in your country (embassy or consulate general) for further information before traveling to Germany.

You can find more information on visa regulations here:
https://www.auswaertiges-amt.de/en/einreiseundaufenthalt/visabestimmungen-node/staatenlistevisumpflicht-node

https://www.auswaertiges-amt.de/en/einreiseundaufenthalt/visabestimmungen-node

2.1.2 What type of visa to apply for and when?

Applicants from all other countries need a visa for study purposes in the Federal Republic of Germany. Embassies and consulates will provide information on current entry and residence requirements. If you apply for a visa, you have to apply at the consulate (or embassy) within the district you are registered in your home country. You find a current list of German missions abroad here: 
https://www.auswaertiges-amt.de/de/ReiseUndSicherheit/deutsche- auslandsvertretungen

A tourist visa does not entitle the holder to register as a student. Please take care to enter Germany with a visa suitable for your intended purpose of studying in Germany. Anyone with written approval (notice of admission) for preparatory study measures or a university place from a university can apply for a student visa. Anyone who is still waiting on the notice of admission or who has to sit an entrance examination will need to apply for an applicant visa. Once you arrive in Germany, you will need to submit your visa to the Foreigners' Authority (Ausländerbehörde) at the study location in order to convert this to a residence permit for study purposes. Thus please take care to enter Germany either with an applicant visa or a study visa if you intend to study at Berlin International.

It often takes several months for a visa to be issued. It is therefore important to apply for an applicant visa as soon as possible so that you can arrive before your courses start. You should not wait to receive confirmation of a university place, as the notice of admission arrives very late in Germany. It is preferable to apply for an applicant visa with the university's confirmation of application and then convert it to a residence permit for study purposes in Germany.

Please note that the Ausländerbehörde Berlin has three different offices at different locations and with different responsibilities:

- Keplerstraße 2 (U Mierendorfplatz, M 27): Intl. student matters
- Lise-Meitner-Straße: Visa matters only (as of August 2018, please check if this is still the case when you want to go there) (U Mierendorfplatz, M 27)
- Friedrich-Krause-Ufer 24 (S Westhafen, U Amrumer Straße)

You can find more information here: https://service.berlin.de/standorte/auslandsamt/
2.1.3 Visa extension

During your studies at BI you might have to extend your visa. Please check with the Foreigners’ Authority (*Ausländerbehörde*) what documents you need to bring in order to do that. Please contact Student Affairs long enough in advance (at least 3-5 working days) for any documents you might need from BI in order to confirm your studies and to apply for your visa extension.

2.1.4 Documents to bring

The documents you need to bring might vary – please check with the consulate/embassy responsible for you – but in general they include the following items:

- a valid passport
- a confirmation of application from the university (applicant visa) or the notice of admission from the university (student visa)
- proof of adequate funds for living expenses (proof of financial resources)
- (health insurance coverage)

2.1.5 Health insurance

It is mandatory for everyone to have health insurance while being in Germany and the proof of your health insurance coverage is mandatory for the registration process at BI (and at any other university in Germany).

Because Germany has concluded social insurance agreements (*Sozialversicherungsabkommen*) with the member states of the European Union, the European Economic Area and other states, the statutory health insurance of many international students is also valid during their stay in Germany. If you come from a state with which Germany has the above named agreement with, you need to have your insurance recognized by a statutory health insurance provider (*gesetzliche Krankenversicherung*) in Germany. Your insurance provider in your home country can tell you how to go about this. You will usually need a European Health Insurance Card (EHIC), which needs to be issued by your insurance provider in your home country. Sometimes taking out additional insurance cover is advisable. It is advisable to seek advice on this topic in your home country. These countries have social insurance agreements with the Federal Republic of Germany: EU countries, Bosnia and Herzegovina, Iceland, Israel, Liechtenstein, Macedonia, Montenegro,
Morocco, Norway, Serbia, Switzerland, Tunisia, Turkey. The EHIC card from the above named countries give the card holder health insurance cover in Germany. **Please note: you still need to have your insurance recognized** *(Beitragsbefreiungsbescheinigung)* **by a statutory health insurance provider** *(gesetzliche Krankenversicherung)* in Germany once you have arrived in Berlin. Your insurance provider in your home country can tell you how to go about this.

