



# PRACTICAL GUIDE

GUIDE FOR INTERNATIONAL  
STUDENTS  
- FIRST STEPS -

## WELCOME AT JGU!

Dear students,

the Welcome Center is looking forward to welcoming you soon in Mainz. We are part of the International Office and your contact point for questions regarding your start at the university.

You probably already have many questions, and we hope to answer some of them with this guide.

We wish you good health and much success with your studies in Mainz.

Your team from the Welcome Department

Dr. Ute Roßmann-Knapp | Snježana Teljega | Manal Al-Towaie | Alice Aliukwu



JOHANNES GUTENBERG  
UNIVERSITÄT MAINZ





Let's get connected!

 / jguinternationalstudents

 / unimainz\_internationalstudents

 / [www.uni-mainz.de/video/JGU\\_welcome](http://www.uni-mainz.de/video/JGU_welcome)

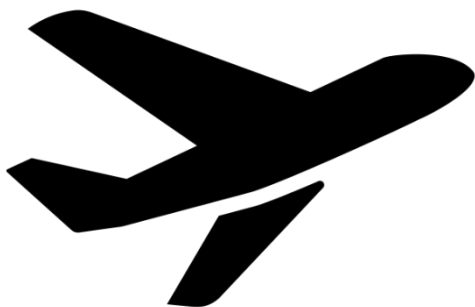
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## TRAVEL TO MAINZ

The following pages will give you an overview on how to travel to Mainz and JGU. For further information please check:

[www.uni-mainz.de/118.php](http://www.uni-mainz.de/118.php)



### TRAVELING FROM THE AIRPORT TO MAINZ CENTRAL STATION (HBF)

There are two airports near Mainz:

#### FRANKFURT INTERNATIONAL AIRPORT (30 MIN. AWAY)

From “Frankfurt Flughafen **Fernbahnhof**” (the long distance train station) you are able to take the train to “Mainz Hauptbahnhof” (Mainz central station). The tickets for the Eurocity (EC), Intercity (IC) and Intercity Express (ICE) trains cost about 14 euros and the travel time is about 20 minutes.

From “Frankfurt Flughafen **Regionalbahnhof**”, the regional train station, the tickets for the S-Bahn 8, Regional Railway (RB) and Regional Express (RE), tickets cost around 4.90 EUR, travel time is around 30 minutes.

You can find the train schedule under:

[www.bahn.de/p/view/index.shtml](http://www.bahn.de/p/view/index.shtml)

#### FRANKFURT HAHN AIRPORT (HUNSRÜCK REGION, 90 MIN. AWAY)

From there, the "Flibco" bus travels to Mainz Central Station. The bus leaves every three hours from Terminal 3. Tickets cost about 12 euros and the journey takes about 90 minutes.


The timetable:

[www.bohr.de/en/scheduled-services/busline-hahn-mainz](http://www.bohr.de/en/scheduled-services/busline-hahn-mainz)

You can book the tickets here:

[www.flibco.com](http://www.flibco.com)

### TRAVELING FROM MAINZ CENTRAL STATION TO THE CAMPUS

Several tram and bus lines travel from Mainz Central Station to the campus. There are different stops due to the large scale of the university campus. We would recommend taking the tram lines 51, 53, 59 or the bus 57, because they stop directly at the main entrance of the campus. You can see all stops on campus on the campus map marked with this image: 



For timetables of the buses, trams and trains within and to Mainz, use the following apps or websites:

MVG – Mainzer Mobilität (just the city): [www.mainzer-mobilitaet.de/](http://www.mainzer-mobilitaet.de/)

RMV – Rhein-Main-Verkehrsverband (for the city & surrounding area): [www.rmv.de/c/de/start](http://www.rmv.de/c/de/start)

### CYCLING IN MAINZ

You want to buy a bike? Look on portals such as “ebay-Kleinanzeigen”, on the bulletin boards or at the Unibike Shop.



### RENTAL BIKES

Once you have settled in, you can explore the campus and the city by bike. You can register online and use the Mainz city bikes.

You can find more information about registration and the bike stations at: [www.mainzer-mobilitaet.de/meinrad/anmeldung](http://www.mainzer-mobilitaet.de/meinrad/anmeldung)

You can see all rental bike stations on campus on the campus map.

You can also rent a bike from SWAPFIETS. They offer you a bike for a fixed monthly price and students also get a discount. If something breaks, they will also repair the bike free of charge. You can cancel the subscription monthly.

You can find more information at: <https://swapfiets.de/en/>

### DORMITORIES OF THE „STUDIERENDENWERK MAINZ“



Under the following link you will find an overview of all dormitories of the “Studierendenwerk Mainz”. Click on your dormitory to find out how to get there (directions):  
[www.studierendenwerk-mainz.de/en/wohnen/dormitories](http://www.studierendenwerk-mainz.de/en/wohnen/dormitories)

#### FURNITURE:

Each room is equipped with furniture (closet, bed, chair, table and office chair).

Please note that the following is NOT included:

- Bed linen (blanket, pillow, sheets) & towels
- Dishes, Cookware & Cutlery

If you don't want to bring everything with you, you can order a basic pack for a fee that includes the items listed.

Further Information:  
[www.studierendenwerk-mainz.de/en/internationales/housing-international/basic-room-equipment](http://www.studierendenwerk-mainz.de/en/internationales/housing-international/basic-room-equipment)

#### MOVING IN

From 01.04. (summer semester) or 01.10. (winter semester) you can move into your room in the dormitory.





## ACCOMODATION

### DEPOSIT

As soon as you move in, you have to pay a deposit (= two months rent), which you will get back in full when you move out, as long as your room is in good condition.

### RENT

Transfer the rent to the “Studierendenwerk” in advance. You will receive information about the payment and the account details from the “Studierendenwerk”.

### PRIVATE ACCOMMODATION

Visit the following websites if you are looking for a private accomodation:

[WG-Gesucht.de](http://WG-Gesucht.de)

[Mitwohnzentrale.de](http://Mitwohnzentrale.de)

[Wohnungsboerse.de](http://Wohnungsboerse.de)

Facebook-Groups

### STUDENT SERVICE CENTER

The Student Services pools the information and counseling services offered by the **Student Secretariat**, the **Central Student Counseling Office**, and the **International Office**.

If you need general, non-subject specific information about your studies - for example, about changing subjects, leave of absence or exmatriculation - please contact us by phone or e-mail.

#### Student Services

Tele: + 49 6131 39 22122 (Mon-Fri 10-12 Uhr, Mon-Thu 13-15 Uhr)

Email: [studsek@uni-mainz.de](mailto:studsek@uni-mainz.de)

[www.studium.uni-mainz.de/service/](http://www.studium.uni-mainz.de/service/)

### INTERNATIONAL OFFICE

The International Office is the first and central point of contact for all international students.

