



Your start in Stuttgart and the region

16.11.2022

Welcome

Benvenuti

Hoş geldiniz

Добро пожаловать

Bem-vindo

Willkommen

Mirë se erdhët

Bienvenue

احلاً و سهلاً

Srdačno dobrodošli

Добре дошли

Bienvenido

Karibuni

欢迎!

Tervetuloa!

STUTTGART




**Wirtschaftsförderung
Region Stuttgart**



**Welcome Center
Stuttgart**

**Welcome
Center**

BADEN-WÜRTTEMBERG

**WELCOME SERVICE
REGION STUTTGART**



Welcome

Dr. Alexandra Sußmann

Deputy Mayor for Integration and Social Affairs
Capital City of Stuttgart

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Welcome

Dr. Sabine Stützle-Leinmüller

Director Skilled Personnel Division,
Stuttgart Region Economic Development Corporation

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*Wirtschaftsförderung
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Today's Agenda

Welcome service for international students

Dr. Verena Andrei, Head of Stuttgart Region Welcome Service,
Stuttgart Region Economic Development Corporation
An overview of services and events offered by the Welcome Center

Tips for working and living in Stuttgart

Ms. Lisa Hauff, Welcome Center Stuttgart
Visa, internships or student jobs

Student Union Stuttgart: Your partner during your studies

Ms. Anita Bauer, Student Union Stuttgart

Panel discussion

Panel moderation: Ms. Svetlana Acevic

Get-together at the WeltCafé



Welcome service for international students

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Head of Stuttgart Region Welcome Service,
Stuttgart Region Economic Development Corporation

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Welcome Centers in Baden-Württemberg and Germany

10 Welcome Centers in Baden Württemberg
[Information points for migrants and companies](#)

in big cities all over Germany

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



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Welcome Center Stuttgart

for newcomers in Stuttgart and the Stuttgart Region



Visit us at:
Charlottenplatz 17
70173 Stuttgart



Opening hours:
Monday and Friday 8.30 am to 1 pm
Tuesday and Thursday 2 pm to 6 pm

Contact:
info@welcome-center-stuttgart.de
phone: +49 711-761646-40
www.welcome-center-stuttgart.de

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Welcome Center Stuttgart

First Information and advice in person, by phone or E-mail about:

- Entry requirements and residence
- Employment, job hunting and application
- Recognition of foreign secondary school and vocational degrees
- (Vocational) training and academic studies
- Learning German
- Insurance, health care system, child care, education
- Housing
- Mobility, religious communities, associations/clubs and leisure activities
- Office hours from the academic team of the Employment Agency (Agentur für Arbeit) and further partners
- Networks/network building with partners from integration and the labour market
- Welcome Buddies





Welcome Center Stuttgart

Our Advisory Team speaks the following languages:

- Arabe
- Armenian
- Bosnian
- Croatian
- English
- Farsi
- French
- German
- Italian
- Macedonian
- Russian
- Serbian
- Spanish
- Ukrainian





Welcome Center Stuttgart offers for international students

Welcome Club

- Game Night*
- Quiz Night
- Language Night
- Ice breaker games

Cultural Nights

- private tour of the VfB arena
- city library
- Christmas market
- performance in theaters etc.
- city tour
- and more

Info Nights

- applying for a job
- interview training
- living and working
- learning German
- mobility
- and more

**Individual
Consultation
during our
office hours**



Information Evenings and Events for international Students

Successful Application and Working
in the Stuttgart region
30.11.22, 6 - 8 pm, [register here](#)

Informational events
living and working in the Stuttgart region

Introduction into German working life -
7.12.22, 6-8 pm, [register here](#)

Stay informed with our **Newsletter**
[register here](#)





Student Welcome Club, next meetings

STUDENT WELCOME CLUB 2022 STUTT GART

- 5.12.2022
- 16.1.2023
- 6.2.2023
- 6.3.2023

1. Monday at 7 pm



please register:

lisa.hauff@welcome-center-stuttgart.de or
info@welcome-center-stuttgart.de

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Welcome Service Region Stuttgart



Information and advice in the Stuttgart Region:
Esslingen, Waiblingen, Ludwigsburg, Böblingen,
Göppingen

