



# Welcome

## International Beginners

## Faculty of Engineering

\*\*\*\*\*Most important facts\*\*\*\*\*

**Summer Semester 2026**

**Address**  
Student Service Center of  
Faculty of Engineering  
Erwin-Rommel-Str. 60  
91058 Erlangen

**Telephone**  
+49 9131 85 27850  
**Email**  
[tf-ssc@fau.de](mailto:tf-ssc@fau.de)

**Internet**  
<https://www.tf.fau.eu/studying/office-for-student-information-and-advice-stib/>

## We wish you a warm welcome!

The Faculty of Engineering welcomes you to FAU's various introductory events for international students and ERASMUS-students - some online, some in person.

On the following website you will find all introductory offers for the winter term 2025/26:

<https://www.tf.fau.eu/studying/events-and-offerings-for-students/>



Short overview about these events:

### Welcome week and Faculty Day

4 March 2026	Welcome Day for students attending the <a href="#"><u>German intensive course (FIT Course) (in English)</u></a>
2-10 April 2026	Welcome Week <a href="#"><u>(in English)</u></a>
<i>Program for both:</i>	<a href="#"><u>Program</u></a>
9 April 2026	<i>Faculty Day by the Faculty of Engineering (in English)</i> <a href="#"><u>Program</u></a> (registration not needed)

### **Specific Introduction Master's Programs:** (in English or German according to the program)

*Program:* <https://www.tf.fau.de/studium/veranstaltungen-fuer-studierende/#erstsemester-einfuehrungen>

**Information library (EN):** <https://ub.fau.de/en/studying/advice-and-training/library-courses/>

10 April 2026	Online Library and Catalogue Basics: <b>Main library Erlangen</b>
2 April 2026	Guided Library Tour <b>WSZB Nürnberg: Library of Faculty of Business (WISO)</b>

## First Steps in Erlangen – Checklist Summer Semester 2026

<https://www.fau.eu/studying/international-students/everything-you-need-to-know-about-coming-to-fau/first-steps/>

### 1) Health insurance document (M10 - document, electronically): (mandatory for enrolment)

Details: <https://www.fau.eu/studying/organizing-your-studies-and-where-to-go-for-advice/student-affairs/health-insurance/>

The following insurances have offices in Erlangen: AOK, Barmer, DAK, Siemens, TK.

### 2) Enrollment at FAU at Studierendenverwaltung (Studentenkanzlei)

Details: <https://www.fau.eu/studying/applications-and-admissions/enrollment/>

**Please enroll as it is stated in your admission documents from campo.fau.de (by post)**

**Address: FAU, Referat L5 – Studierendenverwaltung, Schloßplatz 4, 91054 Erlangen, Germany**

(It is not possible to enroll in person.)

1. Signed Enrollment form ("Onlineantrag auf Einschreibung" = „enrollment request“, available in campo.fau.de)
2. Please first transfer the semester fee required for enrollment. The exact bank details can be found in the sample bank transfer form in the enrollment request.
3. School certificate of qualification for university entrance – certified copy. If the original certificate was not issued in German, English, or French, a certified translation is required. Your latest diploma/Bachelor Degree Certificate – certified copy. If the original certificate was not issued in German, English, or French, a certified translation is required.
4. Electronic confirmation of health insurance (known as M10). Apply for it at your health insurance provider quoting FAU's reference number (**H0001887**). The health insurance company will then send a digital copy directly to FAU.
5. Confirmation of semester contribution payment (e. g. bank transfer confirmation, bank statement). The following data should be visible: account holder, IBAN, BIC, date of bank transfer, payment reference, and amount paid.
6. Copy of passport
7. Admissions letter from FAU (scanned copy)
8. (APS certificate from INDIA: For students who obtained a secondary education certificate or course achievements from India.)
9. For the study program CEP an English proof is needed.

### 3) Signing your rental agreement:

1. Passport
2. Tenancy Agreement

### 4) Registration at the City (of your accommodation) – **needed only when you are in Germany**

**For example in Erlangen:** City hall ("Rathaus"), Rathausplatz 1, ground floor of the Town Hall, left hand side. Please take a number and wait for your turn. Or register online: <https://erlangen.de/en/service/365>

At the reception desk, you can get any other information regarding counselling service, contacts or city map.

1. Passport
2. Accommodation Certificate ("Wohnungsgeberbestätigung DE", EN). This document should be issued by your landlord.
3. Certificates indicating your civil status (only if you are coming to Germany with your spouse or children and register as a family!)

