



## SOCIAL BROCHURE FSS 23

---

All information on financial support,  
social and legal advice, other support  
offers and contact points for  
international students at the  
University of Mannheim

---

**Created By**

Verfasste Studierendenschaft der Universität Mannheim KdöR  
AStA Uni Mannheim  
Parkring 39  
68159 Mannheim

Sekretariat:  
Mo-Do 8.00 - 12.00 Uhr  
Tel.: 0621/181-3373  
asta@uni-mannheim.de  
www.asta-uni-mannheim.de

Die Verfasste Studierendenschaft (VS) der Universität Mannheim ist gemäß §65 Landeshochschulgesetz eine rechtsfähige Körperschaft des öffentlichen Rechts und als solche eine Gliedkörperschaft der Universität. Sie wird durch den Vorsitz der Verfassten Studierendenschaft, den AStA-Vorstand, gesetzlich vertreten.

Die Verfasste Studierendenschaft untersteht der Rechtsaufsicht des Rektorats der Universität Mannheim

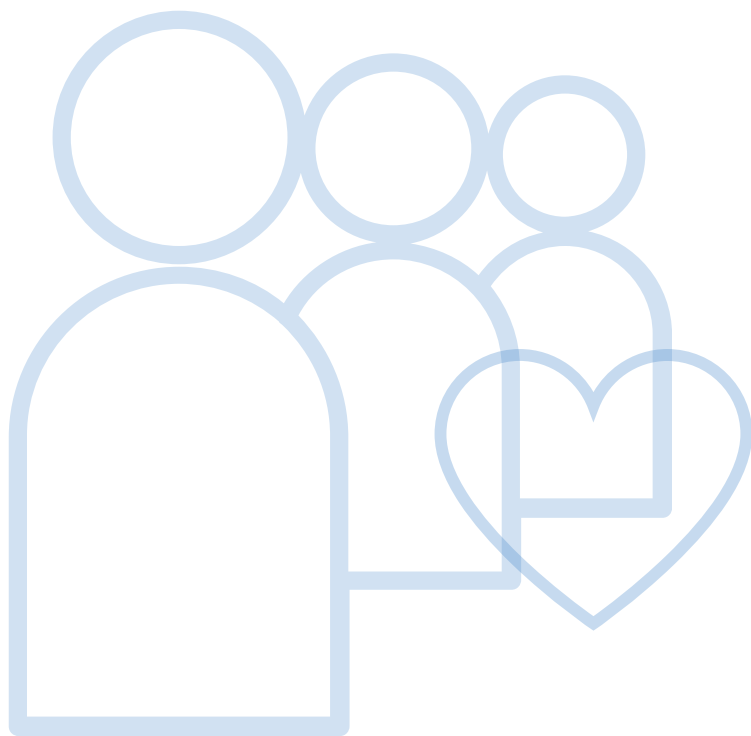
Umsatzsteueridentifikationsnummer: DE29 855 32 20

<https://asta-uni-mannheim.de/impressum/>

# Table of Contents

<b>1. Preface.....</b>	<b>1</b>
<b>2. Study Financing.....</b>	<b>2</b>
<b>3. BAföG (German Study Funding Program).....</b>	<b>3</b>
3.1 Are You Eligible for BAföG?.....	3
3.2 BAföG Application.....	5
3.3 How Much BAföG Can I Get?.....	6
3.4 Certificate of Achievement (§ 48 BAföG).....	7
3.5 Maximum Funding Period (§ 15, 15a BAföG).....	8
3.6 Change of Subject (§ 7 Abs. 3 BAföG).....	8
3.7 Repaying the BAföG (§ 18 Abs. 3 BAföG).....	9
3.8 Objection and Change Notice.....	10
<b>4. Work While Studying.....</b>	<b>12</b>
4.1 Legal Regulations.....	12
4.2 Jobbörse (Job Market at the Uni Mannheim).....	13
<b>5. Social Benefits.....</b>	<b>14</b>
5.1 General Regulations.....	14
5.2 Housing Benefits.....	14
<b>6. Scholarships.....</b>	<b>15</b>
<b>7. Further Loans.....</b>	<b>17</b>
7.1 Educational Loan by the Federal Government.....	17
7.2 Student Union Loan (Studierendenwerk).....	18
<b>8. Student Housing.....</b>	<b>19</b>
8.1 Room and Apartment Brokerage .....	19
8.2 Student Dormitories.....	19

<b>9. Equality Officers.....</b>	<b>20</b>
9.1 Studying with Disabilities.....	20
9.2 Queer im Schloss.....	21
9.3 Uni Office for Equal Opportunities and Social Diversity.....	22
<b>10. Counseling Offers.....</b>	<b>23</b>
10.1 Legal Consulting.....	23
10.2 Social Counseling.....	23
10.3 Psychological Counseling.....	24
10.4 International Student Offices.....	24
10.5 Student Organizations for International Students.....	25
10.6 Further Counseling Centers.....	25
<b>11. Mobility.....</b>	<b>26</b>
<b>12. Free Laptops and Stationery.....</b>	<b>29</b>



## 1. Preface

Welcome to the University of Mannheim!

My name is Umut Avci, I'm studying economics for a master's degree and I'm in charge of the social department of the AStA at the University of Mannheim in the 2022/23 legislature. The AStA is the general student committee and represents your student interests at the university and beyond. You can find out more about the AStA at [www.asta-uni-mannheim.de](http://www.asta-uni-mannheim.de).

