



Welcome Guide for International Students

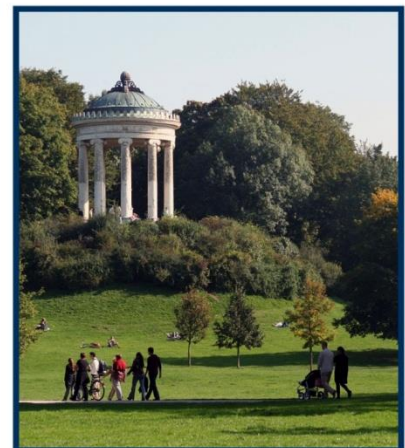
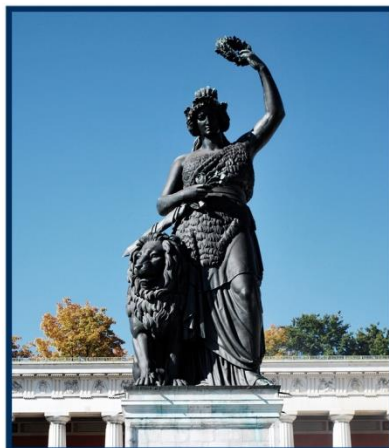
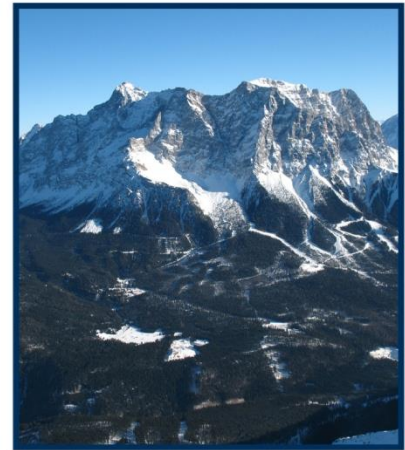


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Welcome to Munich Business School

Each year, Munich Business School (MBS) welcomes over 100 international students on campus hailing from all corners of the world. Countries include France, Spain, Luxemburg, Slovenia, Russia, Bulgaria, Latvia, Ukraine, Hungary, U.K. Brazil, Mexico, Columbia, Pakistan, China, Thailand, South Korea, Poland, Italy, Canada, the USA and many more. We are happy that you also chose Munich Business School (MBS) for your studies.



To assist you with your transition to Munich and MBS, the staff at the International Center will support you during specially designed orientation days and throughout your stay.

Moreover, we have created this guide to help you prepare for your abroad experience as well as your stay at MBS. Please take the time to read it carefully and contact us if you have any questions.

We look forward to meeting you!



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BEFORE ARRIVAL

This section contains information which is intended to help you prepare for your journey abroad.

Academic Calendar Fall 2014

19.08. – 27.08.2014 **German intensive language course** for applicants with very little or no knowledge of German. Registration is required. Course is mandatory for degree-seeking students and optional for one semester visiting students.

European Business Semester (EBS) & 6th semester bachelor

28.08. – 29.08.2014	Orientation days
01.09. – 28.11.2014	Courses Fall 2014
01.12. – 19.12.2014	Final Exam Weeks
21.01.2015	Final Exam Results
04.05. – 29.05.2015	Re-take Exams Fall 2014 Registration Deadline: March 15th Announcement of Exam Results: 24.06.2015

German Business Semester (GBS)

28.08. – 29.08.2014	Orientation days
01.09. – 28.11.2014	Courses Fall 2014
01.12. – 05.12.2014	Final Exam Week
22.01.2014	Final Exam Results
04.05. – 29.05.2015	Re-take Exams Fall 2014 Registration Deadline: March 15th Announcement of Exam Results: 24.06.2015

Master Program

28.08. – 29.08.2014	Orientation days
03.09. – 28.11.2014	Courses Fall 2014
01.12. – 19.12.2014	Final Exam Weeks
21.01.2015	Final Exam Results
04.05. – 29.05.2015	Re-take Exams Fall 2014 Registration Deadline: March 15th Announcement of Exam Results: 24.06.2015

Student Visa

German immigration law requires a Student Visa (*Visum für Studienzwecke*) to take on any kind of studies. The exact regulations vary depending on the country issuing your passport.

EU-Citizens

If you are holding a passport of the European Union you are an Union Citizen (*Unionsbürger*) and therefore do not require a Student Visa for your studies in Germany.



Preferred Countries

If you are holding a passport of a preferred country, you can enter Germany on a Tourist Visa but still have to apply for a Student Visa in Germany after arrival.

Preferred countries are: Australia, Canada, Israel, Japan, New Zealand, the Republic of Korea and the United States of America.