If you hold a private health insurance in your home country, this must be approved by a compulsory health insurance provider in Germany, which could mean that exemption is granted from mandatory health insurance cover in Germany *(Beitragsbefreiungsbescheinigung)*. It should, however, be considered carefully, because once such an arrangement has been made, admission to any mandatory health insurance provider in Germany will be rather difficult. You should make sure that your private insurance provides equal coverage to that of German public insurance. Your insurance provider abroad will inform you about the process.

**To enroll at a higher education institution, both people with statutory health insurance and people with private health insurance will need a certificate. This document proving that you are not required to take out German statutory health insurance *(Beitragsbefreiungsbescheinigung)* is issued by the statutory health insurance providers in Germany.**

If you are not insured with a health insurance provider that is recognized in Germany, you will have to take out insurance here. The statutory health insurance providers in Germany are obligated to offer an affordable tariff for students up to 30 years of age or until the end of their 14th subject-related semester. The health insurance has to be combined with an obligatory care insurance *(Pflegeversicherung)*, which the insurance companies do automatically. Thus the complete cost amounts to approximately 80 € per month for students. Under this link, you find a list of public health insurances: https://www.krankenkassen.de/krankenkassen-vergleich/tarife-und-beitraege/. Their fees can be compared by entering “student” under *Berufsgruppe* (profession) and “Berlin” under *Bundesland* (federal state).

If you need a visa and when the application for a visa is made, proof of health insurance cover may be required. At that point, a German health insurance provider should be contacted and health cover for the stay in Germany should be arranged.
PLEASE NOTE: If you do not have the proper health insurance coverage, we are unable to register you as our student.

Also, if you are registered with a German health insurance company but neglect to pay the fees, your health insurance company will inform us about this and we will have to be forced by German law to deregister you as our student and to inform the foreigner’s authority (Ausländerbehörde).

2.2 Money issues

Aside from your university fees, you will need money to survive in Germany. Your fees cover the costs for teaching only (accommodation and food are not included). The exact money you will need depends on your individual life style, of course. On average, students in Germany need between 700 and 1,330 Euro monthly. In Berlin, the average cost of living for students is estimated at 800 €/month (tuition fees excluded). You can check the most current figures here: https://www.unicum.de/lebenskostenrechner. It is advisable to open a bank account upon arrival and to bring cash and/or a credit card to financially ensure for your first weeks in Germany. You might also need additional money for a deposit, if you want to rent a flat or an apartment. Please keep in mind that money transfers to Germany (and even within Germany) might take a while. Traveller checks are not a common way to pay in Germany anymore. Cash payments are not accepted in some bars, barber shops / hair dressers or generally smaller shops. If in doubt, ask.

2.3 Work issues

As a student you may work under certain conditions. Students from EU countries as well as from Liechtenstein, Norway or Iceland, on equal footing with German students, are allowed to take up student part-time or temporary jobs with no further restrictions. However, working hours must not exceed the maximum of 80 hours per month. Other international students and students from Croatia are required to observe certain restrictions. They may work for a maximum of 120 'full' days (8 hours per day), or 240 'half' days (4 hours per day) in one year. Part-time employment of this kind does not require a work permit. Internships for which payment is received are deemed to be student-type jobs and will be part of the 120 full or 240 half days total.
2.4 Financial support

The German federal government provides student loans for German students in need of financial support (called BAFöG). Only a part of each loan has to be paid back. The situation of each student is evaluated individually, according to general criteria. Berlin International students can apply for this financial support when they begin their studies. International students who have resided in Germany for a number of years before may also be eligible for this support. Complete information on how to apply, what criteria are evaluated, and who is eligible for financial support can be found on the German-language website for the BAföG financial support system: BAföG Information Pages - Federal Ministry of Education and Research, http://www.bafög.de/.