As a social officer, I am responsible, among other things, for the legal and social advice offered by the AStA. In the course of this activity I created this brochure, which should be your first point of contact for everything to do with BAföG, finance, mobility, housing and social offers. If you have any further questions about these or other points, please contact me! If you have any concerns or problems, regardless of whether they are of a private or university nature, you are always welcome to contact me at [soziales@asta-uni-mannheim.de](mailto:soziales@asta-uni-mannheim.de). If I can't help myself, maybe I know someone who can :)

In particular, I would like to take this opportunity to thank my predecessor, Anna Elin Schadt, who helped design large parts of this brochure. I will endeavor to keep this brochure up-to-date. However, if you know other offers or resources for students, please forward them to me. With this in mind, I wish you all the best for your studies!

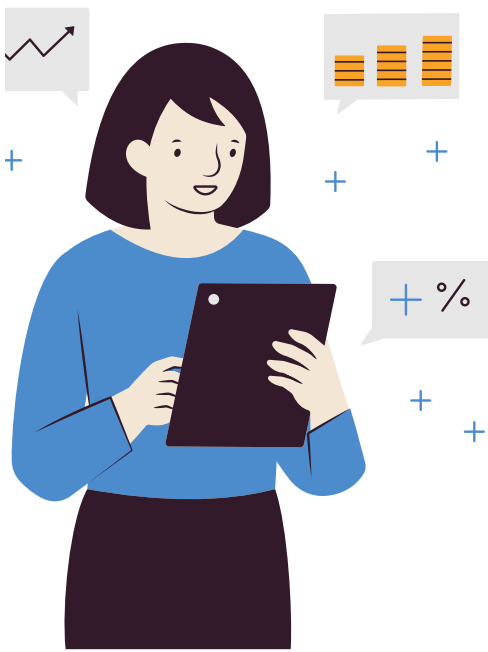
*Umut*

## 2. Study Financing

Many international students are currently confronted with rising rent, heating and living costs, in addition to the already high tuition fees. Moreover, there is often a move to a new country and away from home. To give you an initial overview, I have broken down the average living costs of an international student in Mannheim (as of spring 2023) as follows:

**Important:** Most Non-EU citizens have to pay tuition of 1500€ per semester, additionally to the semester fee, which only covers administrative costs.

Apartments that are rented through the Studierendenwerk are usually furnished and include heating, hot water and internet in the price. They cost an average of €340, shared accommodation is also cheaper. In addition to housing costs, there are food costs. Here you should plan a little more due to inflation, 250€ per month. The semester fee is currently €194.30 (around €32 per month). In addition, there are learning materials, leisure time, clothing and, if necessary, local transport and insurance. You should estimate around €900 - €1200 per month as living expenses if you are an EU-citizen and 1150€ - 1450€ for Non-EU citizens. The following chapter is intended to give you an overview of the financing options for your studies. Then I will introduce you to some discounts for students.



### 3. BAföG

For more than 45 years, the Federal Training Assistance Act (BAföG) of the German government has been trying to create more educational equity and educational opportunities by helping young people financially if training could otherwise fail due to a lack of financial resources. Half of the funding consists of an interest-free loan and half of a subsidy. All you have to do is repay the loan. Whether BAföG can be granted also depends on the personal requirements: nationality or residence status, age and suitability for the desired training as well as private income and assets are relevant.

#### 3.1 Are You Eligible for BAföG?

The basic rule is: If foreigners have the prospect of staying in Germany and if they are socially integrated, they are considered eligible for funding. If you are a student from another country and only spend one or two semesters in Germany, you are unfortunately not entitled to the German BAföG, but you might be entitled to housing benefits (section 5.2).

##### **EU citizen**

EU-citizens must fulfill one of the following criteria to be eligible for BAföG

- Permanent residence certificate: You have a permanent residence certificate according to § 5 Abs. 5 FreizügG/EU
- Permanent residence permit: You have a permanent EC residence permit according to § 7a AufenthG/EWG (also valid: a certificate according to § 5 Abs. 1 FreizügG/EU with the subsequent addition "in conjunction with § 4a FreizügG/EU")
- As an employee/self-employed person, you are entitled to freedom of movement under Union law (§ 8 Para. 1 No. 3 BAföG)
- Married to an EU citizen living in Germany: If you are married to an EU citizen who works in Germany as a self-employed person, is looking for a job or is in Germany for training, your right of residence is derived from that of your partner (VwV 8.1.9 and 8.1.11)

- One parent is an EU citizen living in Germany: If your mother or father is an EU citizen and is employed in Germany as a self-employed person or looking for a job, your right of residence is derived from that of your parent (VwV 8.1.9, 8.1.10 and 8.1.11). If you are older than 21, it is important that a derived right of free movement existed until your 21st birthday.
- Employment in Germany before the start of your studies: You were already working in Germany before the start of the apprenticeship and your job was related to your upcoming apprenticeship (VwV 8.1.12 and 8.1.13).

### **Non-EU citizen**

The basic rule is: If foreigners have the prospect of staying in Germany and if they are socially integrated, they are considered eligible for funding. These are, for example, people with a right of permanent residence under the Freedom of Movement Act/EU, a permit for permanent residence in the EC or a settlement permit. The following applies in particular to refugees: You can apply for BAföG as a recognized person entitled to asylum, recognized refugees under the Geneva Refugee Convention or as a person entitled to subsidiary protection.

Refugees who are only tolerated must have been in Germany lawfully, permitted or tolerated for 15 months without interruption before they are entitled to BAföG. Unfortunately, Asylum seekers whose asylum procedure has not yet been completed cannot receive BAföG.