All other Countries

If you are holding a passport of any other country than the above mentioned, you have to apply for your Student Visa at the German Embassy in your home country.

Do not enter Germany with a tourist visa, because it cannot be changed into a visa for studies. In such a case you would have to return to your home country!

Please always check on your specific visa regulations with the German Embassy in your home country!

Since the visa process can be rather lengthy, we recommend that you obtain general information on how to apply for a student visa well in advance of the date you wish to begin your academic studies. The actual visa process can only be started after you have received the letter of acceptance from Munich Business School which you will get in time.

Submit your visa application with all accompanying documents at least **8 weeks** before your planned trip to Germany to the German Embassy in your country. The German Embassy issuing your visa will send the visa application to the Alien Registration Office (*Ausländerbehörde*) in Munich for processing. This takes time! After that you can pick up your visa at the German Embassy where you applied.

Helpful links:

- General visa information can be obtained at:
http://www.auswaertiges-amt.de/EN/EinreiseUndAufenthalt/Visabestimmungen_node.html
- List of Embassies abroad:
http://www.auswaertiges-amt.de/EN/AAmt/Auslandsvertretungen/Uebersicht_node.html

Health Insurance

All students must have health insurance during their studies in Germany and either submit proof of acceptable health insurance from their country (insurance policy has to be in German or English) or purchase health insurance in Germany. Without health insurance, students may not register for courses at Munich Business School.

EU Students

Visiting students (one or two semesters) from EU countries or from Bosnia-Herzegovina, Croatia, Island, Israel, Liechtenstein, Macedonia, Montenegro, Serbia, Slovenia, Switzerland, Tunisia and Turkey can be freed from health insurance fees in Germany, if they present proof of health insurance coverage from their home country. These students must obtain the European Health Insurance Card (EHIC) from the relevant health authority in their home country, **prior to coming to Munich.**



Degree-seeking students who will stay longer than a year in Germany have to purchase a German health insurance.

Students from Outside the European Union

Visiting students (one or two semesters) from non-EU countries can either purchase health insurance from a health care provider in Germany after their arrival, or purchase insurance in their home country which covers them for their academic studies in Germany. Students who bring their own insurance must show coverage of at least €50.000. The policy must also be either in English or German.

Degree-seeking students must purchase health insurance from a provider in Germany upon arrival.

Choosing Health Insurance in Germany

In Germany there are two kinds of health insurances: public (which is required by law) and private. Public health insurances are more affordable (about €78 per month for basic coverage including dental) and insures students up to the age of 30. Private insurances are more expensive but cover more procedures (including Chiropractic and alternative medicine).

For more information on health insurance and coverage visit

www.justlanded.com/english/Germany/Germany-Guide/Health/Health-insurance

MBS works very closely with Techniker Krankenkasse. Your direct contact at TK is Valerie Henard. Contact information can be found here: <http://www.tk.de/vt/Valerie.Henard>

Other major public insurance companies that you can choose in Germany are: AOK, Barmer-GEK, IKK and DAK

Private insurance companies who are specialized in international students who are over 30:

http://www.care-concept.de/index_eng.html?navilang=eng

<http://www.mawista.com/mwuk/>



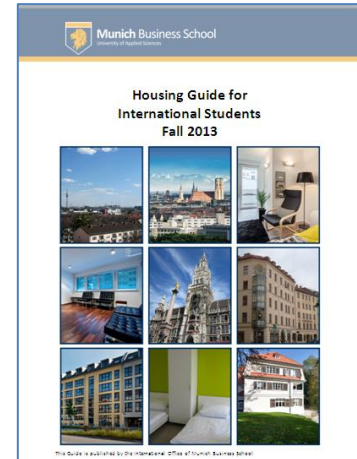
Housing

Arranging housing before their arrival **must be a priority** for incoming students, as it often takes a while to find housing and as short-term, furnished, affordable housing in Munich is limited.

Accepted incoming students must try to arrange their own accommodation prior to their arrival. If permanent accommodation cannot be obtained from abroad, they must arrange temporary housing in a youth hostel or inexpensive hotel for the first one or two weeks of their stay. They can then search for housing in Germany.

Incoming students can find general housing information

- by requesting to join the Facebook **'MBS Apartment Exchange'** (closed group) where only MBS students can post.
- by requesting a copy of the comprehensive **MBS 'Housing Guide for Visiting Students** (see picture right) from the International Center at Munich Business School.



Estimated Living Expenses

It is fairly expensive to live in Munich. We estimate that your living costs will be between 1250-1450 Euro per month. Your budget will mostly depend on how you manage your free time (e.g. travelling, eating out, opera, concerts, using sports facilities, visiting museums and clubs).