Here you find the contact person for general information on **residence and employment law**. They will also help you if the foreigners' authority questions the progress of your studies. You can reach them under: [service@international.uni-mainz.de](mailto:service@international.uni-mainz.de)

### PRESIDENT'S REPRESENTATIVE FOR INTERNATIONAL STUDENTS

Prof. Dr. Goldt, the honorary representative of the President for international students, offers his help if organizational or personal problems arise in your studies, if you need support in contacting authorities such as the Foreigners' Registration Office, if you want to change subject, or if you are

confronted with problems in your course of studies.

#### Contact Information:

<https://www.international.uni-mainz.de/beauftragter-des-praesidenten-fuer-die-auslaendischen-studierenden/>

## GUIDELINES

### PAYING THE SEMESTER FEE

#### VIA BANK TRANSFER



In order to enroll at JGU, you must pay the semester fee.

You do this by transferring the semester fee to the following bank account:

Recipient: Landeshochschulkasse Mainz

IBAN: DE46 5500 0000 0055 0015 21

BIC: MARKDEF1550

Reason for payment: IBW Applicant number last Name, first name

Amount: <https://www.studium.uni-mainz.de/rueckmeldung/>

You will find your applicant number in your letter of admission.

If you transfer from a country outside the EU, please make sure that you transfer the amount PLUS the transfer fee.

If in doubt, rather a little too much.

### ENROLLMENT AT THE JGU

Due to the Corona pandemic, enrollment will probably take place via mail this year. For your enrollment you need your letter of admission. You can find it in JOGU-StiNe under “My Documents”.

In order to be able to register for courses, you have to enroll in time. It is best to send your documents by registered mail so that you have a record of when the documents were received by the Admissions Office. Please send your documents to:

**Johannes Gutenberg-Universität Mainz**

**Studierendenservice - Zulassung International**

**D-55099 Mainz**

The following documents must be submitted:

- Completed application for enrollment
- Proof of health insurance
- Proof of payment of the semester fee
- passport photo
- Non-EU: Copy of your passport with visa/  
EU: Copy of your identity card/ID-card

Note:

If you do not have a visa yet, you can also enroll without one. But you will have to submit it later.

### REMATRICULATION

For subsequent semesters, please do not forget to rematriculate by transferring the semester fee again in time.

#### Bank details

Receipt: Landeshochschulkasse Mainz

IBAN: DE46 5500 0000 0055 0015 21

BIC: MARKDEF1550

Reason for payment: matriculation number, name (e.g. 1234567 First and Last Name)

Amount: <https://www.studium.uni-mainz.de/rueckmeldung/>

#### Deadlines

Rematriculation for the summer semester: 15.01. and for the winter semester: 15.07.

The rematriculation **and** the registration for the courses are both **subject to deadlines**.



### HEALTH INSURANCE

In order to enroll at JGU, you need to have a valid health insurance.

There may also be the possibility to be exempted from the insurance obligation.

However, you should carefully check which risks / treatments are covered by your insurance in your home country, so that you do not incur costs that you will not be able to pay.

**!! You make this decision for **the entire duration of your studies** !!**

### EU-CITIZENS:

If you're from a country of the EU, the European Health Insurance Card (EHIC) is normally sufficient as health insurance for you according to legal conditions. I.e. you can be exempted from compulsory insurance in Germany with an exemption certificate from a German health insurance company.

A private insurance must cover ambulatory, stationary and dental treatment and the exact insurance benefits must be identifiable, e.g. duration of validity, scope of validity and financial amount of the insurance coverage.

If one of the three areas (ambulatory, stationary and dental) is not covered, you will not be issued an exemption from compulsory insurance and you will then have to get a German health insurance.

### CONTACT INFORMATION OF PUBLIC HEALTH INSURERS IN MAINZ

You can contact the following health insurance companies for an exemption certificate or health insurance.

You can contact any public health insurance company. TK and AOK also have an office on campus.

#### **Techniker (TK)**

Contact: Ms de Marées

E-Mail: [annelie.de.marees@tk.de](mailto:annelie.de.marees@tk.de)

Contact: Ms Hesper

E-Mail: [jenny.hesper@tk.de](mailto:jenny.hesper@tk.de)

Tel.: 0800/2858585

#### **Barmer**

E-Mail: [service@barmer.de](mailto:service@barmer.de)

Tel.: 0800/333004405900

#### **DAK-Gesundheit**

E-Mail: [service755700@dak.de](mailto:service755700@dak.de)

Tel.: 06131/629960

#### **IKK Südwest**

Contact: Mr Behrendt

E-Mail: [michael.behrendt@ikk-sw.de](mailto:michael.behrendt@ikk-sw.de)

Contact: Ms Schmitt

E-Mail: [sabine.schmitt@ikk-sw.de](mailto:sabine.schmitt@ikk-sw.de)

Tel.: 06131/4953000

#### **AOK**

Contact: Ms Petrou

E-Mail: [georgia.petrou@rps.aok.de](mailto:georgia.petrou@rps.aok.de)

Tel.: 06131/501834482

#### **BKK24**

Contact: Mr Emde

E-Mail: [mainz@bkk24.de](mailto:mainz@bkk24.de)

Tel.: 06131/665176

#### **vivida bkk**

E-Mail: [info@vividabkk.de](mailto:info@vividabkk.de)

Tel.: 0800/375537555

#### **KKH Kaufmännische Krankenkasse**

E-Mail: [service@kkh.de](mailto:service@kkh.de)

Tel.: 06131/96330

#### **VIACTIV Krankenkasse**

E-Mail: [service@viactiv.de](mailto:service@viactiv.de)

Tel.: 0800/2221211



## GUIDELINES

### STUDENT CARD - SEMESTER TICKET

### FREE USE OF PUBLIC TRANSPORTATION & FREE ADMITTANCE TO THE MAINZ STATE THEATER

As soon as you are enrolled, you will receive your student ID, which is also your semester ticket!

With the semester ticket you can use public transportation free of charge - buses, trams, subways and trains (except IC, EC and ICE).

The Semesterticket is valid in the areas of the "Mainzer Verkehrsgesellschaft" (MVG), the "Rhein-Main-Verkehrsverbund" (RMV) and the "Rhein-Nahe-Verkehrsverbund" (RNN). This is a large area (see green marked area).

Don't miss the opportunity to use your ticket for private trips as well

See also: [www.studium.uni-mainz.de/semesterticket/](http://www.studium.uni-mainz.de/semesterticket/)



### LORELEY, DARMSTADT, FELSENMEER...

You can find ideas for excursions with your semester ticket under:  
<https://www.campus-mainz.net/newsdetails/news/artikelreihe-mit-dem-semesterticket-nach/>

### RANGE OF YOUR SEMESTER TICKET

## GUIDELINES

You can also attend performances at **the State Theater** for **free** with your student ID!