### **Age Requirement (§10)**

If you want to receive BAföG, you must not have reached the age of 45 at the beginning of your training. There are exceptions e.g. B. for trainees who were prevented from starting their training earlier for family reasons. The decisive factor is the age at the start of the course! It is therefore not a problem if you exceed the age limit during your training.



## 3.2 BAföG Application

### Initial Application

For students at universities, the Studierendenwerk is usually responsible for processing the BAföG application. In your case, this is the Studierendenwerk Mannheim, Office for Educational Support (<https://www.stw-ma.de/>).

You can submit your application either in writing or fully digitally. You can obtain forms for the written application from the information desk in the Mensa am Schloss or from the BAföG website at <https://www.stw-ma.de/bafoeg.html>. You can then return the completed application and the required documents to the information desk in the cafeteria or send it by post to Studierendenwerk Mannheim AÖR, Office for Educational Support, Postfach 10 30 37, 68030 Mannheim. You can also submit your BAföG application (eAntrag) online at <https://www.bafoeg-digital.de/ams/BAFOEG>. Here you will receive additional help with your information. The information desk in the canteen is a good place to go if you have specific questions about funding.

Important: Since the processing of the application can take a while, you should start filling out the applications and collecting the receipts as soon as possible. If you do not have all the documents together by the start of your studies, you should definitely submit an informal application in order to protect all your claims. You can find a template for this at: <https://www.bafoeg-rechner.de/bafoeg-anmeldung/formlos.php>.

### Application for Continued Funding

Normally you get your BAföG support approved for a period of two semesters. You should submit your application for further funding (also known as a repeat application) no later than two months before the end of your approval period, as it is then regulated by law that the payments continue unchanged. You can register at <https://www.stw-ma.de/fristenmelder.html> to be reminded in good time. Essentially, the documents for the application for further funding are the same as for an initial application, with the exception

that the curriculum vitae (Annex to Form 1) can be omitted. Important: The follow-up application may also become necessary earlier if you have been abroad for a semester, for example. In addition, an informal application is not sufficient to meet the deadline, since the documents must be "substantially complete" when submitted.

### 3.3 How Much BAföG Can I Get?

The legislator has stipulated amounts that students typically need for their living expenses. These amounts are called requirement rates. These requirement rates are fixed as a lump sum and correspond to the average need for money for living expenses such as food and clothing, but also for education costs such as textbooks and travel expenses (requirement rate). Individual needs are not taken into account. An overview of the current requirement rates can be found below.

requirement rate for:	Living with your parents	Living on your own
Basic needs	452 €	452 €
Accommodation rate	59 €	360€
Health and long-term care insurance surcharge	122€	122€
Possible maximum amount	633€	934€

**Important:** In order to calculate your funding amount according to the BAföG, i.e. the amount that you will actually receive in the end, your own creditable income and assets, the creditable income of your parents and, if applicable, the creditable income of your spouse or partner are taken from your needs rate deducted.

Your eligible income includes not only the money that you currently have available in your account, but also, for example, savings accounts that your parents have set up for you that you do not yet have access to or real material goods (e.g. your own car).

According to § 23 and § 25 BAföG there are allowances for the creditable income. This means, for example, that students can do a 520-euro mini-job without having to deduct monthly BAföG funding. You can find more about the exempt amounts here: <https://www.xn--bafg-7qa.de/bafoeg/de/das-bafoeg-alle-infos-auf-einen-blick/foerderungsarten-und-foerderungshoehe/which-freibetraege-are-granted/which-exemptions-are-granted.html>.

With the BAföG calculator available online, you can also get an idea in advance whether you are eligible for funding and how much your funding could be (<https://www.bafoeg-rechner.de/Rechner/>). Alternatively, you can also submit a short application for a test calculation to the Studierendenwerk (<https://www.stw-ma.de/kurzanmeldung.html>). However, all this information is non-binding and should only give you a rough overview.

### 3.4 Certificat of Achievement (§ 48 BAföG)

In the first semesters, missed exams are harmless. Only after the intermediate examination before the fifth semester does a proof of performance have to be submitted to the responsible BAföG office. So if you want to receive BaföG beyond the fourth semester, you have to state your number of ETCs in the intermediate examination. You can do this, for example, by sending your certificate or a corresponding template. Usually 100 ECTS or even less are enough. Under certain circumstances, the BAföG office grants the postponement of the performance record: <https://www.bafoeg-rechner.de/FAQ/aufschub-performance-record.php>

### 3.5 Maximum Funding Period (§ 15, 15a BAföG)

The maximum funding period for an apprenticeship is always calculated from the first semester, regardless of whether you received BAföG from the first semester or not, and depends on the standard period of study for your course. So if you only apply for BAföG after the second semester, you are only entitled to four semesters. In certain cases, funding can also be longer.

The time you spent abroad due to a semester or year abroad (max. 12 months) is not taken into account when determining the maximum funding period!

### 3.6 Change of Subject (§ 7 Abs. 3 BAföG)

According to the law, there is a change of subject if you are aiming for a different professional qualification or another specific training goal of a legally regulated training course at a training center of the same type of training center. On the other hand, there is a shift in focus. This is the case if the change in the course does not result in an extension of the study period, since you can have academic achievements from the old course credited to the new one and you are therefore classified in a higher semester.

The BAföG office must be informed immediately of a change of subject. If the change of subject takes place by the end of the second semester, this is no problem for BAföG receipt. However, this only applies to the first change of subject.