### 5) Residence Permit (Only Non-EU Citizens) – **needed only when you are in Germany**

**Ausländerbehörde**, City hall ("Rathaus"), e.g. Erlangen: Rathausplatz 1, information desk, **2nd floor**.

Please send the down mentioned documents to [332-2@stadt.erlangen.de](mailto:332-2@stadt.erlangen.de) and ask for an appointment (**after receiving the FAU enrolment papers**) or register online: <https://erlangen.de/themenseite/online-dienste/ausbildung#/> (in German only)

1. Passport with immigration stamp
2. Copy of the visa
3. Admissions letter and enrolment certificate of the FAU
4. Completed Form "Application for Residence Permit" ([https://erlangen.de/uwao-api/faila/files/bypath/Dokumente/PDF-Formulare/33\\_Buergeramt/Antrag\\_Erteilung\\_AE.pdf](https://erlangen.de/uwao-api/faila/files/bypath/Dokumente/PDF-Formulare/33_Buergeramt/Antrag_Erteilung_AE.pdf))
5. Digital Passport Photograph **either** be created and processed at the City hall (SpeedCapture) to secure the identity **or** created by a **certified** photo service provider and made available for retrieval in encrypted form via a cloud solution of the City Hall. The Foreigners' Registration Office has a self-capture station that enables the creation of digital photos at the City hall (€6/photo).
6. The confirmation of health insurance (in case of a private insurance confirmation of this as well)
7. Confirmation of secured financing for 24 months (scholarship certificate, letter of parents or similar, or blocked account at least 11.208 €)
8. Completed registration at the City of Erlangen (or rather of your accommodation)
9. Rental agreement
10. Current certificate from the apartment **OWNER**: <https://www.tf.fau.eu/files/2025/07/2025-MietEigentumerBescheinigung.pdf>
11. About 110 euros (per year) cash for the registration

**6) Recommended: German bank account:** You can choose ANY bank. For more information about different banks in Germany: <https://www.kostenloses-konto24.de/girokonto-informationen/146-girokonten-fuer-auslaendische-studenten.html> (in German). Please compare the different fees for students.

1. Copy of your passport
2. Form of the bank
3. Address in Germany
4. In case you still need a blocked account (= Sperrkonto) for your residence permit you can open it at this bank, too.

**7) HIGHLY recommended: Liability insurance (= "Haftpflichtversicherung"):** (50-100 Euro per YEAR only)  
<https://www.fau.eu/research/welcome-centre/formalities/insurance/>. Covers damages, you caused accidentally.

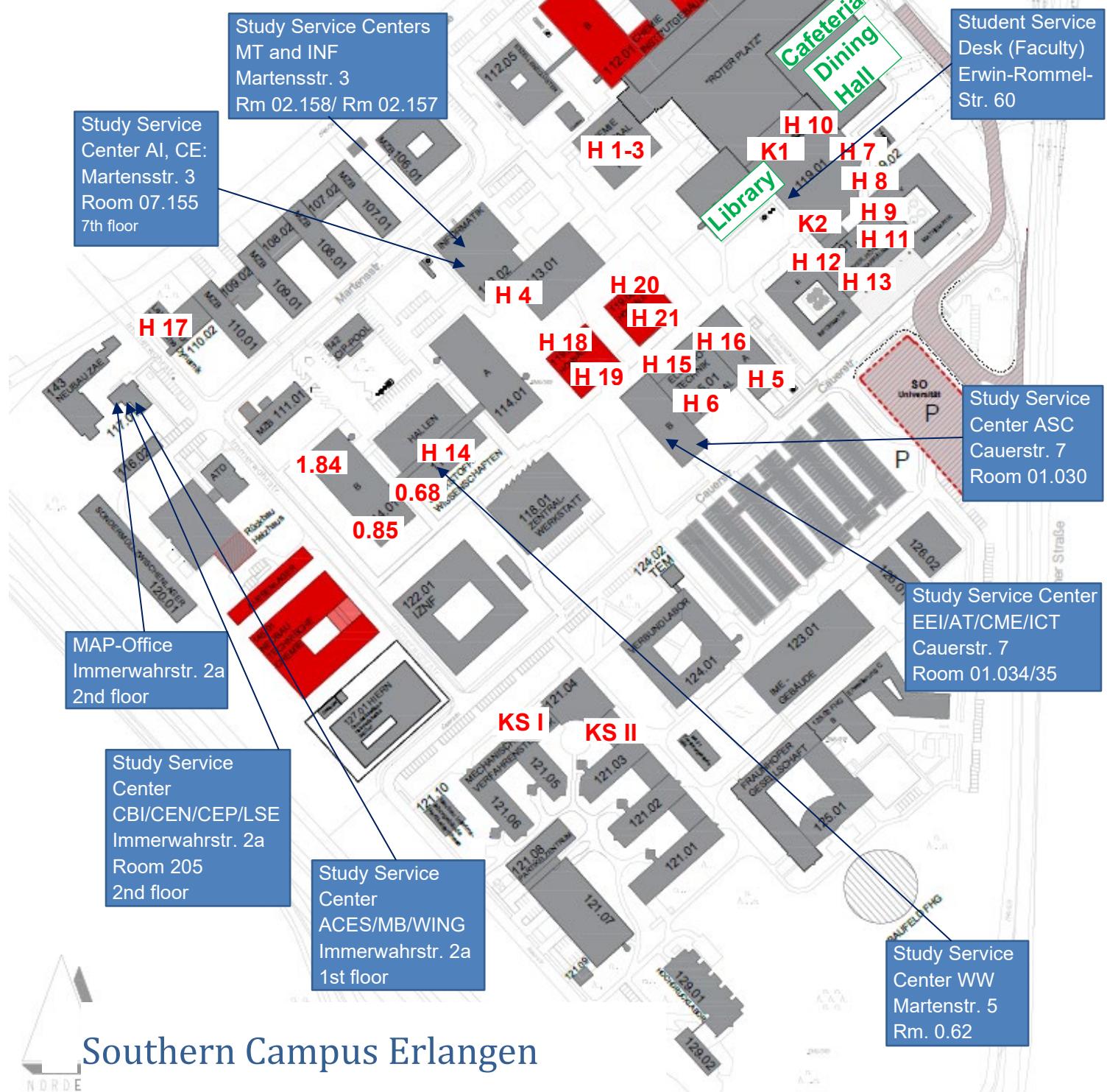
MAOT – Office on  
“Röthelheim-Campus”  
Konrad-Zuse-Str. 3  
Room 0.033