Below is an example of an exchange student's monthly budget:

Category	Example 1	Example 2
Rent	€600	€800
Groceries/food:	400	400
Public transportation:	40	40
Phone/Internet:	50	50
Miscellaneous (incl books)	160	160
Estimated monthly budget:	€1250	€1450



The rent in example 1 refers to a room in a shared apartment. Example 2 is a typical rent for a studio in Munich.

Working during your studies could be difficult, as you will have approximately 20-30 hours per week of instruction and you will only have the weekends to work. Therefore, you must ensure that you will have this amount of money for the duration of your study at Munich Business School.

Books are not as expensive as they are in some other countries. You may need to budget about €100-150 per semester for books and this amount is included in the miscellaneous monthly expenses.

UPON ARRIVAL

Welcome to Munich! This section of the guide will help you with information you will need once you have actually arrived in Munich.

Arrival in Munich

From Munich Airport

The quickest and least expensive way to get from the airport to the City Center is by taking public transportation. There are two S-Bahn trains (suburban train = above ground train) to Munich.

The **S1** or **S8**, both of which reach Munich Central Station (Hauptbahnhof) in approx. 40 minutes. The S-Bahn system is also connected to the U-Bahn (underground). Connections can be found on the Public Transportation Map (MVV) on the next page.

Tickets can be bought at the Munich Airport from a counter, or directly from ticket machines placed near the S-Bahn station at the airport. Ask for a day ticket which is €11.70 and which is valid for the whole day for the entire city. If you are more than one person, you can purchase a partner ticket which is €21.30 and covers up to 5 people. More information on tickets can be found on the next page.



Transportation in Munich

Public Transportation (MVV)

Munich has a comprehensive public transportation system (called MVV) consisting of a network of U-Bahn (subway/underground), S-Bahn (suburban train = above ground train), tram (street cars) and buses. Students can purchase a monthly ticket which covers all means of transportation. MBS is four U-Bahn stops away from the central train station (or City Center) and can easily be reached via U-Bahn (U 4 or U 5, exit Westendstrasse) tram or bus.

Link to MVV: <http://www.mvv-muenchen.de/en/tickets-fares/tickets/day-tickets/airport-city-day-ticket/index.html>



Tickets

The ticket system is very comprehensive. The most efficient ticket is a monthly ticket. Students can get a discount card to purchase a monthly public transportation ticket for the entire MVV, after they have checked in at Munich Business School.

Forms are available at the ticket counters of the MVV or at Munich Business School. The completed forms must be submitted in person to the MVV at the main train station along with a passport sized photo **and** a student enrolment form from MBS. After receiving the discount ID (or card), students may purchase a discounted monthly ticket at an MVV counter (you will be required to show the discount ID). Monthly ticket prices depend on the distance travelled and can run from approx. €34.00 to €50.00.