There must be an important reason for a change of subject after the third semester. The same applies if the subject is changed for the second time. An important reason can be, for example, a lack of suitability or a change in inclination. A written justification must be submitted to the BAföG office as to why the subject is being changed.

If the change of subject takes place after the fourth semester, there must be an irrefutable reason in addition to the important reason. In addition, the change in ideology or denomination in ideologically bound professions can be an important reason for changing the subject. Probably the most common case of an important reason is the serious and fundamental change in inclination.

Important: Before such a change of subject, it is generally advisable to seek advice from the BAföG office. All required documents and evidence to be submitted can also be viewed and uploaded via the BAföG Service Center [https://www.stw-ma.de/bafoeg\\_service\\_center.html](https://www.stw-ma.de/bafoeg_service_center.html).

**Important:** Before such a change of subject, it is generally advisable to seek advice from the BAföG office. All required documents and evidence to be submitted can also be viewed and uploaded via the BAföG Service Center [https://www.stw-ma.de/bafoeg\\_service\\_center.html](https://www.stw-ma.de/bafoeg_service_center.html).

### 3.7 Repaying the BAföG (§ 18 Abs. 3 BAföG)

Students only have to pay back half of the BAföG money, the other half is given to them by the state. There are regulations for the repayment of the interest-free loan that take into account the individual, professional and financial situation. A maximum of €10,010.00 must be repaid. This means that the debt you incur through BAföG can be calculated. The new standard rate for loan repayment is 130 euros per month. As a rule, the repayment of the loan portion of BAföG is therefore completed after 6.5 years at the latest. The first installment must be paid no later than five years after the end of the maximum funding period.

**Important:** The end of the standard period of study for the bachelor's degree applies and not the actual end of your studies, even if it is a subsequent master's program or you have studied longer than the standard period of study.

**Important:** If you only have a low income, you can apply for a reduction in the standard rate of 130 euros per month. You have to pay a maximum of 77 monthly installments, regardless of the amount of the installment, to be debt-free.

If you have not fully paid off your debts after 20 years, you are automatically considered debt-free.

You can also be completely exempt from the repayment if you only have a low income. However, this does not mean that you will be forgiven of debt; they are only postponed by one year, but no more than ten years later.

### 3.8 Objection and Change Notice

The BAföG notification letter is the legal basis for your funding. You can find all the information you have provided and the calculation of your subsidy rate in this letter.

If the BAföG notification letter is based on erroneous factual findings, you can object to it. In most cases, it is sufficient to point this out and to provide proof of this. In many cases, a so-called "change notification" (§ 60 Para. 1 No. 2 SGB I) is sufficient.

If the information in your BAföG notification is correct, but you still believe that your BAföG rate was calculated incorrectly, you can file an objection.

**Important:** In both cases, the notification of change or the objection must be submitted in writing to the BAföG office within one month of receipt of the notification. The objection should be justified. In order to meet the deadline, however, it is initially sufficient to file an objection and to state that a statement of reasons will be submitted later.

The objection must be addressed to the exit authority. If the latter cannot remedy the objection, it submits the objection to the objection authority (usually the next higher authority) for a decision. If you receive an objection notice with which you do not agree, you can file a complaint with the administrative court within one month.

If your income or that of your parents is likely to be significantly lower during the approval period than in the penultimate calendar year before the start of the approval period, a so-called update application can be submitted in accordance with Section 24 (3) BAföG in order to increase your BAföG rate for the approved period. You can find a corresponding form under form 7. ([https://www.xn--bafg-7qa.de/bafoeg/de/anmeldung-stellen/alle-battsformulare/alle-battsforms\\_node.html#:~:text=f%C3%BCr%20a%20application%20%20%20update,form%2007%20%2D%20%20update%20income.](https://www.xn--bafg-7qa.de/bafoeg/de/anmeldung-stellen/alle-battsformulare/alle-battsforms_node.html#:~:text=f%C3%BCr%20a%20application%20%20%20update,form%2007%20%2D%20%20update%20income.))

### You have further questions regarding BAföG?



Reach out to our social officer at [soziales@asta-unimannheim.de](mailto:soziales@asta-unimannheim.de)

OR

contact the BAföG office directly. Unfortunately, their website is currently only available in German, but they are happy to answer your questions in English during their open hours at their office in the Cafeteria (Mensa am Schloss) Mondays from 9am to 12pm or on the phone at [0621/49072-444](tel:062149072444) (9am to 12pm, Mo.-Fr.)

If you do need any additional help translating information feel free to reach out to the social officer at any time!



## 4. Working While Studying

### 4.1 Legal Regulations

Many students in Germany work in their spare time. Some of them might be research assistants (wissenschaftliche Hilfskraft – HiWi) in universities, research institutes or libraries, while others are waiters or babysitters. Students from abroad can also work in Germany alongside their studies.

#### **Are you from the EU, Iceland, Liechtenstein, Norway or Switzerland?**

You can work as much as you like, without special permission. But if you wish to work more than 20 hours a week, you are required to make insurance contributions, just like German students. During semester breaks you can work more than 20 hours without having to make insurance contributions.

#### **Are you from outside the EU?**

Anyone from a country outside the EU can work 120 full days or 240 half-days without the consent of the Federal Employment Agency (BA) if they are enrolled as a student in Germany. Generally, either an internship or working as a self-employed person is an option while pursuing academic studies as an international student. However, it is important to note that any self-employment activity needs consent of the competent Foreigners' Authority beforehand. Among other things, the Authority will determine whether the occupation will hinder or delay the student in the pursuit of their academic goals.