**Rooms HA to HH**  
in building „Biologikum/Physikum“  
Staudtstr. 5

**C 1-4** in building „Chemikum“  
Nikolaus-Fiebiger-Str. 10  
Entrance Erwin-Rommel\_str.

Erwin-  
Rommel-  
Dormitory

## Map Faculty of Engineering



## Southern Campus Erlangen



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Student Service Center of  
Faculty of Engineering  
Erwin-Rommel-Str. 60  
91058 Erlangen

**Telephone**  
+49 9131 85 27850  
**Email**  
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## IMPORTANT LINKS

### First Steps

- First Steps: <https://www.fau.eu/studying/international-students/everything-you-need-to-know-about-coming-to-fau/first-steps/>
- Introductory Events: <https://www.fau.eu/studying/organizing-your-studies-and-where-to-go-for-advice/new-students/>
- Semester Dates: <https://www.fau.eu/studying/organizing-your-studies-and-where-to-go-for-advice/semester-dates/>
- Student Identity Card (FAUcard): <https://www.fau.eu/card/>

### FAU-Databases and important FAU Portals

- All Important Portals: FAU IDM, Email, WLAN, CIP-Pools, CAMPO, STUDON, ...: <https://www.fau.eu/studying/organizing-your-studies-and-where-to-go-for-advice/new-students/idm-email-wifi-software-courses/>
- <https://www.services.rrze.fau.de/studierende>; (in German only)
- CAMPO: Lectures, examinations, certificates, grades, and more: <https://www.campo.fau.de/qisserver/pages/cs/sys/portal/hisinoneStartPage.faces>
- STUDON: E-learning and more: <https://www.studon.fau.de>
- IDM: Identity management system - Video: <https://www.youtube.com/watch?v=eqB3hvWDz0U>
- FAUDir: People and addresses: <https://faudir.fau.de/public>

### FAU Important Offices, Libraries and Language Center

- Examinations Office: <https://www.fau.eu/studying/organizing-your-studies-and-where-to-go-for-advice/examinations/examinations-office-at-the-faculty-of-engineering/>
- Student Records Office: <https://www.fau.eu/studying/organizing-your-studies-and-where-to-go-for-advice/student-affairs/student-records-office/>
- Libraries: <https://ub.fau.de/en>, video: <https://www.youtube.com/watch?v=4dGGO1ZDGAs>  
Library Courses and Tours: <https://ub.fau.de/en/studying/advice-and-training/library-courses/>
- Language Center: <https://sz.fau.eu/department-german/>

### Advice

- Individual Support Services: Includes Student Advice Center - FAU (ZSB) <https://www.fau.eu/studying/organizing-your-studies-and-where-to-go-for-advice/student-advice-center/>
- <https://www.fau-gesund.fau.de/beratungsstellen-fuer-studierende> (In German only)
- Student Service Center - Faculty of Engineering (SSC TECH): <https://www.tf.fau.eu/studying/advice-and-services/office-for-student-information-and-advice-stib/>
- Student Service Centers and Study Advisors for the Different Study programs of TECH: <https://www.tf.fau.eu/studying/advice-and-services/study-advice/>
- Buddy-Program: <https://fau.matorixmatch.de/>

### Social Media

- FAU's Social Media Address book: <https://www.fau.eu/contact/social-media-adressbuch/>
- Facebook for International Incomings: <https://www.facebook.com/groups/155499536384985>
- WhatsApp International Students: <https://chat.whatsapp.com/JjeL3dLGgdGK8Gqyuv7rB6>
- Instagram Faculty of Engineering: <https://www.instagram.com/tf.fau/>

## Good to know

- FAU: <https://www.fau.eu/> and Faculty of Engineering (TF): <https://www.tf.fau.eu/>
- FAU Student Groups: <https://www.tf.fau.de/studium/studentische-gruppen/> (in German only), <https://stuve.fau.de/en/gruppen/>
- FAU Sports Courses: <https://www.hochschulsport.fau.de/>
- FAU Transport. Ticket (38 €/month): <https://www.fau.eu/education/student-life/semester-ticket/>
- Franconia: <https://www.frankentourismus.com/> , <https://en.wikipedia.org/wiki/Franconia>
- Metropol Region Nürnberg: <https://www.metropolregionnuernberg.de/en>