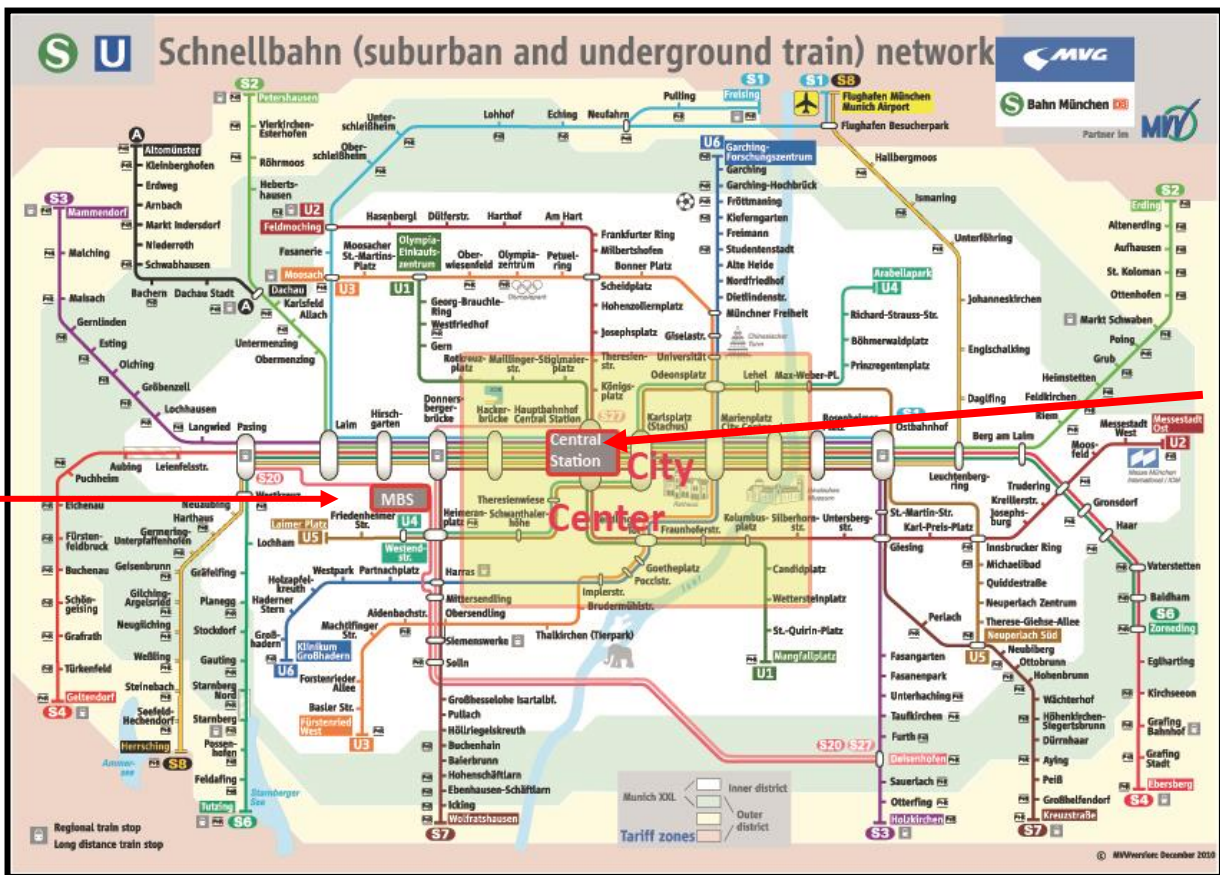
For the first few days, we advise students to purchase a single day ticket for €6.00 (*Tageskarte Innenraum*) which is valid for any number of rides within the city. There is also an option to purchase a Tageskarte (single day ticket) for 3 days (€15.00 for 3 days).

How to get to Munich Business School

From Munich Central Station, the quickest way to get to MBS is by taking a U-Bahn:

- **U4** (towards Westendstrasse) or
- **U5** (towards Laimer Platz)

Exit the train, after four stops, at Westendstrasse. Go up the stairs to the street level and look for the Ibis Hotel. Once you see the hotel, go left and walk along Westendstrasse towards the next traffic light where you see Elsenheimerstrasse. The MBS building is right at the corner. Alternatively, you can also take Tram 18 or Bus 62.



Central Station

Having a car in Munich

Unless you live outside Munich, we do not recommend that you take a car to MBS, as parking spaces are scarce, and parking garages are expensive. MBS is perfect to reach via public transportation.

If you are contemplating about bringing your car to Germany, please keep in mind that you need insurance for it, as well as an international driver's licence!

Riding a bike

Munich is a bicycle friendly city. Bike lanes are found all over the city and getting through the city by bike is an efficient (and inexpensive) way to get around. Students can purchase cheap used bikes via various local Internet sites or from fellow students.

Orientation Days

It is mandatory for international students to attend orientation days which take place:

Thursday, August 28 and Friday August 29, 2014 starting at 09:00 am.

During these two days we will help you register for courses, hand out your student ID, and help you with information and paperwork in regards to public transportation, registering in Munich, health insurance, phone, internet, banking etc.



Moreover, you will have a chance to join the Buddy system at Munich Business School and hook up with current MBS students who will assist you during the first weeks in Munich.

Please bring the following items to Orientation Day:

- Passport
- Copy of your visa (if applicable)
- Any outstanding certified or original documents (if applicable) or test results
- Proof of your medical insurance
- Your current address and phone number in Germany

Address:

Munich Business School
International Center (3rd floor)
Elsenheimerstrasse 61
80687 Munich, Germany
Tel: +49 (089) 547 678-11



Email: international@munich-business-school.de

Website: <http://munich-business-school.de/international>

Transportation: U-4 or U-5, exit Westendstrasse or Tram 18, or Bus 62

Map: <http://www.munich-business-school.de/en/experience-mbs/contact/how-to-get-here.html>

Residency & Visa: Registering in Munich

Upon Arrival:

German law requires that you register your place of domicile, and file one address as your main address. Therefore all students must register in Munich at the “**Einwohnermeldeamt**” within the first 2 weeks of arrival. For those who will live in Munich City, this office is located in the building of “Kreisverwaltungsreferat” (city hall). All others please visit the local “Einwohnermeldeamt”.