#### **Minimum Wage**

Germany instituted a minimum wage in 2015 applicable to all people working in Germany, independent of their nationality or residency status. The current minimum wage (Feb. 2023) is 13,70€. Research assistants at the University usually receive a little more than the minimum wage.



## 4.2 Jobbörse (Job Market at the Uni Mannheim)

On the AStA job exchange you will find job offers from assistant positions to full-time positions. You can also look for internships or voluntary work. The job offers are checked beforehand by the AStA team. You can find the job exchange under the following link:

<https://asta-uni-mannheim.de/jobboerse/>



## 5. Social Benefits

### 5.1 General Regulations

Students with a residential permit are entitled to all social benefits available for German students.

On the other hand, students with only a visa for study purposes must provide proof of financial resources in order to be issued with a temporary residence permit. You need this because it is assumed that students must be able to finance their own living expenses.

Therefore, during a stay according to § 16 AufenthG, i.e. with a residence permit for the purpose of studying, you are generally not allowed to receive any state support services. The exception to this rule are housing benefits. All students, independent of their visa status are entitled to housing benefits if they fulfill the additional requirements explained below.

### 5.2 Housing Benefits

EU and non-EU students can be entitled to housing benefits.

In principle, those who are entitled to BAföG are **not** entitled to housing benefit. This is independent of whether you actually receive BAföG. Foreign students with a limited stay are not entitled to student loans, so they can also apply for housing benefit - but only under certain conditions. No existing funding, e.g. scholarships may exist.

The housing allowance is applied for at your city or municipality. In Mannheim, the benefit can also be applied for directly online.

(<https://www.service-bw.de/zufi/dienstleistungen/96?plz=68159-68169-68167-68229-68305-68239-68259-68309-68219-68307-68161-68199-68165-68163>)

## 6. Scholarships

In addition to the financing options BAföG and jobbing, there is also the possibility of being supported by one of the many organizations for the promotion of gifted students. The advantage here is that you do not have to pay anything back at the end of your studies, as is the case with BAföG. In addition to financial support, the various works also offer non-material support.

**Important:** You don't necessarily have to get the very best grades to be sponsored by one of the organizations for the promotion of gifted students. Societal, social or political commitment is also of particular importance.

### Political Programs:

- Friedrich-Ebert-Stiftung (close to the SPD, supports foreign applicants who are already studying or doing their doctorate in Germany): <https://www.fes.de/>
- Friedrich-Naumann-Stiftung für die Freiheit (close to the FDP, promotes master's degree programs for foreign students): <http://www.freiheit.org/>
- Hanns-Seidel-Stiftung (close to the CSU, only supports students who are eligible for BAföG): <http://www.hss.de>
- Heinrich-Böll-Stiftung (close to the Greens, promotes master's degree programs for foreign students): <https://www.boell.de>
- Konrad-Adenauer-Stiftung (close to the CDU, promotes master's degree programs for foreign students): <http://www.kas.de>
- Rosa Luxemburg Stiftung (close to the Linke, promotes master's programs for foreign students and offers a special program for students from Tunisia and some North African countries): <http://www.rosaluxemburgstiftung.de>

### Religious Programs:

- Avicenna-Studienwerk (primarily supports Muslim students who are eligible for BAföG.): <http://www.avicenna-studienwerk.de>
- Cusanuswerk (primarily supports Catholic students who are eligible for BAföG): <https://www.cusanuswerk.de/>

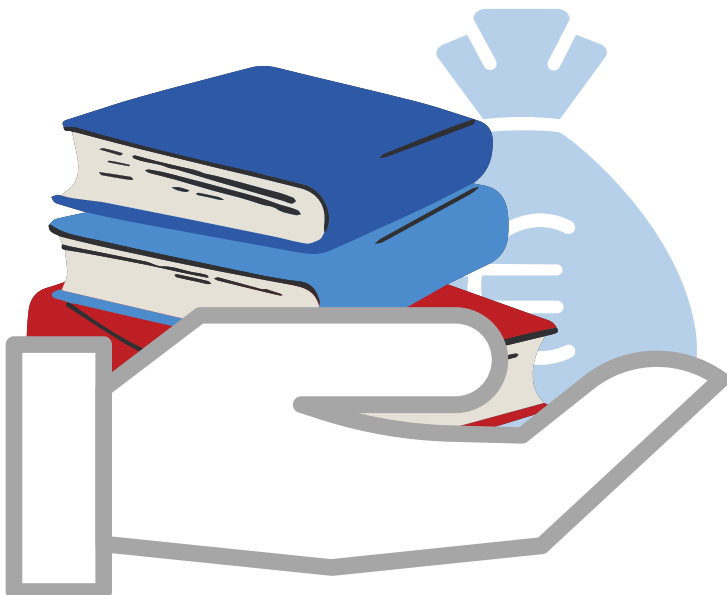
- Ernst Ludwig Ehrlich Studienwerk (primarily supports Jewish students who are eligible for BAföG): <http://www.eles-studienwerk.de>
- Evangelisches Studienwerk Villigst (primarily supports foreign students who are members of a Protestant church and are eligible for BAföG funding. There is also a special program for Eastern European students): <http://www.evstudienwerk.de>

### Further Scholarships

- Stiftung der Deutschen Wirtschaft (supports all students who are eligible for BAföG): <http://www.sdw.org>
- Studienstiftung des Deutschen Volkes (supports students who are eligible for BAföG): <http://www.studienstiftung.de>
- Deutschlandstipendium (eligible for all international students): <http://www.uni-mannheim.de/stipendien/deutschlandstipendium>