**PLEASE NOTE:**

The semester ticket is only valid in combination with a valid photo ID (passport or ID card)!

The semester ticket must not be laminated or sealed in foil.

## GUIDELINES

### ACTIVATE THE STUDENT ACCOUNT

As soon as you are enrolled, you will receive the login data for your student account. With your username and password, you can log in to use any computer on campus, use your own e-mail account, all printers and scanners on campus, and log into JOGU-StINE. You can also use the WiFi on campus and in the dormitories.

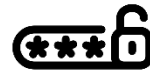
To activate your account, open the following link: [account.uni-mainz.de/Passwort/Activateaccount](https://account.uni-mainz.de/Passwort/Activateaccount)

**Step 1:** enter your matriculation number.

**Step 2:** enter your PUK (You will receive this by the enrollment).

**Step 3:** create your password.

### RULES FOR YOUR PASSWORD:



at least 8 characters that include:

- ✓ capital letters (A...Z),
- ✓ small letters (a...z),
- ✓ digits (0...9),
- ✓ and symbols (!"#\$%&/()=?)

Please avoid:

- ✓ Characters that are not available on all keyboards, for example: \$, Ä, ö, ü, Ö, Ü
- ✓ Dictionary words
- ✓ Parts of your first or last name.

Please write down your password or take a photo of it. If you should forget it anyway, you can change it under:

<https://account.uni-mainz.de/Passwort>

### ENROLLMENT AND EXMATRICULATION CERTIFICATE



You can print out your certificate of enrollment or exmatriculation **yourself**:

Go to JOGU-StINe [jogustine.uni-mainz.de](http://jogustine.uni-mainz.de) and click on "**Service**" - "**My Documents**" and download the certificate.

**Note:** Download the documents from the university portal (JOGU-StINe) and save them so that you can access them permanently. Access to JOGU-StINe is limited to the duration of your enrollment and will be deleted at the end of the semester. Your enrollment documents will only be issued in electronic form on JOGU-StINe. They **will not be sent by e-mai**.

Please check your student mail regularly (...@students.uni-mainz.de). Most offices use **ONLY** this mail address!

You can also set up an automatic forwarding. You can find out how to do this at: [www.zdv.uni-mainz.de/mailweiterleitung/](http://www.zdv.uni-mainz.de/mailweiterleitung/)

# GUIDELINES

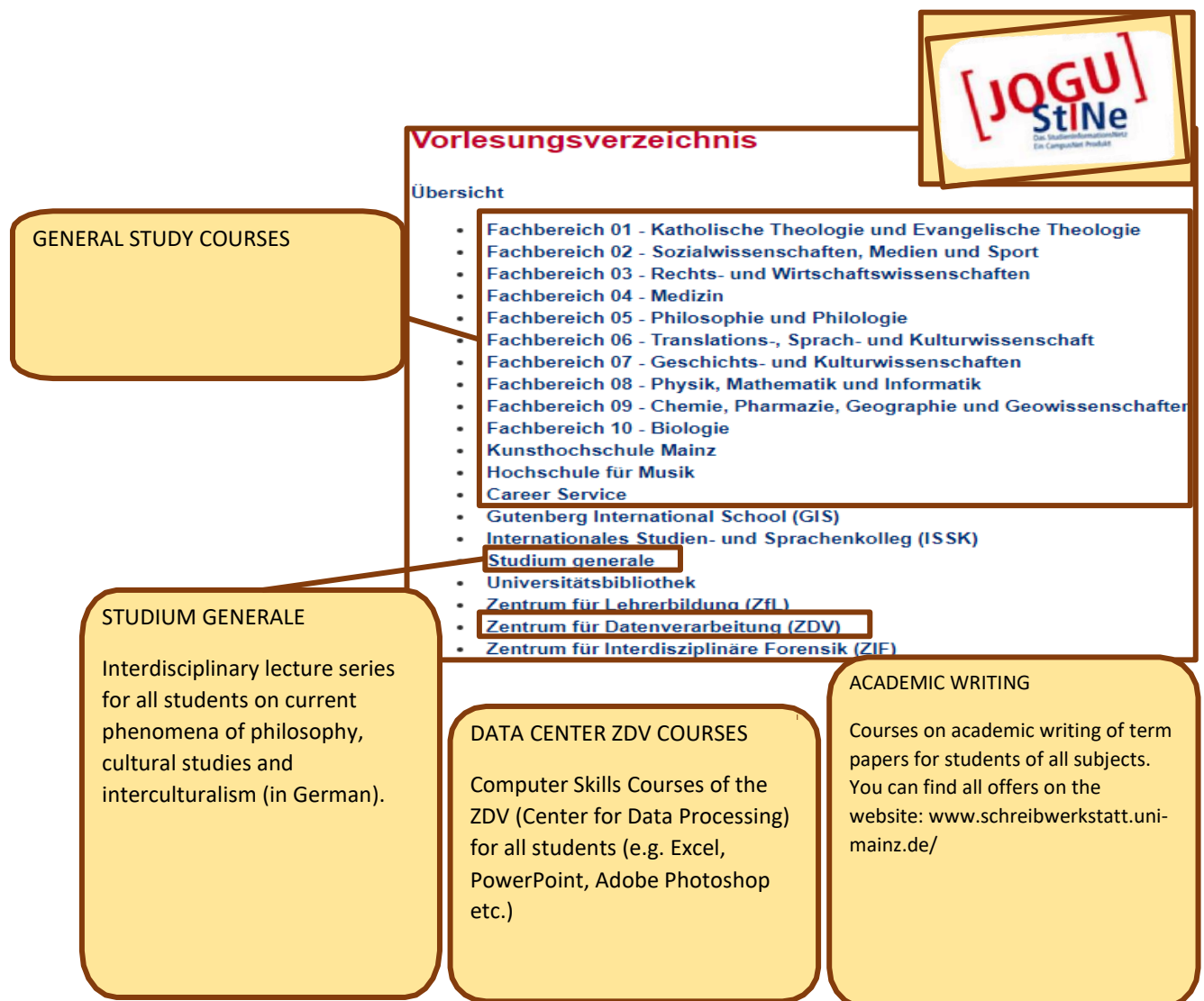
## COURSE REGISTRATION

### GENERAL COURSE CATALOGUE OF JGU

You already know the central study portal of JGU "JOGU-StiNe" from your application. There you will also find the entire course catalog with (almost) all courses offered by the various subjects, departments and other institutions.