Information and presentations at universities
(e.g. Stuttgart, Hohenheim, Esslingen, Nürtingen)

Contacts to companies and jobs
through career walks, job-fairs, job-wall, company visits

Information and advice
for small and medium-sized companies

www.welcome.region-stuttgart.de



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Tips for working and living in Stuttgart

Lisa Hauff
Welcome Center Stuttgart

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Arrival / Visa



[Student visa application](#) at the German embassy needed

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- letter of acceptance
of the German university

- proof of health insurance
travel health insurance
approx. 3 months

- proof of finance
blocked bank account: 934 € per month/
11.208 € per year (from 1 January 2023)
or a declaration of commitment

- proof of place of living

- proof of German language knowledge
if lectures being held in German
language

- further proofs



Checklist for a German national visa - student -

Before filling out the application form and booking an appointment, please prepare **2 identical sets** of the following documentation for your visa:

☒	
☐	Valid passport (issued within the last 10 years and valid for at least another year as of date of visa application; passports with observations regarding the front data page cannot be accepted) with at least two empty pages
☐	Application form & declaration (in accordance with Section 54 of the Residence Act) duly signed
☐	Declaration for Additional contact and legal representation information
☐	Copy of your passport's data page (A4 size copy)
☐	Statement of purpose / Motivation letter
☐	Proof of admittance to the study course/preparatory college (original and 2 copies) including information on the language of instruction
☐	Where not confirmed by the University in the admission notification: Proof of the language skills in the language of instruction for the study course or the preparatory course (without a preparatory language course as a rule at least B2-level in the language of instructions) (original and 2 copies)
☐	Where applicable: Certificates of other academic qualifications (original and 2 copies)
☐	Curriculum vitae
☐	Proof of financial means to cover the costs for the time of your studies by one of the following documents: - confirmation of a German / EU scholarship / stipend or - "Verpflichtungserklärung" (formal obligation letter) by sponsor living in Germany or - blocked account for the first year of your stay, amounting to 10.332.-- € When applying for visa, you can provide evidence that you are able to meet your living costs by opening a blocked bank account. You have free choice of provider. To the best of the Embassy/Consulate General's knowledge, the Kotak Mahindra Bank or Capital India Finance Ltd offers blocked accounts in India that meet the requirements of the visa procedure. Information on providers that offer this service worldwide is available on the Federal Foreign Office website. PLEASE NOTE: You cannot withdraw more than 861.-- Euros per month from a blocked account. This is applicable from 01.08.2020. However, especially at the beginning of your stay, you might be required to spend more than 861.-- Euros in a month (e.g. to pay a deposit when renting a room or an apartment). It is therefore highly recommended to make sure that you have access to sufficient financial means according to your individual situation.
☐	3 passport pictures according to biometric specifications, not older than 6 months
☐	Visa fee of 75 € payable in INR only (pls. check our website for payment options and applicable exchange rate)
☐	Travel health insurance valid on arrival in Germany to the date of enrollment at the University (mentioned in your admission letter) (approx. 3 months). Kindly refer to www.india.diplo.de/visa to find out about the travel health insurances accepted



Working for Non-EU students

Your Student Residence Permit allows you to...

Work a maximum of 120 days or 240 half-days per year

Terms used for student jobs	What they actually mean for you
1 day	More than 4 hours per day
Half-days	Up to 4 hours per day
Per year	The year starts with the issue of your residence permit, not with the calendar year (!)

Exceptions:

- a) No time limits for student part-time jobs at the university itself
(‘Studentische Hilfskraft’ = student assistant)
- b) Mandatory internships: no time restrictions, no special approval necessary



Student job

Part-time jobs at the university
itself ('Studentische Hilfskraft')

For other student jobs:

Local Newspapers

Websites of companies

Federal Office of Employment

Region Stuttgart

www.bw-jobs.de

Internship

Internships while enrolled vs.
after graduation

Ask your career service for help

Useful websites to find internships:

www.meinpraktikum.de

www.praktika.de

www.praktikum.de

[Region Stuttgart](#)



For temporary jobs and holiday jobs

Federal Office of Employment Stuttgart
'Job Vermittlung'

Phone +49 711 - 920 2929

Mo-Fr: 7:30 a.m. to 12 p.m.
Thursday: 2 p.m. to 6 p.m.