Various organizations, institutions and foundations offer scholarships for German and international students. You need to invest some time and energy to find a program fitting for you. Please check the following database (in English): https://www.daad.de/deutschland/stipendium/datenbank/en/21148-scholarship-database/?status=&origin=&subjectGrps=&daad=&q=&page=1&back=1 or in German: https://www.stipendienlotse.de/.

2.5 Accommodation

BI unfortunately does not offer accommodation. Please contact the Student Affairs office for information on where to look for apartments, rooms and non-affiliated student dorms: studentaffairs@bauinternational-berlin.de

2.6 Things to bring

Of course, there is nothing general to be said about what things might be needed from home for a happy life in Berlin. It depends on your individual needs, the amount of luggage you are able to bring and so on and so forth. Nonetheless, there are a couple of things to keep in mind:

• Bring some **passport pictures**, if possible. You’ll need them for many things, student IDs, registration etc. It’s always useful to have them at hand (and in many countries it might be cheaper to get them than in Germany).

• Make **copies of all of your important documents** (paper) and also take care to scan them – just in case you might lose anything. Hunting your original documents in
a foreign country is a nuisance under any circumstance, but it’s much easier, if you
have kept a copy somewhere, both as hard copies as well as digitally.
• Bring some cash money or a credit card (check also our section on money
issues). Money transfers from home might take a while.
• Keep the German weather in mind with regard to clothing: It rains a lot (and for
longer periods, not just for a short shower). If you have a light-weight rain jacket,
bring it along. Also a winter jacket (unless you prefer buying it here) and some solid
shoes.
• Clothing in general: Compared to many other countries, students (and people in
general) don’t dress up very much and don’t wear formal clothes to the university or
at other occasions.
• Depending on your country, it might also be advisable to bring a universal plug
(so that you are able to connect your laptop or cell phone charger right away).

3 Things to do upon arrival in Germany

3.1 Getting around - BVG tickets

To get around in Berlin, you will most likely use the public transportation system,
abbreviated with BVG (Berliner Verkehrsbetriebe). You can buy single, one-way
tickets at vending machines at every station – also at the two Berlin airports (Tegel
and Schönefeld/BER). Both airports are directly connected to the public
transportation system, thus you don’t have to take a taxi. As student at Berlin
International, you will receive a Semesterticket with your student ID, which costs
around 200€ per semester. It will be valid for the Zones A, B and C and you are
allowed to take your bike with you into either S- or U-Bahn without extra cost. You
can find details about the semester ticket on page 61 (in German only):
www.bvg.de/index.php?section=downloads&download=581

All BI students are required to purchase the semester ticket, exceptions can be
made for exchange students coming to BI/leaving BI for a semester, as well as for
students on a leave semester (Urlaubsemester). You will receive the ticket once
you have completed your final registration at the Student Affairs Office (see 3.2
below for more information.) Also check the section “Traffic” for more details.
3.2 Getting registered at Berlin International

One of the first things you will have to do after your arrival is to a) sign your study contract and b) fully register yourself at Berlin International. You will do both at the Student Affairs Office on campus.

After having signed the study contract, you will get fully registered as a Berlin International student. In order to do this, you will need to hand in all relevant application documents in original and as a simple copy. Those documents are:

- your passport
- all of your certificates (your university entrance qualification and other relevant educational documents – the same as the final version of all your uploaded documents)
- if your certificates are in other languages than English or German, we need a certified translation into either English or German of the document(s) in question
- 1 color picture (passport size) for your student ID (originals), digital copy
- proof of health insurance, please see section 2.1.5 for more information.

Please note that in case you do not have the original documents anymore, a certified copy needs to be handed in instead.

After you have been registered, you will be issued your personal BI student ID card. This is an important document, you'll need it for opening a bank account, using libraries, getting student discounts at museums, sports studios, your Semesterticket goes on there, etc. We recommend you to keep your student ID with you at all times. On campus, it is mandatory to carry with you.

The Student Affairs Office is located on the ground floor. Office hours are from Monday to Friday 10am - 12pm and 2 - 4 pm.