(You can register already with a Hotel address, you just have to make sure that you can receive mail (e.g. letters from the bank); as soon as you have your own apartment you have to go there again and let them know that you moved)

In addition **Non EU students** must also register with the **Alien Registration Office** (“Ausländerbehörde”) no matter if they already have obtained their visa in their country or if they are allowed to apply for a visa in Germany. Both agencies are located in the same building.

During your stay

Every time you move to another address within Munich you have to go to the “**Einwohnermeldeamt**” and let them know that you changed your address. If you are moving to another town, e.g. due to an internship, you have to register in the new town.

Upon Departure

Before you leave Germany please do not forget to de-register at “**Einwohnermeldeamt**”, otherwise you might get into trouble if you ever want to enter Germany again.

Address of “Kreisverwaltungsreferat”

Landeshauptstadt München	Office Hours:
Kreisverwaltungsreferat	Monday 07:30 to 12:00
Hauptabteilung II - Einwohnerwesen	Tuesday 08:30 to 12:00 and 14:00 to 18:00
Bürgerbüro	Wednesday 07:30 to 12:00
Ruppertstraße 19, <i>(ground floor)</i>	Thursday 08:30 to 15:00
80337 München	Friday 07:30 to 12:00

NOTE: Be prepared to wait 1-2 hours for your turn and immediately take a ticket from a ticket dispenser once you arrive. Make sure you have all documents with you.

Documents to take along:

- Registration form from the registration office (Anmeldungsformular der Meldebehörde)
- Passport (also visa if you are a non EU citizen)
- Certificate of Enrollment (Immatrikulationsbestätigung)
- Acceptable Health Insurance (read section on health insurance)

How to get there: U-Bahn (U 3 or U 6 – exit Poccistrasse). From MBS, you can take Bus 62 directly to Poccistrasse. There is also an **MVV** building across the street from the Kreisverwaltungsamt where you can get your transportation discount card (see section on transportation). Other MVV service points are: Marienplatz, Hauptbahnhof and Sendlinger Tor.

For a map of Poccistrasse please turn to page 20!

Money and Banking

Cash is Important

Germany is still a large cash society. Many restaurants and small shops only accept cash. Credit cards are typically only accepted at major stores. Debit cards (EC cards) are more commonly accepted as outlined below. Rent, electricity and other regular monthly bills are often paid via bank wire whereby the person must complete an automatic withdrawal form upon signing a contract or agreement.

Opening a Checking Account

Some banks offer special checking accounts (Girokonto) for university students (up to the age of 30) without monthly charges (kostenloses Girokonto für Studenten).

We checked Deutsche Bank which offers free student account:
However you have to be physically in Germany to open this account.

Please call the following number: +49 (0)69 910 10000 and arrange an appointment at the Deutsche Bank Marienplatz in Munich. Let them know that you would like to open up a student account. Usually the contact persons are: Frau Blaschke or Frau Rank. Please bring the following documents to your appointment:

- Certificate of Enrollment letter from Munich Business School which you will receive on Orientation Day (*Immatrikulationsbestätigung*) or Study Contract or Letter of Acceptance
- Valid passport
- Proof that you have registered in Munich with the *Einwohnermeldeamt*.

Note: Non EU citizens must also show proof of their student visa or already have a blocked account at Deutsche Bank.

You can also choose any other bank that is offering student accounts. (e.g. Targobank, Norisbank, Postbank, Deutsche Bank, Sparkasse etc.) see the following link:
<http://dynamisch.vergleich.de/vergleich/girokonto/vergleich?Profil=studenten>

Obtaining your EC Card (*Electronic Cash Card*)

An EC Card is similar to ATM card or debit card and **very important** in Germany.

Be prepared that credit cards such as Visa, MC, American Express etc. are not commonly accepted in Germany as a method of payment but rather cash or EC Cards. Even large stores such as IKEA, and many major grocery stores **ONLY accept EC Cards or cash**.

You will get an EC Card when you open your bank account with a German bank, but you have to apply for it. The card will come in the mail following your appointment with the bank representative.

Note: Please watch bank fees for cash withdrawals and ask your bank about them.



AT MUNICH BUSINESS SCHOOL

Courses and Credits

Degree-seeking MBS students take 30 ECTS credits (about 15 US credits) during a regular semester (about 8-9 courses). Visiting students **must** enroll in a minimum of 18 ECTS credits and can enroll in up to 30 ECTS credits. Classes are usually held each day and students will have course instruction ranging from about 20-30 hours per week, depending on the number of courses they register for.