Mail: Stuttgart.job-team@arbeitsagentur.de

Good German skills required!

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Job Application

- Cover letter
- CV (Curriculum Vitae)
- PDF of relevant qualifications or certificates

More information:

www.bewerbung.de

www.bewerbung.net

www.justlanded.de

www.lebenslauf.com

www.bewerbungsdschungel.com

www.bewerbung2go.de

[Successful Application Seminar](#)

Or contact the Welcome Service Region Stuttgart!

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Cover letter

- letter of motivation
- report about:
 - hard skills,
 - soft skills,
 - academic achievements,
 - talents and unique skills,
 - professional and private goals,
 - relevant experiences and values,
 - identification with the company

The cover letter should not exceed one DIN A4 page.

Curriculum Vitae

Max Mustermann
Lebenslauf

Berufserfahrung

seit 11/2016	Dritte Station GmbH Senior Projektmanager • Erfolgreiche Leitung mehrerer Projekte
05/2014 - 10/2016	Zweite GmbH & Co. KG Projektmanager • Mehrere Projekte als Mitglied in Projektteams abgeschlossen
01/2012 - 02/2014	Erste Beispiel GmbH Junior Projektmanager • Einblicke in diesen Bereichen gesammelt

Ausbildung

10/2007 - 10/2011	Universität Musterstadt BWL-Studium • Schwerpunkte: Marketing und Management • Auslandssemester in London
09/2004 - 07/2007	Muster Marketing GmbH, Berlin Ausbildung zum Bürokaufmann • Tätigkeiten & Fähigkeiten
2004	Max-Muster-Gymnasium in Beispiel Abitur • Leistungsfächer: Mathe und Englisch

Kenntnisse und Interessen

Fremdsprachen	Deutsch (Muttersprache) Englisch (fließend) Spanisch (Grundkenntnisse)
IT-Kenntnisse	MS-Office: sehr gut
Hobbys	Lesen und Sport (Fußball und Jogging)

Berlin, den 15.2.2019
Max Mustermann



Living

Shared flat (Wohngemeinschaft/WG)

- contact to others (students)
- own room but shared facilities
- shared duties
- often use of internet/ phone/ electricity/washing machine are included in rent
- Various rental contracts

Further information: www.justlanded.de

Your own apartment

- contract with the homeowner
- 1st payment = rent + deposit (usually 2-3 monthly rents)
- Kaltmiete = rent exclusive of other costs, like heating
- Warmmiete = rent + advance payments for operating costs
- Arrange contracts with an electricity company etc. on your own, GEZ



How to find accommodation?

- advertisements on the internet, on real estate online portals, in regional newspapers or on bulletin boards e.g. at universities

	Deutsch	English
WG	Wohngemeinschaft	shared apartment
KM	Kaltmiete	cold rent (without heating/operating costs)
NK	Nebenkosten	Additional payments for operating costs
K/Kt	Kaution	deposit
NR	Nichtraucher	non-smokers
EBK	Einbauküche	built-in kitchen
2-Zi.-Whg.	2-Zimmer-Wohnung	2 - room apartment



How to react towards an advertisement?

- ✓ If possible: call and schedule a visit
 - ✓ The first impression is important
 - ✓ Make sure to be very polite and not pushy
 - ✓ Reply asap to their mails or calls, cancel if you can't make it!
 - ✓ Who are you and what are you looking for?
-
- Introduce yourself as an international student
 - Why is this particular room or apartment interesting for you?
 - Do you enjoy cooking / spending time with others casually?



Place your own advertisement

**HEADLINE:**

Malia, 21 years old, female, looking for a WG-room in Stuttgart-Ost. Max. rent 450€ (warm).

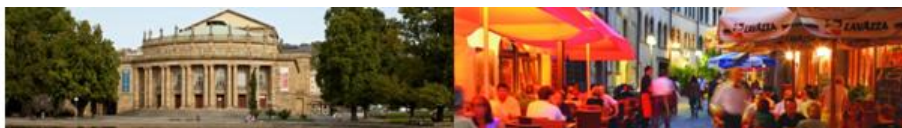
TEXT:

I'm an open minded law student that loves to cook traditional korean dishes, jazz dance and play guitar. I just moved to Stuttgart and am looking for a WG with ...