### Additional Resources:

- Begabtenförderungswerke: <https://www.bmbf.de/de/diebegabtenfoerderungswerke-884.html>
- Stipendienlotse: <https://www.stipendienlotse.de>
- Studierendenwerk Uni Mannheim: [https://www.stw-ma.de/BAf%C3%B6G+\\_Co\\_/Stipendien.html](https://www.stw-ma.de/BAf%C3%B6G+_Co_/Stipendien.html)



## 7. Further Loans

### 7.1 Education Loan by the Federal Government

The education loan is a low-interest grant from the federal government and is intended for students in advanced training phases. Funding is possible in parallel with BAföG. In addition, the loan is independent of your own income and the parents' income and assets. Between €1,000.00 and €7,200.00 can be obtained. These are paid out in up to 24 monthly installments of €100.00, €200.00 or €300.00. As a rule, funding can be granted up to the 12th semester (this does not apply to postgraduate courses, such as Master's courses).

#### **Are you eligible?**

Approval for an education loan for international students is usually possible, for example as a

- Spouse or life partner (according to the Life Partnership Act - LPartG) of a German; a Union citizen with permanent residence rights
- child of a German; Union citizens with permanent residence rights
- Foreigners in possession of a settlement permit
- EU citizens and citizens of Iceland, Norway, Liechtenstein, Switzerland with a legal residence of at least five years in Germany

#### **Repayment**

Repayment begins four years after the first payment is due. Interest is paid on the student loan (current effective interest rate per year: 0.47%) and repayment is then made in installments of €120.00 per month. The loan can be terminated at any time at the end of the month. You can find more information about the requirements and repayment on this website:

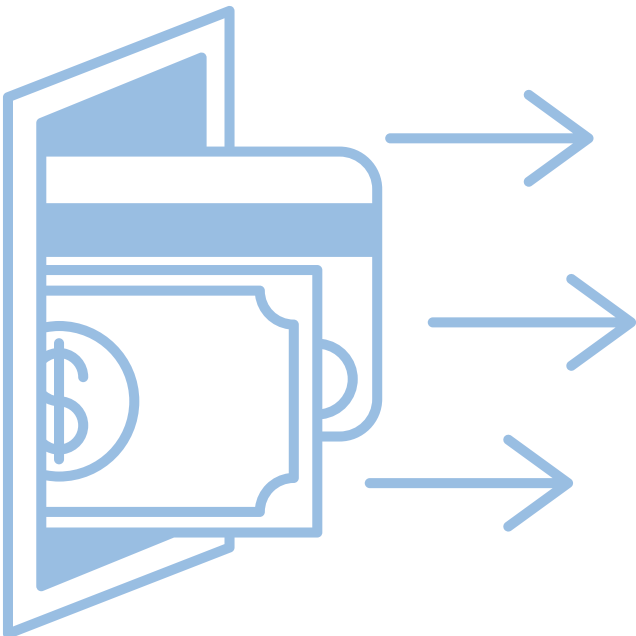
[https://www.bva.bund.de/DE/Services/Buerger/Schule-Ausbildung-Studium/Bildungskredit/bildungskredit\\_node.html](https://www.bva.bund.de/DE/Services/Buerger/Schule-Ausbildung-Studium/Bildungskredit/bildungskredit_node.html)

**Important:** The interest rate of the education loan is variable and is calculated every six months on April 1st. and on October 1st. adapted to the current conditions.

## 7.2 Student Union Loan (Studierendenwerk)

DStudents in the Mannheim university region can apply for loans from the loan fund of the Studierendenwerk Mannheim. They are intended for cases of hardship when students find themselves in economic hardship through no fault of their own. In contrast to the two loans listed above, these loans are interest-free supports. There are short-term bridging loans for financial emergencies and a graduation grant to finance the last semester for students.

These loans are available to all students at the University of Mannheim, independent of their country of origin or residency. However, exchange students are not entitled to these loans.



## 8. Student Housing

### 8.1 Room and Apartment Brokerage

In addition to the relevant websites, such as [wg-gesucht.de](https://wg-gesucht.de), the Studierendenwerk also offers free brokerage of rooms and apartments on the open housing market. You can find a current list of private rooms and further information at <https://www.stw-ma.de/privatzimmerliste.html>.

**Important:** Watch out for possible housing fraud! This can be seen, among other things, in unrealistically low rental prices or in the fact that the landlord never personally introduces himself or herself, possibly under the pretext of being abroad at the moment. It is therefore of great importance to insist on a (Skype) tour and not to transfer any deposit or rent beforehand. In addition, you should not readily provide copies of ID cards, bank details or other personal data.

### 8.2 Student Dormitories

In Mannheim there are around 3,000 places to live spread out across 15 different halls of residence run by the Studierendenwerk. The advantages of a room in a dorm are that it is easy to socialize and the rents are relatively low. The latter usually also include heating, hot water, garbage fees, floor cleaning and internet access, so that you as a tenant will not have to pay any utility bills.

**Important:** There is no application deadline! You can therefore apply to the Studierendenwerk (online) at any time. Since the workload is relatively high, especially at the beginning of the spring/summer semester, we recommend that you apply early.