Course Registration

Students will be registered for courses upon arrival. The International Center will explain more about course registration during orientation days (for GBS students during the first day of class). The class schedule for the two first weeks will be posted on the Intranet about two weeks prior to the beginning of the semester. The class schedule for the remainder of the semester will be available after the first two weeks of the semester. Please note that the class schedule may change from week to week and that you may have to be flexible attending classes.

Attendance

Students must attend 80% of each class to get credit for the course. Students are required to notify a professor when absent and must also submit a doctor's note to MBS. Failing to attend class will result in a failing grade (grade 5) and will show up on the transcript.

Grading and Exams

The grading system in Germany ranges from 1 to 5, one being the best grade. Grades 1 to 4 are passing grades; grade 5 is a failing grade. For each course, 40% of the grade will come from presentations, class participation, and other assignments, and 60% of the grade will be from the final exam.

Students **must achieve at least a passing grade in their final exam** in order to pass a class. Exams take place during the last 2 weeks of the semester. Students must take exams in all courses they are registered for. Not participating in an exam will result in failing the class.

MBS exam regulations state that students who fail final exam may participate in a **re-take exam**. Exact dates of the re-take exams can be found on the academic calendar. Students must return to Munich Business School to take the exam. Please refer to the academic schedule for exact dates. The re-take exam will be a different exam than the original and the best possible grade a student can obtain is a grade 4, which is passing.

Transcripts

Grades are typically announced about 4 weeks after the exam, mid-January, and will initially be posted on the MBS Intranet. MBS will issue actual transcripts about end of February and will send them to the address provided to MBS. Students must give MBS their home address before returning back home.

Intranet

All students will get access to the MBS Intranet where they can find their class schedule, their classmates and other important information about MBS. Students will also have access to various online libraries which are mostly in English.

Other MBS Resources

MBS has a library, a student lounge, a study center, a computer center as well as wireless access throughout the building. Class rooms are distributed over 3 floors.

Student ID / Copy Cards

MBS issues each student a personal student ID. You can pick it up at the International Center from Daniela Ludwig after Orientation. Please ensure that you handed in all important documents (e.g. change of address form, health insurance etc.). Otherwise your student ID will not be handed out to you.

The card is also your copy card as well as an entrance card to the first and second floor. It is therefore important for you to carry your student ID with you at any time. Each black and white copy/ print costs 5 cents; each color print copy costs 50 cents. You can load your copy card in 10 Euro increments at the MBS reception.

In case of loss please report your loss at the reception; your card will then be blocked. You will receive a neutral replacement card for a 25 Euro deposit. The replacement card cannot be used as a student ID, as it has no picture on it. However if you intend to have all advantages of a student ID (e.g. cheaper entrance to movies, other discounts) you have to order a new student ID card. The costs are 50 Euro.

MISCELLANEOUS

Working in Germany

Students from EU countries have the same employment privileges as German students. A work permit is not required, only an income tax card.

Students from non-EU countries (and from the new EU countries) enrolled in a full-time degree study program are usually allowed to work in Germany **for a maximum of 90 full days or 180 half-days per year**.

Students who want to work more than 90 full or 180 half days will need the permission of the Employment Agency and the **Alien Registration Office** ("Ausländerbehörde"). One exception is when the employer is the university and you are working as a student assistant. Nevertheless, the Alien Registration Office must still be informed if students are working as a student assistant and an income tax card is also required.

Degree-seeking students only: Mandatory internships in Germany are not affected by the 90 days rule.

Income Tax Verification

Almost every job requires students to have an income tax card verification attest ("Lohnsteuer Ersatzbescheinigung"). The application must be done in person.

Finanzamt, Deroystraße 6, 80335 München

Business hours:

Monday - Wednesday: 7.30 - 16.00 hours

Thursday: 7.30 - 18.00 hours

Friday: 7.30 - 12.30 hours

Before students can apply, they need to be registered with the Einwohnermeldeamt and show proof of acceptable health insurance (European Health Insurance Card for EU students or German insurance for Non-EU students). Students also need to bring a copy of their Immatriculation at MBS as well as a valid passport. Students who earn less than €450 per month (so-called "450-Euro-Jobs"), do not need to pay any income tax. However, they are still required to have an income tax card in order to legally work in Germany.

