



Hier
beginnt's

FIRST STEPS IN MAGDEBURG

Summer Semester 2026

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OVGU SAYS

WELCOME!



Who are we?

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IKUS – Intercultural Students

- Student initiative existing since 1998
- Cooperation with International Office at OVGU, Studentenwerk Magdeburg, German Academic Exchange Service (DAAD)
- Students from different faculties and backgrounds



IKUS excursion

Who are we?

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IKUS – What do we do?

- Office hours
- Game nights, country evenings
- (German courses)
- Regional excursions
- International Welcome Weeks
- Festival of Cultures every second year
- Cooking, dancing classes etc.



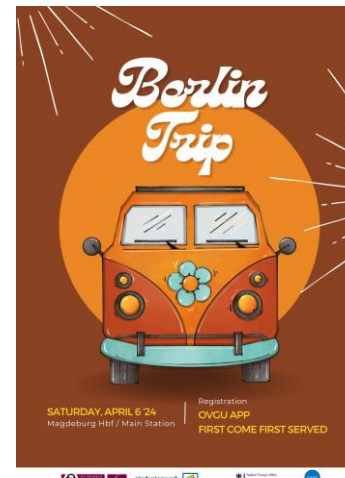
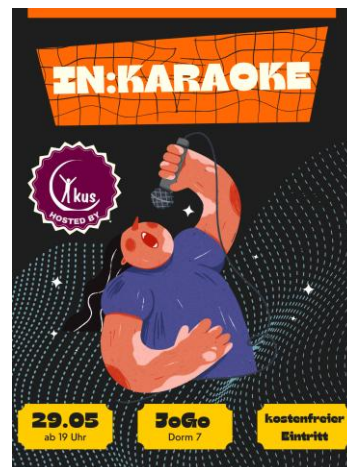
IKUS Magdeburg / InterKultiTreff (IKT)

Walther-Rathenau-Straße 19
39104 Magdeburg

Who are we?

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Events



Where to find us

Join our [WhatsApp Community](#) and download the „Welcome to OVGU App“ to stay updated

IKUS Community
WhatsApp community



IKUS Magdeburg / InterKultiTreff (IKT)
Walther-Rathenau-Straße 19
39104 Magdeburg

Presentation Structure

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When you move to Germany, there is no getting around visiting administrative offices ;-)

Your First Steps:

1. Finding Accommodation
2. Registering at the Citizen's Office
3. Opening a Bank Account
4. Broadcasting License Fee
5. Study Formalities
6. Applying for a Residence Permit („Visa Extension“)





