

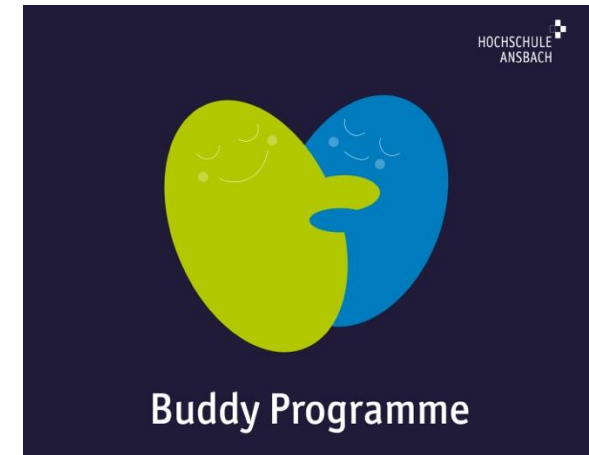
Info-Session: Science Communication

Information for Applicants



Welcome Package

- Orientation Week for International Students:
last week of September
- There is also a „buddy program“



Required documents I

- University entrance qualification (e.g. school leaving certificate, bachelor's certificate)
➔ Proof that your previous degree has at least 180 ECTS
- Passport
- Curriculum vitae
- For enrollment: Electronic health insurance certificate
- If needed: German language certificate at level A2
- If needed: English language certificate at level C1
- Older language test scores (like IELTS) should be OK. If you want to be sure, please ask the admission department: bewerbung.master@hs-ansbach.de or studierendenservice.sco@hs-ansbach.de

Required documents II

- **VPD:** As an international student you also need a VPD (preliminary examination document) of your university entrance qualification, which is issued for a fee by [uni-assist e.V.](#) If you have refugee status, the processing fee can be waived via an [application](#). For this, submit your original documents alongside an officially certified German or English translation to uni-assist e.V. The assessment takes up to 4-6 weeks to process your documents. Therefore, please submit your documents early.
- **APS:** Applicants from the People's Republic of China ([APS China](#)), Vietnam ([APS Vietnam](#)) and India ([APS India](#)) need an APS certificate. It must be submitted to the university during the application procedure.

Degree, grades and ECTS

Degree

To receive a *preliminary* assessment of your university entrance qualification, you can use the [anabin database](#) (German only).

Grade

To convert your grade, you can use the [German Grade Calculator](#). Please bear in mind that this is only a rough guide. What will count is the VPD.

uni-assist: helpful website with Tips



[StudyFinder](#) [Universities](#) [Visa](#) [Subjects](#) [Cities](#) [Articles](#) [Webinars](#) [About](#)

Academy

Login

Sign Up

ENG

[Home](#) > [Articles](#) > Uni Assist

| Duration: 6:00 min.

Uni-assist Germany: A guide for international students (2025)

Do you want to apply for a degree in Germany through uni-assist? Here is what you need to know!

<https://www.mygermanuniversity.com/de/articles/uni-assist>

uni-assist: Online info-session on June 11

 Free Webinar

How to apply via uni-assist

Your university says that you should apply through uni-assist and you don't know what it is, or how it works? This webinar is for you!

07 : **00** : **24** : **18**

Days

Hours

Minutes

Seconds



Wednesday, 11 June 2025, 02:00 PM
(Europe/Berlin Time)



60 min



live via Zoom

<https://www.mygermanuniversity.com/webinar/2025-06-11/how-to-apply-via-uni-assist/855>

Scholarships

- Information on study grants for international students are listed on our website at the bottom the page under “Finances & fees”: <https://www.hs-ansbach.de/en/service/international-student-advisory-service/service-offer/>.
- Please note that there is also a graduation scholarship for international students: <https://www.hs-ansbach.de/en/service/international-office/incoming/grants-for-international-students/>.
- Moreover, you have the possibility to apply for scholarship of the DAAD, which offers programmes for international students. Please check their database for a suitable programme: <https://www2.daad.de/deutschland/stipendium/datenbank/en/21148-scholarship-database/>