3.3 Getting registered in Berlin

On arrival in Berlin, international students are required to register at a local registration/district office (Bürgeramt/Einwohnermeldeamt), preferably at one not far from their new home, within two weeks after moving into an apartment or hall of residence. This also applies to moving within Berlin and Germany in general. The registration is free of cost in Berlin (other cities may charge for it). Please note that most of the homepages of the registration offices as well as the registration forms are in German only and offer no English explanation!
A list of registration offices including their address and opening times can be found online https://service.berlin.de/standorte/buergeraemter/. You must appear there in person. The necessary forms are available from the registration office or downloadable as a PDF file under https://service.berlin.de/dienstleistung/120686/-tick: Formulare -> Anmeldung bei der Meldebehörde). Registration by mail is not possible, so you need to book a date at a Bürgeramt prior to handing in your registration form (you can do so under the same link where you can download the forms). You can do the booking online using the same link or by calling the administration telephone number (+49 030) 115. You can book a date either at a selected registration office or you may search for a possible time-slot city-wide (tick: Termin berlinweit suchen).

If you go the registration office, you need to bring the following documents:

- Registration form
- Passport (with visa if applicable) or National ID card (for Europeans only)
- Non-EU citizens, with the exception of Iceland, Lichtenstein, Norway, and Switzerland, also require a residency permit
- Rental agreement (Einzugsbestätigung)- a confirmation of your landlord that you have moved in).
- Children’s identification documents or birth certificates of children also moving in
- Birth certificate and marriage certificates as required

The rental agreement can be done electronically by the landlord or (s)he needs to fill out a form or separate sheet of paper. If the landlord fills out a paper, it should say Einzugsbestätigung on top, and include the following information:

- name and address of your landlord (as well as their signature); if the landlord is not the owner, then the name of the owner is also needed (but not their signature)
- your name and the address of your residence;
- your date of moving into the residence.

The registration at the Bürgeramt (registration office) is usually done immediately (if all documents are presented). You will be given a written form by the Bürgeramt immediately after your registration is completed (the so-called Meldebestätigung). You need to keep this confirmation with you. Make a copy to keep at home and keep one version inside your passport. By the way: You also need this Meldebestätigung to open a bank account.

Community helpline: Phone: (+49 30) 115

3.4 Getting money – opening a bank account
If you bring cash to Berlin and would like or need to change money, you can easily do so at the following locations:

ReiseBank AG (Bahnhof Berlin Zoologischer Garten, Hardenbergplatz 1, 10623 Berlin)
Euro Change (Europa-Center, Tauentzienstraße 9-12, 10789 Berlin)
Euro Change (Alexanderplatz 1, 10178 Berlin)
Euro Change (Friedrichstraße 80, 10117 Berlin)
Cash Express (Friedrichstraße 141, 10117 Berlin)
Exchange (Joachimsthaler Str. 5-6, 10623 Berlin)
Exchange (Bayreuther Str. 37, 10787 Berlin)
Exchange (Skalitzer Straße 136, 10999 Berlin)
Euro Change (Flughafen Schönefeld, 12529 Schönefeld)

A complete list of the exchange offices in Berlin can be found here: http://www.berlin.de/tourismus/adressen/wechselstube/

It is advisable to open a current account at a bank because only bank account holders can make transfers to other accounts with no additional charge. If the amount to be transferred is paid in cash, an extra charge might be due. If a student ID or university letter of acceptance and the registration certificate (Meldebestätigung) of the local registration office (Bürgeramt) are presented, most banks will offer to open a student account (Girokonto). Students will usually not be charged a monthly account fee. In order to apply for a German bank account you need the following documents:

- Passport
- Meldebestätigung (registration)
- University acceptance letter or student ID

The following banks have offices close to the university campus:

**Deutsche Bank** (Otto-Suhr-Allee 6-16, 10585 Berlin) – 1,0km
https://www.berlin.de/special/finanzen-und-recht/adressen/bank/deutsche-bank-ottosuhrallee-41367132ad2115af7b42bb64a11713b6.html