## 9. Equality Officers

### 9.1 Studying with Disabilities

The representative for students with disabilities and chronic illnesses, Alexander Holzer, advises students with disabilities and chronic illnesses on compensation for disadvantages in study and examination achievements and supports you with the application. If, for example, you need writing extensions in exams or special aids due to your illness or disability, you can apply for a disadvantage compensation. All meetings are treated confidentially. Further information can be found here: <https://www.uni-mannheim.de/studium/beratung-und-service/beratung-fuer-behinderte-und-chronisch-krank-studierende/#:~:text=Studierende%2C%20which%20take place%20because of%20%20disability,at%20the%20end%20of%20the%20Pr%C3%BCf failure reporting phase%20.>

If you need help filing your application or if you need to be accompanied to an interview, you are welcome to contact the social department of the AStA at [soziales@asta-uni-mannheim.de](mailto:soziales@asta-uni-mannheim.de) before your appointment at the university.

The Equal Opportunities Department of the AStA is committed to equality and equal rights for all genders and people of all origins, religions and sexual orientations, especially at the university and at state level. This also includes the equality of students with chronic illnesses and disabilities. You can contact the Equal Opportunities Office at [Gleichstellung@asta-uni-mannheim.de](mailto:Gleichstellung@asta-uni-mannheim.de). The Equal Opportunities Office maintains a voluntary database with enrolled students with chronic illnesses and disabilities in order to be able to better network students with the same experiences. If you are looking for a buddy or would like to make yourself available as a buddy, you can contact the Equal Opportunities Office at the above email address.



## 9.2 Queer im Schloss

Queer im Schloss (QuiS) is a student organization at the University of Mannheim, which is structurally affiliated with the AStA and aims to give all students a voice and a safe learning environment at the University of Mannheim, regardless of their origin, gender or sexual orientation. In particular, Queer im Schloss supports the rights of LGBTQIA+ students. QuiS regularly organizes events such as get-togethers, lectures and also strengthens the respectful interaction with one another at the university with other activities. QuiS is also the point of contact and mediator for questions or problems relating to sexual orientation and identity. You can find more information and contact to QuiS at: <https://queerimschloss.org/>.



### 9.3 Uni Office for Equal Opportunities and Social Diversity

The Office for Equality and Social Diversity bundles all activities at the university aimed at creating equal opportunities and establishing a family-friendly university. It develops concrete concepts that are adapted to the University of Mannheim and coordinates their implementation accordingly. Among other things, it offers psychosocial counseling on topics such as the compatibility of family and studies and personal crises. You can also contact the counseling center in the event of incidents of sexual harassment and discrimination. In addition, the office for equality and social diversity is also committed to promoting the careers of women at the university. For example, the WOVEN program (Mannheim Women in Academia Visibility and Career Enhancement Program) offers early support on the way to an academic career for female students through to post-doctoral qualifications. In order to promote the compatibility of family and work, the parent-child room was also built. This can be used as an emergency facility for self-organized childcare, playroom or breastfeeding room. The parent-child room is in B6,30-32 and is aimed at university employees and students. You can find more information and their contacts at:

<https://www.uni-mannheim.de/gleichstellung/verantwortliche/stabsstelle-gleichstellung-und-soziale-vielfalt/>

## 10 Counseling Offers

### 10.1 Legal Consulting

Legal advice gives students the opportunity to get legal help from a lawyer free of charge. During the initial consultation, students can get tips and support on topics related to their studies. For example, the legal advice will advise you if you have problems with your landlord, the broadcasting fee or your mobile phone contract.

The advice is of course confidential and does not oblige you to provide any further services. Legal advice is currently only available during the lecture period (February to June, September to December). You can get advice by phone on [0621 400 68 256](tel:062140068256) every Wednesday from 1 p.m. to 2 p.m. You can also send documents relevant to advice to the following email address: [uni@mannheim-anwalt.de](mailto:uni@mannheim-anwalt.de).

### 10.2 Social Counseling

If the information in this brochure is not sufficient for you, you can take advantage of free personal social counseling on topics such as social benefits, insurance, studying with children and student loans from the Studierendenwerk Mannheim. You can easily book the appointment online via the following link: [https://www.stw-ma.de/Beratung+\\_Service/Sozialberatung.html](https://www.stw-ma.de/Beratung+_Service/Sozialberatung.html).

You can also make an appointment for a personal or telephone consultation at any time with the social department of the AStA. You can reach the social department at [Soziales@asta-uni-mannheim.de](mailto:Soziales@asta-uni-mannheim.de)

## 10.3 Psychological Counseling

Counseling Sessions are available in both English and German. The Psychological Counseling Center is your first point of contact for all kinds of psychological problems. It doesn't matter whether everyday life at the university overwhelms you, you suffer from excessive pressure to perform, you have problems with time management or you are in any other crisis situation, the PBS will quickly offer you a first one free consultation option. This is of course confidential, anonymous and, compared to conventional psychologists, a quick appointment is guaranteed. The first point of contact is Karin Kraft and Tanja Heydenreich, who can be reached on the phone number: [0621 49072-555](tel:062149072555) | -599, or by email at: [pbs@stw-ma.de](mailto:pbs@stw-ma.de).

## 10.4 International Student Offices

### **International's Regular Table**

The International Stammtisch takes place about every three weeks during the lecture period on various topics and is for everyone who would like to meet new people, try out new things or just need some company. You can find more information here: <https://www.uni-mannheim.de/studium/vom-ausland-nach-mannheim/internationale-vollzeitstudierende/bei-der-ankunft/internationaler-stammtisch/>

### **Team International Full-Time Students**

The team at the student offices looks after international students from their arrival to the end of their studies and is available to answer any questions you may have about admission, accommodation and studies. Appointments for the online consultation hours can be booked here: <https://www.uni-mannheim.de/universitaet/einrichtungen/akademisches-auslandsamt/terminArrangement-in-vz/>

## Team International Exchange Students

You are considered an exchange student if you come to the University of Mannheim for one or two semesters and have an exchange agreement with your home university. You can find the semester brochure and further information on arrival, accommodation and courses on the website of the International Office at <https://www.uni-mannheim.de/studium/vom-ausland-nach-mannheim/austauschstudierende/>

If you have any questions or would like further information, please contact [incomings@uni-mannheim.de](mailto:incomings@uni-mannheim.de).

