



## Formalities Checklist for international degree seeking students

You have been admitted as a regular degree student at TH Rosenheim? Congratulations! To best prepare your stay at TH Rosenheim, please carefully read the following checklist:

### 1) Apply for a visa and look for a student accommodation

Please note that your letter of acceptance is sufficient for applying for a visa and for a place in a student residence.

#### Non-EU citizens / Visa process

In order to enter Germany, most non-EU students need a valid visa. This can only be issued once the student has deposited a specified amount of money (minimum: 11,208 Euro for one year, with 934 Euro for one month) in a German bank account and blocked this sum with the Federal Republic of Germany as beneficiary (e.g. blocked account). Therefore, you will have to open a blocked account (Sperrkonto) with e.g. Expatrio or Fintiba.

Normally, students are informed about this necessity by the German embassy in their home country. The opening of the blocked account should be already initiated from the home country so that you only have to activate it upon arrival at TH Rosenheim.

#### Non-EU students:

- ✓ Visa (please check with the German embassy in your home country if you need a visa)
- ✓ Proof of sufficient funds to cover your stay in Germany - approx. 11,208 € for one year

Information on visa requirements: [www.th-rosenheim.de/visa-requirements](http://www.th-rosenheim.de/visa-requirements)

### Important: Look early for your student accommodation!

Please be aware that student housing at all campuses at TH Rosenheim is limited and that you are responsible for organising your accommodation. The earlier you start with your search for accommodation, the sooner you will find your student housing.

Information on housing: [www.th-rosenheim.de/housing](http://www.th-rosenheim.de/housing)

### 2) Enrol via the online application portal

Accept your admission and complete your enrolment in the application portal.

After enrolment you will receive your student e-mail address and the login details for the IT systems of TH Rosenheim. Once you have arrived in Germany, pick up your student card from the Student Administration.

For your online enrolment please submit the following:

- ✓ Certificate of a German public health insurance / electronic report (M10) of your health insurance  
→ this electronic report will be sent to the Student Administration (Studienamt) automatically
- ✓ Proof of payment of 85 € administration fee (Student Union fee)



### 3) Organize your health insurance

Every student is required to take out adequate insurance cover for enrolment. Student health insurance costs about 120 € a month. Once you have signed your health insurance contract, the **health insurer will generate an electronic report (M10)**, which will be automatically forwarded to the Student Administration. Please quote the **sender number H0000974** for TH Rosenheim.

Information on health insurance: [www.th-rosenheim.de/health-insurance](http://www.th-rosenheim.de/health-insurance)

Contacts of different German health insurances:

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### 4) Download your student login (also from abroad)

After enrolment please download your login details for the IT systems of TH Rosenheim:

- ✓ Log in for the last time with your applicant credentials at the [Online Service Centre \(OSC\)](#).
- ✓ Switch to English and select > *My Studies* > *Student Service* > *Requested Reports / Reports*.
- ✓ Click on the following link: *RZ-Zugangsdaten* and download your log-in credentials.
- ✓ From now on, please only use the ID and password from this initial access letter.

**Important: Check the IT services at TH Rosenheim and your official student e-mail account for notifications!**

### 5) After arrival: Register your place of residence

Within the first week of arriving in Germany, international students must register their place of residence at the local residents' registration office (Bürgeramt / Einwohnermeldeamt).

Non-EU citizens must also register for a **residence permit** at the local municipal immigration office (Ausländerbehörde).

Information on registration in Germany: [www.th-rosenheim.de/visa-requirements](http://www.th-rosenheim.de/visa-requirements)

**We wish you a successful start of your studies at TH Rosenheim!**