University Services

Application-related queries		
Topic	Department / institution	E-mail address
Admission & living	International Student Advisory Service	study@hs-ansbach.de
Admission status & Primuss	Student Services – Admissions team	bewerbung.master@hs-ansbach.de
uni-assist & VPD	uni-assist	https://my.uni-assist.de/hilfe
Study-related queries		
Topic	Department	E-mail address
Enrollment, regulations, exams	Student Services of SCO	studierendenservice.sco@hs-ansbach.de
Studying with family	Office for Family, Equal Opportunities and Diversity	familie@hs-ansbach.de
Diversity , equality, compensation for disadvantages	Office for Family, Equal Opportunities and Diversity	diversity@hs-ansbach.de
Application & career counselling	Career Service	careerservice@hs-ansbach.de
Gender equality & advancement of women	Women's Office	a.gilg@hs-ansbach.de
Psychological Counselling	Psychological-Psychotherapeutic Counselling Centre	kristin.fues@werkswelt.de

University Services

Women's Office

- central contact point for female students for questions or problems during studies
- mentoring programme for female students (ANke)

Pastoral Care

Quiet Room / Meeting room on campus
(building 51)

Office of Pastoral Care: building 53, 1. floor

Website and contact details

Consultations are possible in English and Spanish!

Psychological-Psychotherapeutic Counselling Centre

Psychologist Kristin Fues
Room: 53.1.7

Kristin.Fues@werkswelt.de

Telephone: +49 (0)981 4877-147 (reachable by phone on Friday 12:00 a.m.–12:30 p.m.)

Further information -> Psychological-psychotherapeutic counselling centre



Where to find important deadlines for the winter term



Learning German

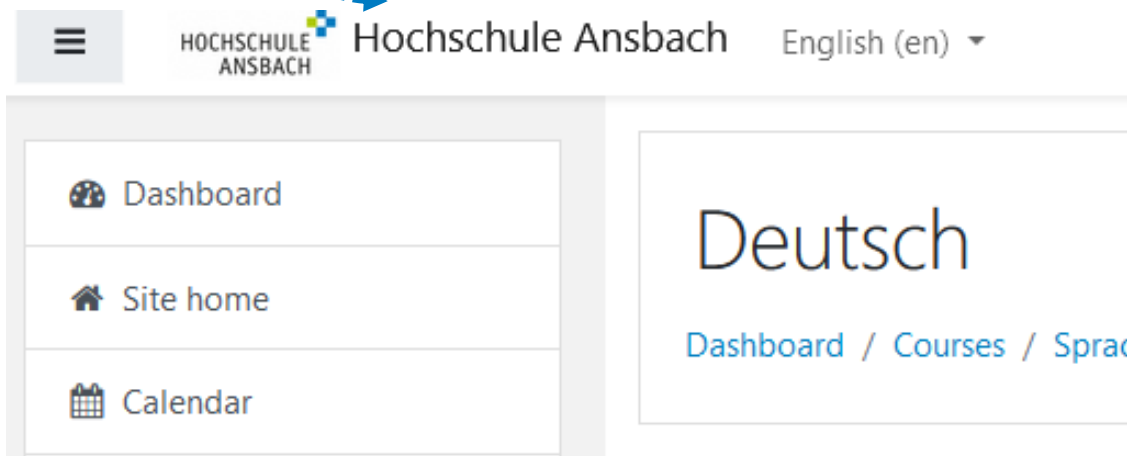
- German is the preferred language of most companies in the region
- Most university events are in German

Where can you improve your German?

Website

[Service](#) / [International Student Advisory Service](#) / [Language offer / Learn German](#)

moodle



HOCHSCHULE ANSBACH Hochschule Ansbach English (en) ▾

Dashboard

Site home

Calendar

Deutsch

[Dashboard](#) / [Courses](#) / [Sprachenzentrum](#) / [Deutsch](#)

International Student Advisory Service

Language offer / Learn German

Working regulations for students

- As a student you are generally allowed to work up to 20 hours weekly during the semester as well as the semester break.
- However, check your visa: That may limit the maximum working hours and institutions where you are allowed to work.
- There are unfortunately few, if any, opportunities to find work on campus (as a teaching assistant for example)
- Nonetheless, we have a Career Service that can help
- Check the internet, e.g. <https://www.daad.de/en/studying-in-germany/work-career/>

Health insurance contacts

AOK health insurance

Jessica Bardo (Ms.)