**Berliner Sparkasse** (Otto-Suhr-Allee 97-99, 10585 Berlin) – 1,8km
https://www.berlin.de/special/finanzen-und-recht/adressen/bank/berliner-sparkasse-ottosuhrallee-62bd1bff7386becb33459212ca15997e.html

**Berliner Sparkasse** (Savignyplatz 9-10, 10623 Berlin) – 1,8km
4 Study organization

4.1 Using OIS

Berlin International has its own course and grade management system abbreviated as "OIS": Once you have registered at Berlin International, you will be given a password to enter OIS. The system will give you information about your grades and provides you the opportunity to view and download transcripts of your complete study records and a report card with your achievements of the last semester that you finished. Your courses are registered in the OIS system by the Examinations Office, so you do not need to adjust anything in the system. Each semester the courses are registered in the system after the first month of teaching, after feedback from the lecturers about the attendance in their courses. Finally, and importantly: the OIS system has a messaging function for each course, but we do not use it. Please contact each lecturer directly via their university email address, as they will not check messages from OIS.

4.2 Libraries and literature
Berlin is covered with a net of libraries. In addition to the Berlin Central- and Regional Library (ZLB) which is one of the largest public libraries in Germany, there are many academic libraries in Berlin that can be used for research. Here are some of the most important:

University Library of the Humboldt-Universität zu Berlin
Jacob-und-Wilhelm-Grimm-Zentrum
Geschwister-Scholl-Straße 3, 10117 Berlin (S+U-Friedrichstraße)
Registration: Free for external students
Documents needed: ID card or passport with registration certificate for Berlin

University Library of the Freie Universität Berlin
Garystrasse 39, 14195 Berlin (U Thielplatz)
Registration: Free for external students
Documents needed: ID card or passport with registration certificate for Berlin

University Library of the Technische Universität Berlin
Fasanenstr. 88, (inside the VOLKSWAGEN-Haus), 10623 Berlin (S+U Zoologischer Garten)
Registration: 20€/year for students of private universities. Students of Berlin International can get a refund of fees. Please hand in the receipt within four weeks after purchase in the library of Berlin International.
Documents needed: ID card or passport with registration certificate for Berlin
http://www.ub.tu-berlin.de/en/home/

Berlin Central- and Regional Library (Zentral- und Landesbibliothek Berlin) ZLB:
a) American – Memorial Library (Amerika-Gedenkbibliothek)
Blücherplatz 1, 10961 Berlin-Kreuzberg (U Hallesches Tor)
b) Berliner Stadtbibliothek, Breite Straße 30-36, 10178 Berlin (Bus 147; U Märkisches Museum)
Registration: 5€/year for students; 2,50€/month; free/only reading room
Documents needed: ID card or passport with registration certificate for Berlin (not needed for the reading room), Student ID
The Library card is also accepted by all public libraries in Berlin.
www.zib.de

Berlin State Library (Staatsbibliothek zu Berlin – Preußischer Kulturbesitz)
a) Unter den Linden 8, 10117 Berlin (S+U Friedrichstraße)
b) Potsdamer Straße 33, 10785 Berlin (S+U Potsdamer Platz)
Registration: 30€/year; 12€/month
Documents needed: ID card or passport with registration certificate for Berlin
(Residents from countries outside the EU need a residence permit for at least three
months or a confirmation of enrolment)
http://staatsbibliothek-berlin.de/en/

Berlin Art Library (Kunstbibliothek – Staatliche Museen zu Berlin)
Matthäikirchplatz 6, 10785 Berlin (S+U Potsdamer Platz)
Registration: free
Documents needed: ID card or passport with registration certificate for Berlin
http://www.ifskb.de

University Library of The Berlin University of the Arts
Volkswagen-Haus, Fasanenstrasse 88 (Corner Hertzallee), 10623 Berlin
(S Tiergarten & Bahnhof Zoologischer Garten)
Registration: 20€/year
Documents needed: student ID, your identity card or passport
https://www.udk-berlin.de/en/service/university-library/