Job Internet Sites in English

- <http://www.toytowngermany.com/forum/index.php?showforum=26>
Website that offers English speaking jobs in Germany, mainly Munich.
Lots of part-time jobs and internships. Or <http://www.toytowngermany.com/jobs/>
- <http://jobs.goabroad.com/search/germany/munich-munchen/jobs-abroad-1>
Listing of various jobs in Munich including internships.
- <http://www.multilingualvacancies.com/>
Focuses on multi-lingual jobs in Munich. Mostly in IT but also other areas.
- <http://www.justlanded.com/>
A listing of jobs for foreigners along with advice on salaries, terms and conditions etc.
- <http://www.englishlanguagejobs.com>
A listing of English speaking jobs in the Netherlands but also other countries.
- <http://www.4icj.com>
An overview of head hunters, salaries and jobs across various sectors.

Shopping

Store Hours

General store hours in Germany are:

Monday to Friday 9 am to 8 pm

Saturday 9 am to 8 pm

Sunday and holidays: stores are closed

Smaller stores and offices may have shorter business hours.



Grocery/Food Stores

- Aldi, Norma, Lidl and Penny – discount food stores
- REWE, Tengelmann, Spar, Netto, Edeka, **HIT** (large store near MBS) – regular food stores
- Karstadt, Käfer, Dallmayr – expensive specialty foods
- Asia Shops: <http://asia.thinkof.de>
- Halal Food Information: <http://www.irhal.com/Germany/Munich/Muslim-Information/Halal-Restaurant>

Coupons: Newspapers have often coupons for various stores.

Department Stores

- C&A, Adler, Kick – discount stores
- Kaufhof, Karstadt, H&M – regular department stores
- Oberpollinger, Beck, Hirmer (men only) and Konen – more exclusive shops
- Second Hand Stores (furniture etc. in German only)
<http://www.weisser-rabe.de/gebrauchtwarenaeuser,61.html>

Drug Stores/Pharmacies

- Müller, Rossmann, DM – these drug stores are carrying items such as soap, detergents, body hygiene products, shampoos, cleaning supplies etc.
- Pharmacies are called 'Apotheken' and are the only places allowed to sell medicine, including aspirin or cold medicine.

Books/Media/Internet/Phones

- Hugendubel: International book store with coffee shop
- Main central train station: There are several small book stores carrying international books and magazines
- Saturn, Media Markt: Large stores (computer, CD,DVD, TVs, cell phones, etc).
- T-Mobile, O2, Vodafone: Phone and Internet Providers. They are found in the city center between Stachus and Marienplatz as well as other locations throughout Munich.

NOTE: Below are links to helpful websites in English which explain the different cell phone/international calls/Internet option

<http://www.justlanded.com/english/Germany/Telephone-Internet>

Restaurants

There are hundreds of restaurants in Munich. Just Google a specific restaurant (Mexican, Italian, Japanese etc. and you will see the results). Making phone reservations may be advisable on weekends. Restaurants are typically open from 6 pm to about 11 pm and for lunch.

Tips: between 5-10% of the food bill should be left as a tip. Tip is not left on the table but is given directly to the waiter/waitress.



Cultural Things

Munich is the Capital of Bavaria located in the South of Germany, close to the Alps. As Germany's third largest town, you will find a cosmopolitan city with rich places of interest and a very special flair. So find out for yourself by studying and living in this beautiful town.

There are two completely different sides of Munich.

On the one hand it is very traditional with old established traditions like the "Oktoberfest", "Weißbier", "Schloß Nymphenburg", "Viktualienmarkt" and so many other things. The inner city is like a museum itself with many beautiful historical buildings. Munich offers more than 100 galleries and museums; one of the most famous is the "Pinakothek" containing paintings from painters like Rubens or Rembrandt.

On the other hand, Munich has an unexpected, exciting, modern flair. People are friendly, outgoing, helpful, and definitely know how to have a good time. Depending on which type of music or what kind of entertainment you like, Munich has something for everybody. You just have to find the right places and you will have an amazing time.



This link below will lead you to the website of Munich city where you can find more helpful information:

http://www.muenchen.de/rathaus/home_en.html

English-Speaking Community: <http://www.toytowngermany.com/munich/>

The MBS Team wishes you a happy stay in Munich!