Phone: +49 (0) 981-9092-328

E-Mail: jessica.bardo@by.aok.de

TK / Expatrio health insurance

Simone Hüttinger (Ms.)

Phone: +49 (0) 40 - 460 6510 4272

E-Mail: simone.huettinger@tk.de

→ Or contact any other German statutory health insurance

Health insurance



- Take your health insurance card everywhere you go
- You will definitely need it when you go to the doctor

Further information on the health care system and emergency numbers in Germany:

www.hs-ansbach.de > Service / International Student Advisory Service /
Information for everyday life / Health care system and emergency numbers

Everyday life in Germany

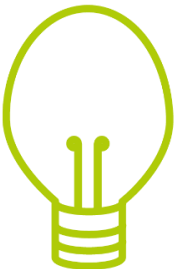
Deutsche Bahn – Train System in German

ICE	Intercity Express	fastest train (most expensive – special ICE ticket necessary)
IC	Intercity	fast train (less expensive than ICE – ICE ticket is not valid)
RE	Regional Express Trains (Regionalexpress)	slower train, many stops (valid tickets: Deutschland Ticket, Bavaria Ticket, single tickets)
RB	Regional Trains (Regionalbahn)	slowest train with most stops (all tickets valid)
S-Bahn	(Sub-)urban train (Schnellbahn)	slower than RE and RB, connects cities and hinterland
U-Bahn	Metro	slower than S-Bahn, mainly suburban

www.bahn.de



Get the app!



Everyday life in Germany

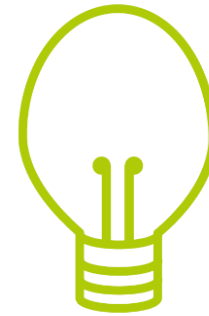
Check out:

<https://www.how-to-germany.com/>

<https://www.make-it-in-germany.com/en/>

Tips about:

- Banking
- Insurances
- Taxes
- Tools
- Housing&Mobility
- Family Life



Finding an apartment

On our website (<https://www.hs-ansbach.de/en/service/living-in-ansbach/>)

- ➔ click on “Halls of residence”
- ➔ you will find a list of dorms
- ➔ Underneath you find the option “Private placement of flats” where you can also have a look.
- ➔ Another possibility are online portals:
 - [ImmoScout24](#)
 - [WG-Gesucht.de](#)
 - [immowelt.de](#)
 - [kleinanzeigen.de](#)

Service

Living in Ansbach

There are beautiful, inexpensive apartments in Ansbach and the surrounding areas. The halls of residence provide apartments and a wide variety of private accommodation is also available.

- [Halls of residence](#)
- Private placement of flats:
On the [university website](#) (German only!)
- Other sources:
 - > Notice board in the Mensa
 - > Local newspapers

Finding an apartment

- You can also find out about other current housing offers in the close town of Feuchtwangen by writing to wohnen@feu.plus
- Also consider to look for a place to stay in Nuremberg or in the surroundings of Ansbach.
- Contact landlords/ roommates or create your own ad („Gesuche“) where you introduce yourself
- **Helpful:** Abbreviations in German rental ads provided by DAAD:
https://static.daad.de/media/daad_de/pdfs_nicht_barrierefrei/in-deutschland-studieren-forschen-lehren/abkuerzungen_wohnungsanzeigen.pdf
- **Be careful with scams!** Never give out credit card details, preferably pay *cash* if possible or via *PayPal* or *bank transfer*.

Finding an apartment

When contacting landlords or potential roommates...

...write in German (you can also use Google translate)

...mention that you are still learning German so they understand why you make language mistakes

...briefly tell them who you are, where you are from and the reason of your stay (student or professional)

- Have a look at the apartment / room before you move in (if possible)
- Always ask for a Handover Protocol “Übergabeprotokoll” where damages are indicated; it is done before you move in and after you move out
- Handle the rooms and apartments with care
- Make payments on time to avoid stress with your landlord; payment in Germany is always made via bank transfer

Cost of living

- No tuition, but semester fee of 72 € per semester to pay for meals in the canteen, psychological and legal counselling

- Average expenses of a German Student/ living costs per month:

Rent (including utility costs): 410 €

Food: 198 €

Clothing: 46 €

Transportation (car/public transport): 89 €

Health (insurance, doctor's fee, medication): 100 €

Telephone/internet/radio and TV: 31 €

Working materials (books etc.) and semester fee: 67 €

Recreation, culture and sports: 65 €


Additional expenditures: 144 €


TOTAL: 1,150 €

Cost of living: „Sperrkonto“

Blocked account (Sperrkonto):

- A blocked account is a special bank account required by German immigration authorities for visa applicants. It proves you have sufficient funds to support yourself during your stay in Germany.
- the German embassy has set sum at 992 € per month, or 11,904 € per annum. You can also check the information presented on the website of [My German University](#).








**Blocked Account Germany
(2025/26)**

Your quick guide to securing a blocked account for your German student visa.

Country

[Calculate your amount](#) [→Find your best provider](#)

Compare all German Blocked Accounts 2025/26
At least 8 companies currently offer blocked accounts. You can find them all listed in our database.

 |  |  [+more...](#)

[→Find your best provider](#)

Legal Counselling for students



Wir versorgen Studierende
in Mittelfranken, Eichstätt und Ingolstadt

Quicklinks

[Hilfe für Ukraine](#)
[Spelisepläne](#) ▾
[Projekte](#) ▾
[WERKsBlitz](#)
[Stellenangebote](#)
[Ausschreibungen](#) ▾
[Impressum](#)

Aktuelles aus dem Bereich Service & Beratung:

[Sozialberatung: Neue Beratungszeiten 10.01.2024](#)
[Öffnungszeiten Jahreswechsel 2023/24 15.12.2023](#)
[Warnstreik am 20. November – Mensa Langemarckplatz & Kitas geschlossen 20.11.2023](#)

Rechtsberatung

[Aktuell](#) » [Service & Counseling \(en\)](#) » [Rechtsberatung](#)

Das Studierendenwerk Erlangen-Nürnberg unterhält eine kostenfreie Rechtsberatung für Studierende, die in hochschul-, arbeits-, kauf- und mietrechtlichen Angelegenheiten sowie in allen anderen mit der Studiensituation in Zusammenhang stehenden rechtlichen Schwierigkeiten praktische Hilfe anbietet**

Die Rechtsberatung berät bequem online jeweils montags und donnerstags über BigBlueButton*:

[Zum Beratungsraum der Rechtsberatung](#)

Termine	
Montag	9.00 - 10.30 Uhr
Donnerstag	18.00 - 19.30 Uhr
Bitte beachten:	Da es sich um eine Einzelberatung handelt, kann es zu Wartezeiten kommen. Bleiben Sie bitte einfach im Warteraum, Sie werden dann ins Gespräch geholt. Sollte ein Termin zu voll sein, versuchen Sie es bitte am nächsten Termin. Grundsätzlich ist auch eine englischsprachige Beratung möglich; Dokumente können aber nicht übersetzt werden.
Aktuelles:	Zu verschiedenen häufigen Themen finden Sie hier Online-Informationen: Arbeitsrecht , Ausländerrecht , Mietrecht , Prüfungsrecht , Vertragsrecht . Hinweise zu anderen Beratungsstellen und weitere Tipps finden Sie online in unserem WERKsWeiser , für die Hochschulorte Erlangen/Nürnberg, Eichstätt/Ingolstadt sowie Neuendettelsau, Ansbach und Triesdorf.

*Eine (englischsprachige) Hilfe [finden Sie hier](#).

**Die allgemeine Rechtsberatung ist nicht für Fragen der Ausbildungsförderung zuständig. Beratungen im Sinne des BAföG erfolgen durch die [zuständigen Sachbearbeitung](#).

Legal Counselling of the Student Union Erlangen-Nürnberg
= Free of charge/ no costs for students!

<https://www.werkswelt.de/rechtsberatung> (German website only)

Click „[Zum Beratungsraum](#)“ to get to the waiting room

Pay attention to the dates / opening hours

Questions?

You need further advice, have open queries or want individual counselling?

→ E-mail to: study@hs-ansbach.de (degree-seeking students)



Feel free to join our
International Study Whatsapp Group
for keeping in touch with fellow international students





**We wish you a great start at
Ansbach University!**

Questions?
study@hs-ansbach.de