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1. Finding Accommodation

1. Finding Accommodation

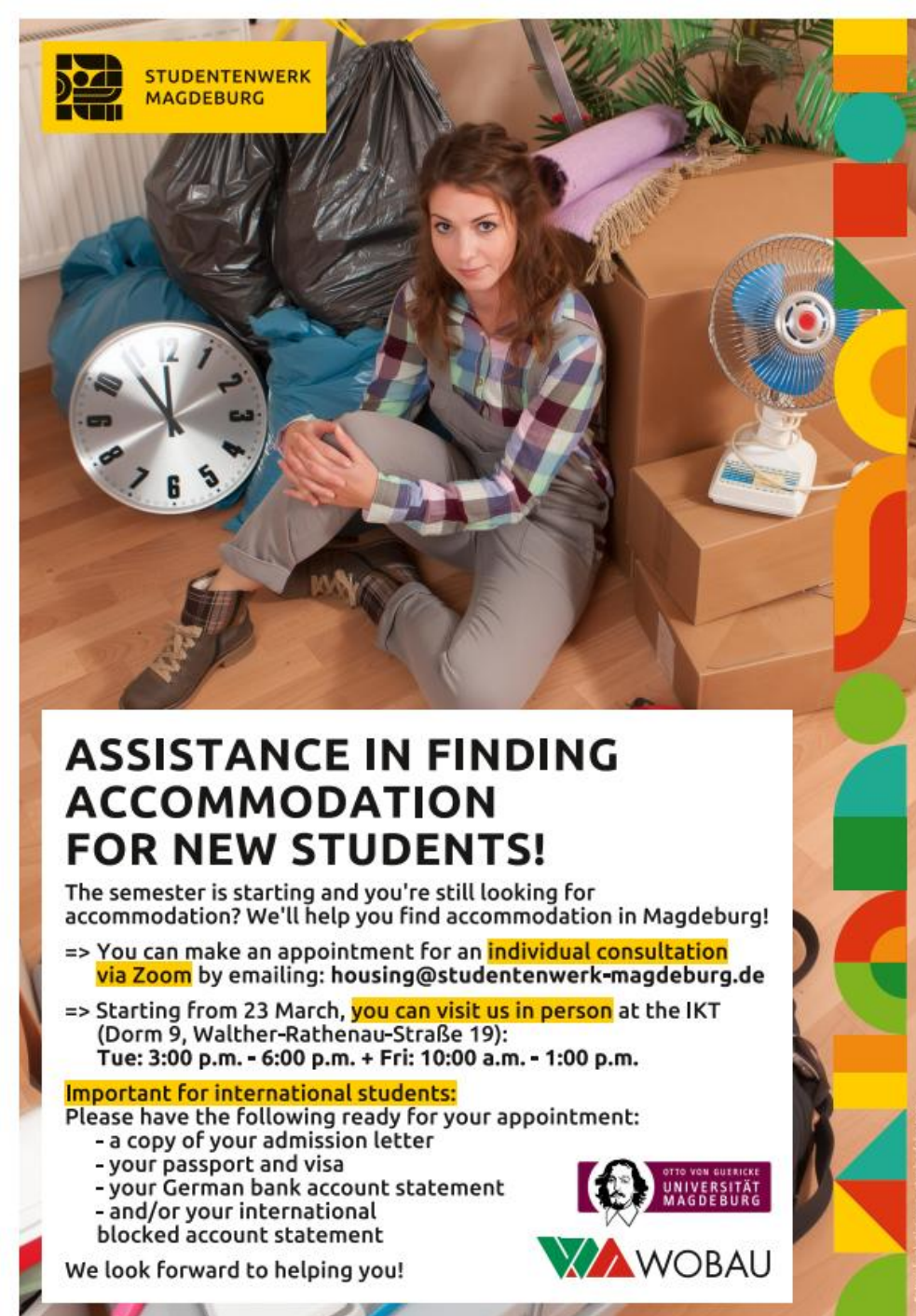
Counselling for finding accommodation for new international students:

- When? **From March 23, 2026**
- Where? **IKT (InterKultiTreff)**
Walther-Rathenau-Str. 19,
39104 Magdeburg

Written requests:

housing@studentenwerk-magdeburg.de

- **Individual Zoom appointments via email**



**STUDENTENWERK
MAGDEBURG**

ASSISTANCE IN FINDING ACCOMMODATION FOR NEW STUDENTS!

The semester is starting and you're still looking for accommodation? We'll help you find accommodation in Magdeburg!


=> You can make an appointment for an **individual consultation via Zoom** by emailing: housing@studentenwerk-magdeburg.de

=> Starting from 23 March, **you can visit us in person** at the IKT (Dorm 9, Walther-Rathenau-Straße 19):
Tue: 3:00 p.m. - 6:00 p.m. + Fri: 10:00 a.m. - 1:00 p.m.

Important for international students:
Please have the following ready for your appointment:

- a copy of your admission letter
- your passport and visa
- your German bank account statement
- and/or your international blocked account statement

We look forward to helping you!

 OTTO VON GUERICKE
UNIVERSITÄT
MAGDEBURG


 WOBAU

Photo: shutterimages - stock.adobe.com

1. Finding Accommodation

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How to identify rental fraud?

1. Prices are too low → Nobody's perfect!
2. Missing information / contact person
3. Identification of the provider, especially when foreign IBAN →
Copy of a passport, draft of rental agreement is suspicious
4. Conspicuous mail domains, file attachments and links

1. Finding Accommodation

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How to identify rental fraud?

5. Attempts to view apartment in person or by video call are rejected

6. Payment (deposit, „reservation fee“) before signing a contract or rental contract without having viewed the apartment is suspicious

7. Pressure to sign the contract

Worst case:

- Contact bank to reverse payment
- Police: File a complaint



1. Finding Accommodation

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Rental agreement („Mietvertrag“)

Required documents:

- ID/visa
- Proof of a German bank account / blocked bank account for non-EU citizens
- University acceptance letter / enrolment certificate (student housing)



Contracts are usually written in German. Use a translator such as DeepL!