## 5 Life in Berlin

### 5.1 Traffic

Berlin has an excellent public transport system. Consequently, Berlin is the city with
the least cars per person in all of Germany. You'll easily get around, even at night
times. The public transport system in Berlin (BVG) is divided into busses, subways
(U-Bahn), faster city trains (S-Bahn) and slower tramways (Straßenbahn/Tram). S-
and U-trains run roughly until midnight or 1 AM during the week. On the weekends,
there are longer operating hours. Additionally, there is also a wide selection of night
busses. Please note, that weekends are sometimes used for necessary track
repairs, thus be aware if you hear or read the long word Schienenersatzverkehr
(abbreviated to SEV). It means that you'll have to take busses instead of S- or U-
Bahnen (which usually increases your travelling time).

One regular ticket covers all means of transportation alike (also including public
ferries or metrobusses). A single ticket is **valid for two hours** and for **single trips
only** (no return trips). You have to stamp it after buying it to validate it. S- and U-
Bahn-tickets cannot be validated inside the train, you have to do it outside (little yellow or red machines). Single tickets are divided into three different zones – A for inner city, AB for inner city and more, and ABC includes even places in Brandenburg (the neighboring federal state), like Potsdam or the distance to the BER-airport in Schönefeld. You can access the complete map of S- and U-Bahn-lines here: https://www.s-bahn-berlin.de/pdf/VBB-Liniennetz.pdf. A map is also inside of each wagon, once you enter a S- or U-Bahn, so that you can check it also while you are on the trains. There is a link (and an app) to find the easiest and quickest connections between two stations and also between two street addresses: https://www.vbb.de/
http://www.bahn.de/p/view/index.shtml

As student at Berlin International, you will receive a Semesterticket with your student ID card, which costs around 200€ per semester. It will be valid for the Zones A, B and C and you are allowed to take your bike with you into either S- or U-Bahn without extra cost. The ticket is a sticker which will be put on your student ID card, therefore make sure to carry your student ID card with you at all times. You can find details about the semester ticket on page 61 (in German only): www.bvg.de/index.php?section=downloads&download=581

All BI students are required to purchase the semester ticket, exceptions can be made for exchange students coming to BI/leaving BI for a semester, as well as for students on a leave semester (Urlaubssemester).

Berlin is also a great city for bike-riding. More than 590 km of bike routes cover the area of Berlin. The Senate of Berlin has a page with useful information and maps for bikers: https://www.berlin.de/senuvk/verkehr/mobil/fahrrad/radrouten/index_en.shtml

Used bikes can be bought at many places, one of many lists can be found here: https://radwelt.berlin/fahrrad-kaufen/gebrauchte-fahrraeder-berlin
If you buy from a private owner, please make sure you see the payment receipt, to avoid buying a stolen bike. On that note, please take care to buy a solid lock – and please lock your bike securely to a bike rack or something else, because bike theft is quite common. If you ride your bike to the campus, please use the bike rack in the back yard.

5.2 Culture
Berlin is one of the most exciting cultural cities in Germany and Europe. The world-famous “Museum Island” hosts a collection of world-class museums. Two zoological gardens, an amazing botanical garden and beautiful parks well worth a visit. Three operas houses, many theatres and concert halls as well as galleries, cabarets, clubs, cinemas, bars and discotheques compliment the cultural opportunities. Depending on your preference and taste, daily events can easily be filtered based on categories and time slots. You can check the following links:
http://www.visitberlin.de/en/experience/events/tips-of-the-day
http://www.splendidberlin.com/
http://www.berlin.de/en/
http://www.stattreisenberlin.de/english