## 10.5 Student Organizations for International Students

With more than 50 student initiatives, the University of Mannheim also has a lot to offer outside of the lecture hall. Some of the offers from initiatives are aimed specifically at international students.

**VISUM** – "Verein Internationaler Studentenpatenschaften an der Universität Mannheim e.V." is an initiative to make it easier for international students to arrive in Mannheim. As part of a buddy program, VISUM arranges partnerships between Mannheim students and visiting students in order to support the visiting students. The initiative also regularly organizes events that promote cultural exchange. As a member of VISUM, you have the opportunity to get to know students from all kinds of cultures and to make international friends. website: <https://www.visum-mannheim.de/satellite4/>

**AEGEE** is an international student network and promotes the cultural exchange of young people by organizing summer universities, projects and working groups. website: <https://www.aegEE-mannheim.de/en/>

**Nice to meet you Mannheim** is committed to helping refugees in Mannheim. Through tutoring projects, joint barbecues or sporting activities, the initiative helps to integrate refugees into society and at

the same time to break down prejudices and fears of contact between them and the citizens of Mannheim.

website: <http://nicetomeetyoumannheim.com/>

**All student organisations at the University of Mannheim:**

<https://www.uni-mannheim.de/campus/initiativen-und-fachschaften/initiativen/>

## 10.6 Further Counseling Centers

### **Kosima**

Kosima, the competence center for sexually transmitted infections in Mannheim, is an offer for all people who have questions or are looking for support on the topics of HIV/AIDS and other sexually transmitted infections (STIs). Kosima offers support through psychosocial and social law advice. Telephone advice and appointments: Tuesdays: 4:00 p.m. – 6:00 p.m., Thursdays: 9:00 a.m. – 11:00 a.m. Email: [info@kosima-mannheim.de](mailto:info@kosima-mannheim.de)

### **Student Offices**

The student offices are your first point of contact for problems affecting your study situation. This includes, for example, exmatriculation, legal examination issues, semester fees or studying with a child. Depending on the course, you can contact the study office responsible for you. You can find the clerks specifically for your course and further information listed here.

### **Adviser Overview**

If you have questions but don't know who to contact, you can find more information under the following link. <https://www.uni-mannheim.de/studium/beratung-und-service/beratungswegweiser/>

## 11 Mobility

A good social policy also means that every student can move efficiently and inexpensively on campus and from the university to their accommodation. That's why we have the following offers for you.

With the **semester ticket** you can move throughout the VRN area with the exception of the West Palatinate. The semester ticket must be purchased for €185 per semester (valid for six months starting with the desired month). You can print it on the ecUM card at the self-service terminals or buy it in the VRN online shop / in the VRN app.

From March 1st , 2023, everyone under the age of 27 will be able to buy the **JugendticketBW** for around EUR 365 per year. You can use this ticket in the entire state of Baden-Württemberg, plus the area of the transport association in which the ticket was purchased. So if you buy the ticket in Mannheim, you can travel on all buses and trains in the VRN network area and in Baden-Württemberg at any time.

**Important:** For students under 27, this is the better alternative to the semester ticket.

For students, the price is reduced by the basic fees that are paid as part of the semester ticket agreement. The JugendticketBW is currently available as a half-yearly or annual ticket. The ticket can be bought online via the RNV app or in the mobility center. You can find more information about the youth ticket here: <https://www.rnv-online.de/tickets/jugendticketbw/>

With the **evening and weekend regulation**, you can use public transport Monday to Friday from 7 p.m. to 5 a.m. the following day as well as Saturday, Sunday and public holidays all day free of charge. All you have to do is show your student ID, you do not need a semester ticket.

The **Bike-Sharing Nextbike** is free for you as a student at the University of Mannheim for 30 minutes. The bikes can be borrowed and returned at all stations, some of them near the university. After registering in the Nextbike app, the first 30 minutes per ride are free; once the loan has ended, free lending is only possible again after an interruption of 15 minutes. The bike-sharing offer is not only valid in Mannheim, but in all cities that offer Nextbike bicycles.

If you use your own bike in Mannheim and need help with the repair, you can seek help in our bike workshop free of charge. You can find more information about this at <https://asta-uni-mannheim.de/angebote/#Fahrradwerkstatt>.





## 12 Free Laptops and Stationery

Last year, the AStA acquired several dozen laptops together with the Mannheim University Library. The laptops are equipped with a Windows operating system and a range of programs such as Matlab, STATA and similar software. Students can borrow the laptops free of charge from the university library. The lending works online, you can find more information under the following link: <https://www.bib.uni-mannheim.de/medien/informationen-zur-ausleihe/ausleihe-mobiler-geraete/>

The AStA runs a stationery shop at Parkring 39. Here stationery such as pens, pads and folders can be obtained by students free of charge. Since we only have limited capacity, we ask that you only take advantage of this offer if you are in financial distress and need the stationery for your studies. The stationery can be picked up from Monday to Thursday, between 8:00 a.m. and 12:00 p.m.