1. Finding Accommodation

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Rental agreement („Mietvertrag“)

- Serves as proof of a permanent residence in Magdeburg
- Specifies the minimum duration and period of notice before termination (applies to both parties involved)
- Before it gets signed, you likely need to pay your first rent and the **deposit**
 - Deposit must not exceed 3 months' rent (beware of fraud), may be paid in 3 monthly installments
 - Repayment of deposit usually happens after 6 months on German bank account

1. Finding Accommodation

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Rental agreement („Mietvertrag“)

„Wohnungsgeberbescheinigung“

- Accommodation provider certificate
 - Your landlord should provide you with one on their own accord, if not, politely remind them to (it is their obligation)
 - Document is then needed for city registration
- **C/O letters are only accepted temporarily for city registration** in combination with „Wohnungsgeberbescheinigung“ of main tenant

1. Finding Accommodation

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Electricity

Note: this only applies to flats without a fixed supplier, it doesn't apply to student dorms



- Before moving, research and compare different electricity suppliers and choose a supplier with suitable conditions (e.g. through Check24)
- Magdeburg's default supplier („Grundversorger“) is SWM, may be more expensive than others

1. Finding Accommodation

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Internet

- Before moving, research and compare different internet suppliers and choose a supplier with suitable conditions
 - Concrete questions? → Contact providers
- Note: **eduroam** and **OVGU WiFi** are available in most areas on campus
 - Free WiFi in Magdeburg: **Otto Hotspot**



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2. Registering at the Citizens' Office

2. Registering at the Citizens' Office

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EU and non-EU citizens:

- Registration at one of the Citizens' Offices in Magdeburg after finding accommodation
- You will receive the certificate of registration (**„Meldebescheinigung“**)
- Later: Tax ID by post

Required documents:

- Accommodation provider certificate („Wohnungsgeberbescheinigung“)
- Passport / ID

2. Registering at the Citizens' Office

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Cooperation between Otto von Guericke University (OVGU) and the Citizens' Office of the City of Magdeburg

The Magdeburg City Council Office is offering exclusive appointments at two counters in the Council Office City Mitte for OVGU students at the start of the 2026 summer semester. These appointments are available for booking between March 30, 2026, and April 10, 2026.

Overview of services:

- Registration and re-registration
- Issuance of registration certificates
- Information on second home tax and student bonuses

Please note: You need an appointment to visit the Citizens' Office!!!
Appointments can only be booked online:



<https://termine.ovgu.de/bb>

If there are no more appointments available due to high demand, additional appointments can be booked online at other locations of the Magdeburg City Council offices: www.magdeburg.de/buergerservice

Servicecenter.ovgu.de

How do I make an appointment at the Citizens' Office?

a) Special appointments for new OVGU students

- When?
March 30 – April 10, 2026
- Where?
Bürgerbüro Mitte
- Online appointment booking required

2. Registering at the Citizens' Office

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b) After April 10: Citizen's Offices in Magdeburg:

Only with appointment!

- Mitte, Leiterstraße 2a
- Nord, Lübecker Straße 32
- Süd, Salbker Chausse 67
- West, Bruno-Beye-Ring 50

Appointments only 2 weeks in advance

Or: Queue up for open office hours between 8 and 9 am at Bürgerbüro Mitte

[Magdeburg.de/terminreservierung](https://www.Magdeburg.de/terminreservierung)



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3. Opening a Bank Account

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Bank account

You will need a German bank account from which the rent and the costs for the health insurance will be deducted every month.

Hints:

- Price comparison before choosing
- Use direct debit authorisation („Einzugsermächtigung“) that you receive with your rental contract to pay your rent

Required documents:

- Passport / ID
- Registration certificate („Meldebescheinigung“)
- Admission letter

3. Opening a Bank Account

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Open a bank account at Deutsche Bank on campus

- When? **From March 27, 2026 until mid-May**
- Where? **Campus Welcome Center (Building 01), Room 021**
- Bring: Passport, city registration certificate of the Citizen's Office ("Meldebescheinigung")
- Register for an appointment in the "Welcome to OVGU" App

Further banks in Magdeburg: Sparkasse Magdeburg, Commerzbank, Deutsche Bank, Deutsche Postbank, Targobank, Volksbank Magdeburg

Online banks in Germany: Revolut, N26



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4. Broadcasting License Fee

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What is the Broadcasting License Fee?