5.3 Sports

Berlin is a hub of world-class sports. Around 700 athletes train in almost 35 different disciplines here at this Olympic base. Berlin’s sports teams are known throughout Germany and Europe. Hertha BSC (soccer), Reinickendorfer Füchse (handball), Alba Berlin (basketball), and the Berliner Eisbären (hockey) are all in the national leagues, as are volleyball and water polo teams from Berlin. It is always an event to watch a game of these local teams in Berlin. The Berlin Marathon also continues to attract runners from all over the world. More than a million spectators turn out each year to cheer on the world’s best long-distance runners along their route through the city. If you don’t want to only watch sports, but to actively practice it yourself, there are several options. In Germany, many people are organized in a Verein, a sports club, to practice their sports. A monthly fee is necessary; admittance is possible in an uncomplicated way. You can search different Berlin sports- Vereine using this link: http://www.berlin-sport.de/sport-treiben/berliner-sportvereine/. If you are more the individualistic type and would like to sweat in a gym, you can search the options here: http://www.berlin.de/special/sport-und-fitnes/adressen/fitnessstudio/. Berlin has a lot of indoor and outdoor swimming pools. One of the most popular indoor swimming pools in Berlin is the “Stadtbad Neukölln” with a beautiful sauna. Berlin’s most popular public bathing beach is the “Strandbad Wannsee” which is located in southwestern Berlin: http://www.berlinerbaeder.de. Local education centers, so-called Volkshochschulen, also offer a limited set of health-oriented sports classes (yoga, qi gong etc.). Student discounts are available. A list of courses can be found here: http://www.berlin.de/vhs/kurse/gesundheit/. Courses start on a semester basis, usually in September and February.
5.4 Eating

For a student and for most of us with modest wallets, Döner kebab as well as Currywurst, Bockwurst and Bratwurst are among the three most common fast food items in Berlin, found everywhere at Imbiss or other food locations. Additionally, Berlin offers a variety of different ethnic cuisines ranging from Chinese, Italian, Turkish, Arabic, Thai – you name it. Vegetarian and vegan food can also easily be found. Most restaurants (and also most fast food ones) offer vegetarian dishes. A lunch meal usually ranges between 5 to 8 Euros (August 2018). A list of restaurants and places to eat and drink can be found here: http://www.visitberlin.de/en/experience/food-drinks

5.5 Shopping

Berlin is a shopping paradise regarding the variability and multitude of stores. From traditional and new department stores, modern shopping malls, luxury designer shops to small handcraft manufactures, flea and antique markets and bargain stores. The following page introduces the most popular department stores, shopping malls and shopping areas in Berlin (including flea market), listed by district. http://www.visitberlin.de/en/experience/shopping.

Berlin (and Germany in general) is, however, not a shopping paradise with regard to opening hours. Stores are – with some exceptions – usually completely closed on Sundays! All supermarket chains are open until 20.00 h, some chains until 21.00 or 22.00 h. Afterwards, you will not find open stores anymore. So, do your shopping before 20.00 h – it will get more difficult afterwards – and forget Sundays for shopping. The following link lists the few stores in Berlin that are open on Sunday: https://www.berlin.de/special/shopping/sonntag/supermaerkte/.

The so called Spätis (short for Spätkauf which literally means ‘late buy’) are kiosks open until late at night, usually selling mainly soft drinks, beer, and a variety of snacks. Some Spätis do however also sell milk and other basic food stuff and they are open on Sundays.

6 Health and help

6.1 Health system
A characteristic feature of the German health care system is that the out-patient medical care is overwhelmingly provided by practicing physicians. In most other industrialized countries, a significant proportion of outpatient medicine – especially specialized medical care – is done by physicians who are employed at hospitals. Thus, in Germany, you go to a general physician first. If special medical care is needed, the doctor will write you a transfer for other specialists or hospital examinations. Doctors prefer you to make an appointment. In acute cases or emergencies, the doctor will see you immediately or make an appointment for the same day. As a patient, you only go straight to a hospital in urgent emergency cases outside of operating hours (weekends etc.).

If you have a German health insurance, you will get a plastic ID card which you need when visiting a doctor. This card contains your personal data.

Please be aware that medicine is not sold in supermarkets in Germany (as it is in some countries). Even if the medicine is available without a doctoral prescription, you have to buy it at a pharmacy (*Apotheke*). Pharmacies, similar to stores, are generally not open 24hours. Some, however, are kept open 24h as an emergency pharmacy. Pharmacies take turn, so a pharmacy that is open at midnight one day might not be open at midnight some other time. With this link, you can locate the closest open emergency pharmacy in your neighborhood: http://www.akberlin.de/notdienst.html. If you go to an emergency pharmacy after the regular opening hours, you usually have to ring and the medicine is handed to you through a window.