You can view the course catalog WITHOUT logging in!

[jogustine.uni-mainz.de](http://jogustine.uni-mainz.de)



## GUIDELINES

At the Johannes Gutenberg University, all students must register for their courses online via JOGU-StINE.

**BEFORE REGISTRATION** you should:

a) Have activated your ZDV-account with the ZDV-username and the separately sent PUK.

b) Already know which courses you have to take in the respective semester. The module handbook, from which you can get this information, can be found on the websites of the departments/study offices. (Or search for it with a search engine "e.g. Uni Mainz Modulhandbuch Biologie")

c) Consider the deadlines for course registration. They are regulated uniformly throughout the university. Different registration deadlines only apply to courses and subjects at the University Medical Center and the Gernersheim campus. Please check the exact dates:

<https://info.jogustine.en.uni-mainz.de/registration-periods/course-registration-periods/>

### PLEASE NOTE

First-year medical/dental students are automatically registered for first-semester courses.

### HOW TO REGISTER

- a) Log in to JOGU-StINE with your ZDV-account.
- b) Go to Studies (top)> Modules-/Courses (left column)> Registration> Module/Course registration.
- c) The choice of the courses for the corresponding semester and subject will be shown to you. If you do not find a course, you can search for it in the course catalog.
- d) Choose the course for which you want to register and click on "Register".
- e) In some study programs (university medicine), registration for the course implicitly includes registration for the examination associated with the course (entry of a TAN required).

### WHO CAN HELP ME IF QUESTIONS ARISE?

#### THE STUDY ADVISORS

...can answer all your subject-specific questions

...advise you on the choice of courses

<https://www.studium.uni-mainz.de/studienfachberatung/>

## GUIDELINES

### REGISTRATION AT THE “BÜRGERSERVICE” (=CITIZEN SERVICES) MAINZ

In Germany you have to register your place of residence. You have to make an appointment with the citizen service office yourself. The next page will explain how to do this.

If you live in another city, you have to go to the citizen service office there and register. At the end of your stay in Germany you have to deregister again.

**You have to register yourself at the citizen services within 14 days after your arrival.**

You will need the following information when you register in Mainz:

Nachname/ Last name

---

Geburtsname/ Birth name

---

Vorname/ First name

---

Geburtsort/ Place of birth

---

Staatsangehörigkeit/ Nationality

---

Familienstand (ledig/ verheiratet) /  
Civil status (single/ married)

---

Religionszugehörigkeit/ Religion

---

Bisherige Wohnung im Ausland  
(Stadt, Land)/

Previous location abroad (City  
Country)

**FOR THE REGISTRATION IN THE CITY  
OF MAINZ YOU HAVE TO BRING THE  
FOLLOWING WITH YOU:**

- Confirmation of accommodation:  
You will receive this either from the Studierendenwerk Mainz (if you live there) or from your private landlord.
- Passport/Personal ID



### AT THE CITIZEN SERVICES MAINZ

#### MAKING AN APPOINTMENT ONLINE

You can make an appointment at the following link:

<https://www.mainz.de/verwaltung-und-politik/buergerservice-online/buergeramt-online-terminvereinbarung.php>

**STEP 1:** Confirm the privacy policy.

**STEP 2:** Click on “Bürgerservice”.

**STEP 3:** Choose “Anmeldung eines Wohnsitzes in Mainz, Unionsbürger und Ausländer”.

**STEP 4:** Optional download of the confirmation form „Wohnungsgeberbestätigung“. Download this only if you live in a private apartment and not at the Studierendenwerk.

**STEP 5:** Choose a suitable time.

grau = free time slot

rot = not available

grün = your choice

**STEP 6:** Enter your personal data.

**STEP 7:** Choose „Termin reservieren“.

**STEP 8:** Check your e-mails and confirm the link - only then they will get your request.

**SCHRITT 9:** Your request will be reviewed and you will receive a second email with the final confirmation and information.

#### ADDRESS

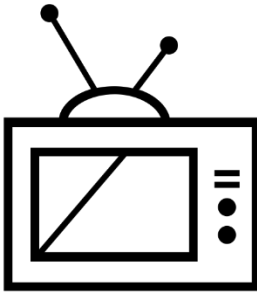
Bürgeramt: Abteilung  
Bürgerservice, Stadthaus, Lauteren-  
Flügel, Eingang Kaiserstraße 3-5,  
55116 Mainz

Bus & tram stop: Mainz central  
station: all buses except 28, 33 and  
70

#### REGISTRATION AT THE PUBLIC BROADCASTING SERVICE

## GUIDELINES

As soon as you have registered at the Citizen Services, you must register for the broadcasting service fee, which finances the public media service.



You can register here:

[www.rundfunkbeitrag.de/buergerinnen\\_und\\_buerger/formulare/index\\_ger.html](http://www.rundfunkbeitrag.de/buergerinnen_und_buerger/formulare/index_ger.html)

**STEP 1:** Choose under “Wohnung anmelden“ the option “Online ausfüllen”.

**STEP 2:** Enter your data.

### **ONE DWELLING= ONE FEE**

If you live in a shared apartment, you should, when answering the question "You are already registered with an apartment?" first check if someone already pays the fee. Each household has to pay only once (not per person, but per apartment).

**STEP 3:** Enter the data of your room or apartment.

**STEP 4:** Choose your payment frequency and method.

**STEP 5:** Check your data. If you want to correct something, click on "Korrigieren". If everything is ok, click on "Anmelden".

### INFORMATION FOR STUDENTS (ENGLISH):

[www.rundfunkbeitrag.de/welcome/englisch/index\\_ger.html](http://www.rundfunkbeitrag.de/welcome/englisch/index_ger.html)

#### **PLEASE NOTE:**

After your online registration you will receive a confirmation. As soon as the payment is due, you will receive a notification by mail from the "Rundfunkbeitragservice" with information about the payment and the recipient account (IBAN and amount).

#### **BUT I DO NOT HAVE A TV!**

Payment is mandatory regardless of whether you have a TV or a radio, as all programs are also available online.

## GUIDELINES

### THE STUDICARD

With the StudiCard you can make cashless payments in the **refectories and cafeterias**, use **printers and copiers** on campus and **washing machines and dryers** in the dormitories.

### HOW TO GET ONE

You can get the StudiCard for **5 euros** at the:

Info-Point (Studihaus, Staudingerweg 21, entrance F), printer room in the Central Library and in all cafeterias on campus.

Only if you have received the StudiCard as a keycard for your dormitory, you do not have to buy it.



### CHARGE CARD

Your StudiCard can be topped up automatically via your German bank account (Autoload). To do this, you need to give your bank account details to the staff at the Info-Point. For more info:

[www.studierendenwerk-mainz.de/essentrinken/autoload/](http://www.studierendenwerk-mainz.de/essentrinken/autoload/).