WG-GESUCHT or **ebay Kleinanzeigen** are portals where you can set up your own ad.
Describe yourself and your interests, but don't publish sensitive data about yourself!



Discover Stuttgart the Region and BW



Cultural activities: Stuttgart Ballet, the State Opera, National Gallery and Museum of Art, numerous theatres, concerts, museums and festivals

Tourism and sightseeing: various sightseeing and free walking tours, christmas markets, 68 castles and palaces, historical monuments such as the Teahouse, Grabkapelle etc.

Sports & relaxation: mineral baths, botanical gardens, wine trails, biking and hiking routes around Stuttgart, Lake Bärensee or Killesberg Park, visit the nearby natural parks: Schönbuch, Black Forest, Swabian Alps, Lake Konstanz...

Further details: [Stuttgart tourist information](#)

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Student Union Stuttgart: Your partner during your studies

Ms. Anita Bauer
Student Union Stuttgart

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**STUDIERENDENWERK
STUTT GART**

YOUR STUDIES, OUR SERVICE

WS 2022/23



**STUDIERENDENWERK
STUTT GART**



- We offer many services for students, like accommodations
- Our task is to make your life during your studies easier
- You can ask us for help in difficult situations
- We supports students in Stuttgart, Ludwigsburg, Esslingen, Göppingen and Horb



STUDENTS ARE THE FOCUS OF OUR ACTIVITIES



31 STUDENT DORMITORIES · 5,600 ROOMS



**STUDIERENDENWERK
STUTTART**

31 STUDENT DORMITORIES · 5,600 ROOMS



**STUDIERENDENWERK
STUTTART**

7 DAY-CARE CENTRES · 145 CHILDREN



children



**STUDIERENDENWERK
STUTT GART**

7 DAY-CARE CENTRES · 145 CHILDREN



**STUDIERENDENWERK
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- part-time job
- Scholarships
- Studierendenwerk loan









- assistance for international students
- ways to finance your studies
- jobs during your studies
- studying with a child
- studying with handicap
- We advise in person, by telephone, via video-chat or online







- tenancy law
- education law
- employment law
- conflicts with contracts, such as for mobile phones and fitness centres
- We advise by telephone







- problems during your studies
- problems with time management or motivation
- problems with your partner or family
- depressive moods or depressions
- restlessness, exhaustion or sleep disorders
- We advice in person or via video-chat. Every Monday: open telephone consultation hour for urgent problems
- All our counselling are free of charge, private and confidential.



9 CANTEENS · 7 CAFETERIAS



**STUDIERENDENWERK
STUTTGART**



- Inexpensive meals every day
- cheapest dish costs 2,99 Euro (vegan)
- You can find more information on our website: www.studierendenwerk-stuttgart.de



... 60,000 STUDENTS FROM 15 UNIVERSITIES



- Hochschule für öffentliche Verwaltung und Finanzen Ludwigsburg
- Akademie für Darstellende Kunst Baden-Württemberg
- Duale Hochschule Baden-Württemberg Stuttgart
- Evangelische Hochschule Ludwigsburg
- Filmakademie Baden-Württemberg Ludwigsburg
- Hochschule der Medien
- Hochschule Esslingen
- Hochschule für Kommunikation und Gestaltung (Kooperation)
- Hochschule für Technik Stuttgart
- media Akademie – Hochschule Stuttgart (Kooperation)
- Merz Akademie Stuttgart
- Pädagogische Hochschule Ludwigsburg
- Staatliche Akademie der Bildenden Künste Stuttgart
- Staatliche Hochschule für Musik und Darstellende Kunst Stuttgart
- Universität Stuttgart



HOW TO STAY INFORMED





Panel discussion

Moderation: Svetlana Acevic

Attendendees: Julia Mesler, Ayush Gupta



Your start in Stuttgart and the region

Thank you for
participating!

We wish you
good luck
for your start!

Download this presentation here: www.stuttgart.de/your-start-in-stuttgart

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