

Make sure that you can tick most of the below boxes to have a smooth start in Osnabrück!

Buddy program: contact to buddy?

In case of any problem, get in touch with the tutor of the International Faculty Office (IFO).

- I have received the contact details of my buddy from the IFO tutor.
- I am in contact with my buddy.

Buddy program: www.hs-osnabrueck.de/wiso-incoming-buddy-program

Arrival dates

- I have informed my buddy and the IFO tutor about my arrival in Osnabrück (day, time, place).
- My buddy has confirmed to pick me up from the bus stop/train station/airport upon my arrival.
- My buddy won't be available when I arrive but she/he/the IFO tutor has arranged a replacement.

Move into dormitory

- I know the address of my accommodation in Osnabrück and have informed my buddy about it.
- Latest 3 weeks before my arrival, I have called the caretaker, arranged an appointment for the move in and given the dates also to my buddy so that she/he can accompany me.
- I have asked my buddy to call the caretaker for me.

Initial formalities, course registration

In case of any problem, ask your buddy or the IFO.

- I have arranged further meetings with my buddy to clear the initial formalities after my arrival, if I can't attend the group appointments arranged by the university: bank account, semester fee, campus card, health insurance, Citizen Center Osnabrück.
- I have received my university log-in data from the ServiceDesk (servicedesk@hs-osnabrueck.de) and signed up for my modules and courses (two steps!).

Any query or further help needed? Contact us.

International Faculty Office (IFO), Faculty of Business Management and Social Sciences

IFO tutor:	incoming-wiso@hs-osnabrueck.de	Phone: +49/5 41/9 69-22 08
Michaela Buchholz:	m.buchholz@hs-osnabrueck.de	Phone: +49/5 41/9 69-20 76
Nathalie Banehr:	incoming-overseas-wiso@hs-osnabrueck.de	Phone: +49/5 41/9 69-70 94
Olga Taufest:	incoming-overseas-wiso@hs-osnabrueck.de	Phone: +49/5 41/9 69-20 89
Gita Lestari-Kötting:	g.lestari-koetting@hs-osnabrueck.de	Phone: +49/5 41/9 69-35 69

Housing Service, Center for International Mobility (CIM):

Michaela Parise:	housing@hs-osnabrueck.de	Phone: +49/5 41/9 69-32 28
------------------	--	----------------------------

International Winter/Summer Language School German, CIM:

Nina Chapman:	intensive-german@hs-osnabrueck.de	Phone: +49/5 41/9 69-75 12
---------------	--	----------------------------

German Language School, orientation days

Best arrive a few days before the following events start, provided that you attend these.

Language School German: www.hs-osnabrueck.de/international-winter-language-school

Orientation days (mandatory for visiting students!):

www.hs-osnabrueck.de/wiso-incoming-orientation-days

Check the further procedure, dates and preparatory arrangements on the below websites:

Academic calendars: www.hs-osnabrueck.de/wiso-incoming-academic-calendars

IFO website for incoming students and handbook for international students:

www.hs-osnabrueck.de/wiso-incoming-en