You can also use the "Card machine". You can find these in the refectories and cafeterias.

#### PLEASE NOTE:

There are **two** different accounts on your StudiCard.

- a) General account, which contains the money you load on your card with the card machine and which you use to pay in the cafeteria.
- b) Printing account, which allows you to use the printers on campus. To load money to your printing account, you must have enough money in your general account. Then you need to go to a service terminal and select "Add money" (more details follow).

## PRINTING

In most libraries or in the computer pool of the ZDV (Center for Data Processing) you can print and scan. For this you need your StudiCard.

You can find detailed instructions here: [www.en-zdv.uni-mainz.de/operating-instructions-for-service-terminals/](http://www.en-zdv.uni-mainz.de/operating-instructions-for-service-terminals/)

**STEP 1:** Find a service terminal (computer) - for example, at the University Library (UB).

Other locations: [www.en-zdv.uni-mainz.de/service-terminal-locations/](http://www.en-zdv.uni-mainz.de/service-terminal-locations/)

A service terminal (computer screen) looks like this:



## STEP 2: ASSIGNING YOUR STUDICARD

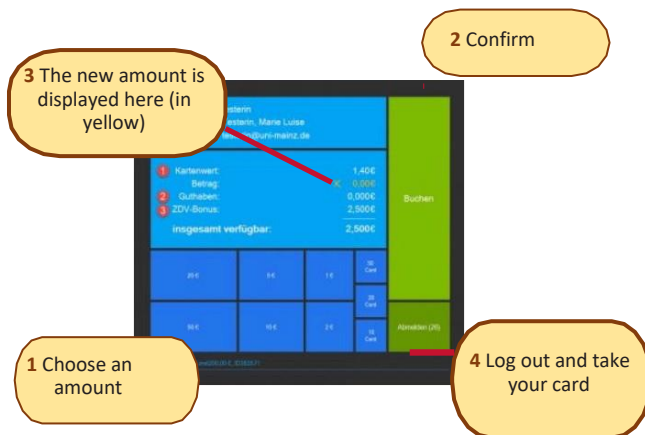
- Click on „Karte zuordnen“ (= assign card)
- Login with your student account (you received the login data when you enrolled)
- Change your PIN (only numbers, at least 4)

## STEP 3: CHARGE MONEY TO THE PRINT ACCOUNT OF YOUR STUDICARD

First, check if you have enough money in your general account. If this is the case, proceed as follows:

- Select „Druckguthaben aufbuchen“ (=Add print credit) at the service terminal“
- Hold your card at the scanner (black and blue)
- Enter the PIN
- Hold your card at the scanner (light blue/grey).
- Follow the instructions 1-4:

## GUIDELINES



**Bonus of ZDV:** You will get 1,50 Euro on your print account every semester as a gift.

### STEP 4:

To scan, hold the StudiCard to the card reader of a printer and enter the PIN.

To print, first send the print orders from the computer to `\\jgu-ps1.zdv.net\drucken` or upload the files online at `//drucken.zdv.net`.

After that, hold the StudiCard to the card reader of a printer and enter the PIN and you can select and approve the print orders.



### FINDING LITERATURE IN LIBRARIES AND THE ONLINE CATALOG

There are several libraries on the campus. Except the libraries of the departments of medicine and psychology, all libraries are on campus.

Here is an overview of all libraries and their addresses:

[www.ub.uni-mainz.de/bibliotheken/](http://www.ub.uni-mainz.de/bibliotheken/)

In the online catalog ("Rechercheportal") you can view the entire range of literature and find out where to find the books:

[hds.hebis.de/ubmz/index.php](http://hds.hebis.de/ubmz/index.php)

In most libraries you find also computer pools where you can scan and print.

### GETTING A LIBRARY CARD

To borrow books, you need a library card. You can get it at the desk at the University Library (UB) or request one online and use it via the JGU app. Further information:

[www.ub.uni-mainz.de/de/bibliotheksausweis-beantragen](http://www.ub.uni-mainz.de/de/bibliotheksausweis-beantragen)

### BORROWING AND RETURNING BOOKS

**Please note:** In most libraries it is not allowed to take books out for an extended period of time. You can mostly borrow them for only one night or over the weekend.

**Exception:** Central Library (=Universitätsbibliothek (UB)); there you can borrow books for up to four weeks.

To do that, you can use the scanners at the entrance of the Textbook Collection (=Lehrbuch-versammlung). Scan the library card and the book and enter the PIN of your library card (your date of birth in the format DDMMYY).

## GUIDELINES

### EMERGENCY...

The most important number in an emergency is 112. You can reach the police, ambulance and fire department free of charge at anytime and anywhere in Germany and throughout Europe calling this number.



Other important addresses and telephone numbers for emergencies in and around Mainz:

Emergency service /	Tel.: 19 222
Ambulance transport/ Emergency doctor	
Police	Tel.: 110
Switchboard University Hospital Mainz	06131-17-0
Poison emergency	06131 – 19240 or 0700/44384636
Hospitals in Mainz and Rhineland-Palatinate	<a href="http://gesundheitsseiten.de/notdienst_krankenh aus.php">http://gesundheitsseiten.de/notdienst_krankenh aus.php</a>
Pharmacy emergency service	<a href="https://gesundheitsseiten.de/notdienst_apothek e.php">https://gesundheitsseiten.de/notdienst_apothek e.php</a>
	Rhineland-Palatinate: 0800 - 228 228 0 (free service number!)
	<a href="http://www.lak-rlp.de/startseite/">http://www.lak-rlp.de/startseite/</a>
On-call service center	An der Goldgrube 11, 55131 Mainz
Mainz St. Vincenz hospital	Tel.: 116 117
	Weekend: Fri 16h - Mon 7h
	Workdays: 19h - 7h / Wed 14h – Thu 7h
	<a href="http://gesundheitsseiten.de/notdienst_arzt.php">http://gesundheitsseiten.de/notdienst_arzt.php</a>
Emergency Dental Services	Tel. 01805 / 66 61 60
Mainz City	Weekends & holidays, days before and after weekends (Mon/ Fri) & between the years



## GUIDELINES

[http://gesundheitsseiten.de/notdienst\\_zahnarzt.php](http://gesundheitsseiten.de/notdienst_zahnarzt.php)