### 6.2 English speaking doctors

Most physicians will know English. If you are explicitly looking for English-speaking doctors, please check the following link: http://doctorberlin.de/

International Doctors close to the Berlin International campus in Charlottenburg are:

- **Practice Ilker-A. Aydin, GP**  
  Tegeler Weg 4 | 10589 Berlin Charlottenburg | Tel: 030 / 344 34 36, [www.praxis-ilker-aydin.de](http://www.praxis-ilker-aydin.de)

- **Dr. med. Lisa Liccini**  
  Windscheidstraße 31 | 10627 Berlin Charlottenburg | Tel: 030 / 324 18 87

- **Dr. Roland Krasser**  
  Tapiauer Allee 3 | 14055 Berlin | Tel: 030 / 304 12 31

- **Sylvia Kollmann**  
  Nassauische Strasse 25 | 10717 Berlin | Tel: 030 / 873 83 03
6.3 Medical German

If you do want to practice your German, here are some basic medical terms:

- accident (der) Unfall
- allergy (die) Allergie
- ambulance (der) Krankenwagen
- bee sting (der) Bienenstich
- blisters Blasen (pl)
- broken bone (der) Knochenbruch
- burns Verbrennungen (pl)
- chicken pox Windpocken (pl)
- cold (die) Erkältung
- constipation (die) Verstopfung
- cough (der) Husten
- cut (die) Schnittwunde
- diarrhea (der) Durchfall
- dizziness (der) Schwindel
- earache Ohrenschmerzen (pl)
- fever (das) Fieber
- flue/ influenza (die) Grippe
- gas/ flatulence Blähungen
- hay fever (der) Heuschnupfen
- headache Kopfschmerzen (pl)
- heart attack (der) Herzinfarkt
- heartburn (das) Sodbrennen
- infection (die) Entzündung
- measles Masern (pl)
- migraine (die) Migräne
- nausea (die) Übelkeit
- sore throat Halsschmerzen (pl)
- stomachache Magenschmerzen, Bauchschmerzen (pl)
- stroke (der) Schlaganfall
- toothache Zahnschmerzen (pl)
- vomiting (das) Erbrechen
- wound (die) Wunde
6.4 Emergency numbers

We hope that you will never need them – but please keep these numbers available for emergency cases:

**Emergency (general)**

Police (federal)  110  
Medical emergency (ambulance), fire  112  
Police Hotline (Berlin)  (+49 30) 46 64 46 64  

**Emergency Health services**

Emergency service provided by the public health service  (+49 30) 31 00 31  
National emergency phone call for on-call medical service  116 117  
Poison hotline  (+49 30) 1 92 40  
Emergency dental service (info)  (+49 30) 89 00 43 33  
Emergency pharmacy information service  0800 00 22 8 33  

**Berlin crisis service** (for psychosocial, acute mental and psychiatric emergencies)  
https://www.berliner-krisendienst.de/en/  
Per region:  
Mitte, Friedrichshain-Kreuzberg  030 / 390 63 10  
Charlottenburg, Wilmersdorf  030 / 390 63 20  
Spandau  030 / 390 63 30  
Pankow  030 / 390 63 40  
Reinickendorf  030 / 390 63 50  
Steglitz-Zehlendorf, Tempelhof-Schöneberg  030 / 390 63 60  
Lichtenberg, Marzahn-Hellersdorf  030 / 390 63 70  
Treptow-Köpenick  030 / 390 63 80  
Neukölln  030 / 390 63 90  

For any sensitive matters, you are always welcome to contact the Student Affairs Office on campus.

**Breakdown services**

Power supplies (Vattenfall)  (+49) 0800 / 211 25 25 (toll-free)
6.5 Vaccinations

Before arriving to Germany, check what vaccinations are needed to protect yourself. Here you will find all details: [https://handbookgermany.de/en/live/vaccination.html](https://handbookgermany.de/en/live/vaccination.html)