APPENDICE

Medical Emergency Phone (Notarzt): 112

Police Emergency Phone (Notruf): 110

Hospitals



Klinikum der LMU – Innenstadt
Nußbaumstr. 20, 80336 München
Tel.: (089) 51 60 – 0

Klinikum der LMU - Großhadern
Marchioninistraße 15, 81377 München
Tel.: (089) 70 95 – 0

Klinikum rechts der Isar
der Technischen Universität München
Ismaninger Str. 22, 81675 München
Tel: (089) 41 40 – 0

Klinikum Bogenhausen
Städtisches Klinikum München GmbH
Englschalkinger Straße 77
81925 München Tel: (089) 92 70 – 0

Klinikum Harlaching
Städtisches Klinikum München GmbH
Sanatoriumsplatz 2, 81545 München
Tel: (089) 62 10 – 0

Klinikum Neuperlach (not close to city center)
Städtisches Klinikum München GmbH
Oskar-Maria-Graf-Ring 51
81737 München Tel: (089) 67 94 – 0

Klinikum Schwabing
Städtisches Klinikum München GmbH
Kölner Platz 1, 80804 München
Tel: (089) 30 68 – 0

Klinik Thalkirchner Straße (24 hr emergency)
Städtisches Klinikum München GmbH
Thalkirchner Straße 48, 80337
München
Tel: (089) 51 47 - 60 10

Doctors (you can always Google other doctors that are closer to where you live, most doctors speak English)

General Practitioners

Dr. Merck Dorothee
Grünwalderstrasse 53, Harlaching
Tel: (089) 692 76 72

Dr. Schmidt-Sakellariou Brigitte
Leopoldstr. 173 ,Schwabing
Tel: (089) 28 55 80

Dr. R Iliescu-Steiner
Tal 48, Isartor (Munich City)
Tel: (089) 29 43 91

Dr. Rieger Thomas
Ledererstrasse 4/1, Marienplatz
(City Center) Tel: (089) 22 28 87

Dr. Nosratian Mansour
Chorherrstrasse 4, Max-Weber Platz
(City Center) Tel: (089) 48 28 84

Eye Specialists

Augenärzte am Stachus
Sonnenstraße 1, München
Tel: (089) 54 59 87 11

Ärzte am Laimer Platz Schmid Christoph Dr.
Fürstenrieder Str. 90, 80686 München
Tel: (089) 54 61 25 35

Gynecologists

Ganzheitliches Frauenarzt –Zentrum Villinger
Thomas Dr. med.
Sendlinger-Tor-Platz 10, 80336 München
Tel: (089) 55 56 55

Dr. Goller Angela Dr. med. Frauenheilkunde
Tal 13 80331 München

Tel: (089) 22 19 79

Ear-Nose-Throat Specialists

Dr. Jousen Karin
Briennerstrasse 1, City Center
Tel: (089) 29 44 04

Dr. Ehrly Johanna, Dr. Julia Flaman
Schützenstr. 5, 80335 München
Tel: (089) 55 37 31

Skin Specialist

DermArtis Hautarztzentrum München, Dr. med.
Jürgen Katsch
Sendlinger Str. 37, 80331 München
Tel: (089) 55 49 55

Dr. med. Stefan Golsch
Bayerstr. 15, 80335 München

Tel: (089) 534923

Dentists

Dr. Robert Hansen
Maximilianstr. 12a, 80333 München
Tel: (089) 29 36 98

Fachpraxis am Frauenplatz
Frauenplatz 11, 80331 München (Marienplatz)
Tel: (089) 21 02 33 90

Physiotherapists

Elementhera GbR
Eisenmannstr. 4, 80331 München, (near
Odeonsplatz)
Tel: (089) 95 92 72 00



Pre-departure Checklist

Things to do before you leave

2-3 months before departure

- Obtain your passport. *(if you already have a passport, make sure it is valid for at least six months beyond the date of your return).*
- Apply for a student visa at the Embassy and collect all required documents *(if applicable)*
- Make flight arrangements.
- Plan a budget for your entire stay.
- Make sure you understand the coverage of your health insurance plan. Get additional insurance for extra coverage, as needed.
- Organise your accommodation for your whole stay *(request/use the MBS housing guide)*

1 -2 weeks before departure

- Make copies of all important documents *(passport, credit card etc.)*. Leave one copy at home, and take another one with you. Pack it somewhere apart from your original documents.
- Copy down all important names, addresses, telephone numbers from home (parents, doctors, university)
- Exchange money at your bank, so that you have German currency upon arrival. This is important to cover initial set up and living costs upon arrival in Germany *(approximately 500€)*
- Make sure you have all credit cards, bankcards, telephone cards which you are planning to use *(get overseas telephone numbers in case of an emergency)*.
- You may wish to arrange for a 'power of attorney' for the person handling your financial affairs in your absence.
- Bring all medication, prescriptions, extra glasses, etc. (Put daily prescription medication in carry on bag, not checked in luggage).
- Back up all computer files *(documents, photos, and music)* and keep copies separate, in case of loss, theft or malfunction.
- Discuss any safety issues with your family, and be sure they know how to contact you in case of emergency.
- Make sure you have the address and telephone number of your final destination as well as a metro plan and a map of your destination.
- Remember to bring warm clothes.