Practicing doctors according to language skills in Mainz

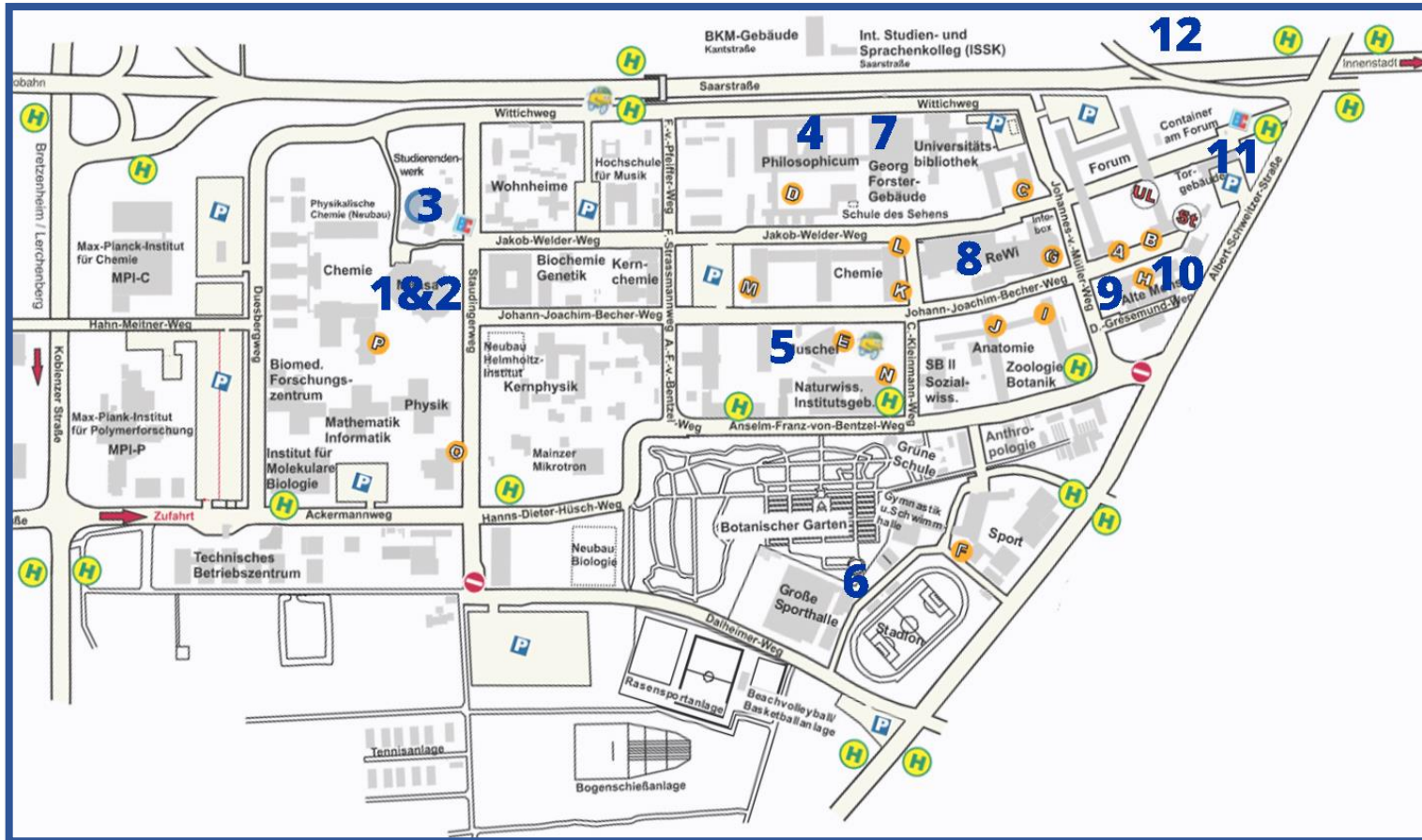
<https://www.mainz.de/leben-und-arbeit/migration-und-integration/sprachkenntnisse-in-arztpraxen.php>

Of course, we hope that you never need these emergency services during your stay in Mainz, but it is always good to know where to get help if an emergency really occurs. Of course, you can always contact us in case of an emergency, no matter what it is (accident, violence or theft) - we are happy to help you and are there for you! Phone: +49 6131 39-22122 or [service@international.uni-mainz.de](mailto:service@international.uni-mainz.de)

# LIFE ON CAMPUS

## FOOD

You have plenty of options to replenish your energy before your next lecture. Here is a culinary overview of the campus. You can find the dining plan and the up-to-date opening hours under: [www.campus-mainz.net/essen/](http://www.campus-mainz.net/essen/)



### 1 CENTRAL CANTEEN

Staudingerweg 15

Offers hot meals at four different counters, with vegetarian and vegan options. You can only pay with the StudiCard!

### 2 MENS@RIA

Staudingerweg 15

Offers snacks, hot meals and drinks.

Mon- Thu 8am– 6pm & Fri 8am– 5pm

### 3 ESSBAR

Staudingerweg 21

Offers pizza, kebab, sandwiches, burger, pan cake und pastries.

Mon-Fri 10:30am- 7pm & Sat 11am- 05:30pm

### 4 INSGRÜNE – CAFFEE BAR IN PHILO

Jakob-Welder-Weg 18, Philosophicum

Offers snacks such as bagels, pastries, smoothies and coffee.

### 5 DIWAN

Johann-Joachim-Becher-Weg 23a

Arabic cuisine - offers kebabs, falafel, pizza, pasta & rice dishes.

Mon- Fri 11:30 am – 08 pm

[www.diwan-mainz.de/](http://www.diwan-mainz.de/)

### 6 BASE LOUNGE & BAR

Dalheimer Weg 2

Offers breakfast, waffles, snacks, burgers and more.

Mon-Fri from 10am

<https://www.base-lounge.com/speisekarte/>

### 7 MENSA GEORG FORSTER

Jakob-Welder-Weg 12, Georg Forster-Building

Offers hot meals (with meat and vegetarian), sandwiches, pastries, salad, sweets and coffee.

Mon-Fri 10am – 7pm

### 8 CAFÉ REWI

Jakob-Welder-Weg 9, ReWi Building

Offers two meals (with meat and vegetarian), stews, sandwiches, salads, sweets and coffee. The highlight: the cereal bar for an energetic start to the morning!

### 9 KULTURCAFÉ/Q-KAFF

Johann-Joachim-Becher-Weg 5

Offers hot meals, sandwiches, snacks, pastries and coffee.

Mon-Fri from 9:30am

That's not everything! In the evening, the Kulturcafé/Q-Kaff becomes an event location!

[www.kulturcafe-mainz.de/veranstaltungen/](http://www.kulturcafe-mainz.de/veranstaltungen/)

### 10 BARON

Johann-Joachim-Becher-Weg 3

Offers hot meals.

The Baron is a little more expensive.

Mon-Fri 9am– 10pm & Sat 12– 10pm

[www.baron-mainz.de/veranstaltungen/](http://www.baron-mainz.de/veranstaltungen/)

### 11 WERNER'S BACKSTUBE/UNIKAT

Jakob-Welder-Weg 1

The bakery offers sandwiches, pastries and coffee.

Mon-Thu 7am – 6pm

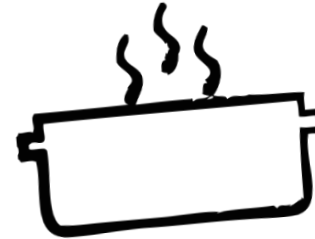
Sat 8 am - 3pm

### 12 KHG MENSA

Saarstraße 20

Offers two meals (with meat and vegetarian)

Mon-Fri 11:30 – 2pm



### ORIENTATION AND USEFUL ADDRESSES

#### 1- STUDIERENDENWERK MAINZ

Studierendenwerk Mainz supports students in social, cultural and financial matters.

It helps international students find accommodation before their arrival, coordinates programs and organizes events and parties together with student volunteers. Here you can pay your rent and get answers to all your housing questions.

Studierendenhaus, SB II,

Colonel-Kleinmann-Weg 2

<https://www.studierendenwerk-mainz.de/internationales>

[international@studierendenwerk-mainz.de](mailto:international@studierendenwerk-mainz.de)

#### 2- ALLGEMEINER STUDIERENDENAUS-SCHUSS (ASTA) –

##### TEXT CAFÉ & LEGAL CONSULATION

The AStA (General Student Committee) covers several working areas, one of them is for international students. This offers support in the process of integration on campus and in Mainz through cultural events, workshops and seminars. One of these events is the TextCafé, where you can get help with writing academic texts in German. In addition, socially disadvantaged students can get support and

international students can get legal consulting at the Asta.

Studierendenhaus, Staudingerweg 21  
Textcafé

[www.writingcenter.uni-mainz.de](http://www.writingcenter.uni-mainz.de)

Legal consultation for international Students

[www.blogs.uni-mainz.de/asta/ab-ref/auslaenderinnen/](http://www.blogs.uni-mainz.de/asta/ab-ref/auslaenderinnen/)

### **3- FEDERAL EMPLOYMENT AGENCY MAINZ- “BLEIB!” (=STAY)!**

Are you thinking about staying and working in Germany? The Mainz Employment Agency can help you with your applications for internships and jobs in Germany. Consultation, preparation and correction of application documents and workshops and trainings for international students and graduates are offered in German and English and are free of charge.

Studihaus, Staudingerweg 21, Entrance F

[www.arbeitsagentur.de/mainz/akademiker-und-studierende](http://www.arbeitsagentur.de/mainz/akademiker-und-studierende)

mainz.271-  
[akademiker@arbeitsagentur.de](mailto:akademiker@arbeitsagentur.de)

### **4- PSYCHOTHERAPEUTIC COUNSELING CENTER (PBS)- ME@JGU**

The Psychotherapeutic Counseling Center (PBS) at JGU offers professional help for problems that may arise during your stay at the university. If you have personal problems or difficulties with your studies (e.g. because of exam anxiety) or simply need someone to listen to you, then contact the PBS. The PBS offers counseling and some seminars also in English. It also offers courses on topics such as test anxiety, writing blocks and stress management.

If you just need tips or info, you can log in to **me@JGU**, the online portal for promoting mental health among JGU students. This website includes exercises on audios, videos and podcasts: [www.me-at-jgu.de](http://www.me-at-jgu.de)

Hegelstraße 61, 5th floor  
[www.pbs.uni-mainz.de/](http://www.pbs.uni-mainz.de/)

Phone number: 06131-39 22312  
[pbs@uni-mainz.de](mailto:pbs@uni-mainz.de)

To make an appointment, you can visit the PBS or call during the office hours: Mon - Fri 9am- 12pm and Mon, Tue and Thu 1:30pm- 3:30pm.

### **5- SERVICE POINT FOR BARRIER-FREE STUDY (SBS)**

You have a disability, are chronically ill or have a mental illness? The service center supports and advises you with personal problems, problems in your studies, legal issues, organization and financing. Forum 1, Room 02-101

Office hours: Mon– Thu 10am- 2pm, Fri 10am-12pm and by agreement.

[www.accessible.uni-mainz.de](http://www.accessible.uni-mainz.de)

[barrierefrei@uni-mainz.de](mailto:barrierefrei@uni-mainz.de)

### **6- INTERNATIONAL STUDY AND LANGUAGE COLLEGE (ISSK)**

You want to learn German or another foreign language? The “ISSK” offers foreign language lessons and German courses at many different levels.

More information:

<https://issk-en.uni-mainz.de>

Binger Straße 14-16

### **BUILDINGS & LIBRARIES**

#### **1- UB- UNIVERSITY LIBRARY**

The University Library (UB) consists of the Central Library, eight departmental libraries and the Central Archive.

Jakob-Welder-Weg 6

[www.ub.uni-mainz.de](http://www.ub.uni-mainz.de)

Opening hours: Mon- Fri 8am – Midnight

Sat and Son 10 – Midnight

#### **2- REWI (LAW & ECONOMY)**

In the so-called “ReWi” building you can find the departments of law and economics. The lecture hall, RW1, is the largest on campus with almost 1000 seats. The library of the department is also located here.

Jakob-Welder-Weg 9

Opening Library: Mon- Sat 8am- Midnight and Son 10– Midnight

Information desk Mo – Fr 8am bis Midnight

The library is closed on public holidays.

### 3- GEORG FORSTER-BUILDING (GFG)

The Education, Political Science, Journalism and Sociology Institutes are located in the “GFG”. Several departmental libraries and the USA library are also located there.

Jakob-Welder-Weg 16

[www.ub.uni-mainz.de/bereichsbibliothek-georg-forster-gebaeude/](http://www.ub.uni-mainz.de/bereichsbibliothek-georg-forster-gebaeude/)

Opening hours: Mon– Fri 8am– Midnight  
Sat and Son 10am– Midnight

Information desk: Mon– Fri 9am– 5pm.

The library is closed on public holidays.

### 4- PHILOSOPHICUM

There are 15 different libraries in the „Philosophicum“ to cover the broad spectrum of study fields offered by the different departments in this building. The names of the lecture halls and seminar rooms in this building always start with a “P” for “Philosophicum” and P1 is one of JGU’s biggest lecture halls. It is also used for theatrical performances presented by students.

Jakob-Welder-Weg 18

[www.ub.uni-mainz.de/bereichsbibliothek-philosophicum/](http://www.ub.uni-mainz.de/bereichsbibliothek-philosophicum/)

Opening hours: Mon– Fri 8am– 10pm  
Sat and Son 10am– 10pm

The library is closed on public holidays.



### 5- SCHOOL OF MUSIC (HFM)

The only music school in Rhineland-Palatinate! Here you can attend concerts and join the university orchestra.

Jakob-Welder-Weg 28

[www.music.uni-mainz.de](http://www.music.uni-mainz.de)

### 6- ACADEMY OF ARTS

At the Academy of Arts, Mainz you can visit exhibitions or attend lectures on various topics.

Am Taubertsberg 6

[www.kunsthochschule-mainz.de/neues/calender/](http://www.kunsthochschule-mainz.de/neues/calender/)

### 7- CENTER FOR DATA PROCESSING (ZDV) IN THE "NATFAK" BUILDING

Numerous computer labs with Internet access and various software programs and printers are located in the ZDV.

The ZDV Information Center is located in room 00-47. Courses offered by the ZDV are held here.

NatFak (Faculty of Natural Sciences)  
Anselm-Franz-von-Bentzel-Weg 12

[www.en-zdv.uni-mainz.de](http://www.en-zdv.uni-mainz.de)

Opening hours - ZDV- counseling center: Mon– Fri 9am– 6pm.

Opening hours - PC-Pools: Mon– Fri 8am– 10:15am.

### 8- NATURAL SCIENCES

The Physic, Mathematic, Computer Science and Meteorology Institutes are located in these buildings.

Staudingerweg 7

[www.blogs.uni-mainz.de/fb08-pmc/](http://www.blogs.uni-mainz.de/fb08-pmc/)

### 9- BOTANICAL GARDEN

The Botanical Garden of JGU is a scientific garden with a great variety of plants for research and conservation purposes. It is nice to take a walk through the different vegetations of the garden to refresh body and mind after a busy day.

Anselm-Franz-von-Bentzel-Weg 9b

[www.botgarden.uni-mainz.de](http://www.botgarden.uni-mainz.de)

Opening hours: daily 7:30am- 6pm.

### **10- CATHOLIC UNIVERSITY COMMUNITY MAINZ (KHG) & EVANGELICAL STUDENT COMMUNITY MAINZ (ESG)**

The “KHG” and the “ESG” are Catholic and Protestant student institutions.

They offer a wide variety of events that might also interest you. They also offer counseling services.

KHG: Saarstraße 20

[www.khg-mainz.de/](http://www.khg-mainz.de/)

ESG: Am Gonsenheimer Spieß 1

[www.esg.ekhn.de](http://www.esg.ekhn.de)

### **11-UNIKAT SHOP**

In the Unikat Shop you can buy souvenirs and memories of your time in Mainz. Here you can find all kinds of JGU utensils like sweaters, mugs, pens and much more.

Jakob-Welder-Weg 1

Opening hours: Mon- Fri: 8am- 6pm  
and Sat 8am- 3pm (during the  
semester break 8am- 2pm).

### **12- “THE SHELL” (MUSCHEL)**

In case you are wondering what a shell is doing on campus - it is a lecture building in the shape of a shell. This is also where the "Klubkino" (Cinema) takes place (in lecture hall N2). Various films are shown here. The atmosphere is relaxed and the tickets are cheap.

More information:

[www.unifilm.de/studentenkinos/Mainz](http://www.unifilm.de/studentenkinos/Mainz)

Johann-Joachim-Becher-Weg 21

It's not just about studying... We have some ideas for you!

How about...

### SINGING?

The University Choir, **Collegium Musicum**, is open to all students and staff at JGU:

[www.unichor-mainz.de/home.html](http://www.unichor-mainz.de/home.html)



The **Joy Singers** of the "Studierendenwerk Mainz" meet every Tuesday. You have the option to either join the singing group or the regular choir:  
[www.studierendenwerk-mainz.de/en/eventsandkultur/alt/cultural-student-unions/choirs](http://www.studierendenwerk-mainz.de/en/eventsandkultur/alt/cultural-student-unions/choirs)

The **Authentic Voices** is the English department choir and is open to all. They meet every Thursday:

[www.authentic-voices.de/](http://www.authentic-voices.de/)

### SPORT?

The "**Allgemeiner Hochschulsport (AHS)**" at JGU offers a wide range of sports. From aerobics to yoga.

The best part is that it's free of charge (except for special courses)! You can check out and download the program on the website: [hochschulsport.uni-mainz.de](http://hochschulsport.uni-mainz.de)



### EXPLORING THE WINE REGION?

As part of your exploration of Mainz, you should definitely take a trip through the vineyards. "**Campus Mainz**" organizes monthly excursions to the vineyards and wine markets of the region. The cost is about 15 € per person.



You can check out the program on the website or get inspiration for your own excursions:

[www.campus-mainz.net/weinexpress/](http://www.campus-mainz.net/weinexpress/)

### CAMPUS- CINEMA?

Every Monday and Wednesday the lecture hall N2 in the "Shell" ("Muschel") (see Campus map nr. 8) becomes a cinema. You can buy drinks at the entrance.

You can find the program here: [www.unifilm.de/studentenkinos/](http://www.unifilm.de/studentenkinos/)

### WANT TO LEARN A NEW SKILL?

The "**Culture Courses**" are a good opportunity to learn skills you always wanted to acquire - e.g. dancing, survival in the wilderness, calligraphy or a software program to name some of the many programs that are offered.

[www.campus-mainz.net/kulturkurse/](http://www.campus-mainz.net/kulturkurse/)

### MEET NEW PEOPLE ?

#### FINDING A BUDDY

A buddy can help you feel comfortable in Mainz right from the very beginning. Once you have a buddy, you can improve your German with him or her and more importantly a buddy can become a friend for life.

Are you interested?

[www.studierendenwerk-mainz.de/en/buddy](http://www.studierendenwerk-mainz.de/en/buddy)



### SPRACHCAFE

The Sprachcafé is an opportunity to work on your foreign language skills, meet new people, and learn more about other countries and cultures.

The Sprachcafé takes place online every Wednesday from 6 to 8 p.m. during the lecture period.

[www.studierendenwerk-mainz.de/en/eventsandkultur/language-cafe-wednesdays](http://www.studierendenwerk-mainz.de/en/eventsandkultur/language-cafe-wednesdays)



### FOREIGNER BECOME FRIENDS

The program “Foreigners Become Friends” (Fremde werden Freunde) will find you a host family or friend from Mainz or the surrounding area. With a host family/ friend you can go on excursions, cook, have lunch, drink coffee, discover a city, go for walks, go hiking, do sports – or anything you enjoy. Sign up here:

[www.studierendenwerk-mainz.de/en/internationales/making-friends/foreigners-become-friends/registration](http://www.studierendenwerk-mainz.de/en/internationales/making-friends/foreigners-become-friends/registration)



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