- Legally prescribed contribution for citizens, companies, institutions
- Serves to finance public broadcasting service based on contributory model
- Fee is paid directly to the public broadcasting service

English [FAQ](#) for students:



4. Broadcasting License Fee

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The screenshot shows the website interface for Rundfunkbeitrag. At the top, there are logos for various broadcasters (ARD, ZDF, Deutschlandradio) and the text 'BEITRAGSSERVICE'. Below this is a search bar and a main heading: 'Ihr Rundfunkbeitrag – Online-Service schnell und sicher'. A section titled 'Bürgerinnen und Bürger' contains a paragraph of text and a list of service buttons. The button 'Wohnung anmelden' is highlighted with a pink circle. Other buttons include 'Namen, Adresse, Zahlungsweise ändern', 'Befreiung/ Ermäßigung beantragen', 'Nebenwohnung befreien', 'Wohnung abmelden', 'Kontaktformular', and 'Alle Formulare'. On the left side of the screenshot, there is a circular image of a woman wearing headphones, and below it, a family of four (a man, a woman, and two children) sitting around a table with a laptop.

Mandatory licence fee for each residence!

- Regardless of how many people live in apartment / how many devices
- **18.36 € per month / residence**

Register with your German address to avoid debt:



[Rundfunkbeitrag.de](https://www.rundfunkbeitrag.de)

4. Broadcasting License Fee

Hier beginnt's



The screenshot shows the website interface for Rundfunkbeitrag.de. At the top, there are logos for various broadcasters (ARD, ZDF, Deutschlandradio) and the text 'BEITRAGSSERVICE'. Below this is a search bar and a main heading: 'Ihr Rundfunkbeitrag – Online-Service schnell und sicher'. A section titled 'Bürgerinnen und Bürger' contains a paragraph of text and a list of service buttons. The buttons are: 'Wohnung anmelden', 'Namen, Adresse, Zahlungsweise ändern', 'Befreiung/ Ermäßigung beantragen', 'Nebenwohnung befreien', 'Wohnung abmelden', 'Kontaktformular', and 'Alle Formulare'. The first three buttons are circled in pink.

Bürgerinnen und Bürger ▲

Sie sind umgezogen und möchten uns Ihre neue Adresse nennen oder Sie möchten auf unsere Anfrage zur Beitragspflicht antworten? Diese und viele weitere Anliegen können Sie einfach über unsere [Formulare](#) mitteilen.

► Lesen Sie mehr zum Thema 'Informationen für Bürgerinnen und Bürger'

- Wohnung anmelden
- Namen, Adresse, Zahlungsweise ändern
- Befreiung/ Ermäßigung beantragen
- Nebenwohnung befreien
- Wohnung abmelden
- Kontaktformular
- Alle Formulare

Rundfunkbeitrag.de

- Individual contribution number (everyone has one), not apartment-related
- Shared apartment: 1 person pays, share the amount so that everyone contributes (except Bafög recipients)
- If roommate is already paying for the apartment → Indicate it on registration form with contribution number of person paying
- Report changes: relocation, payment details
- Deregister your residence when leaving



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5. Study Formalities

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Pick up your Student ID

- You will receive an email from the Student Registration Office

Deutschlandticket (included in your semester ticket)

- Valid from April 1, 2026 - September 30, 2026
- Activate it from March 25 before you can use it
→ **easy.GO App**
- Access to every public transportation system in Germany,
in every city (not valid for ICE and IC/EC)



More information about the [Deutschlandticket](#):



5. Study Formalities

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You need advice from the **Student Registration Office, International Student Advising, International Office?**

→ Book appointments on website of the **Campus Welcome Center**

OTTO VON GUERICKE UNIVERSITÄT MAGDEBURG CWC CAMPUS WELCOME CENTER

NEWS | WELCOME DESK | STUDENTS' OFFICE | EXAMINATIONS

Home

OTTO VON GUERICKE UNIVERSITÄT MAGDEBURG

Campus Service Center

Campus Welcome Center

The Campus Welcome Center is a central service, information and advice centre for students.

Please note that each "Servicepoint" may have different office hours (check boxes below).

book appointment

Contact

Otto-von-Guericke-Universität Magdeburg
Universitätsplatz 2
39106 Magdeburg
Campus Welcome Center
Building 01
+49 391 67-50000
servicecenter@ovgu.de

City Registration "mobiles Bürgerbüro" on Campus during start of wintersemester 2024/2025

WelcomeDesk

5. Study Formalities

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LSF Workshops:

- When? **March 25, 2026 from 10:00 – 11:00 a.m. (hybrid)**
March 30, 2026 from 10:00 – 11:00 a.m. (Zoom)
- How to create a timetable in the LSF, exam registration, e-learning (Moodle), registration for language and sports courses
- **Zoom links** will be published in the „Welcome to OVGU“ App

5. Study Formalities

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German language courses:

OVGU Language Center (SPRZ)

- Registration period: March 30 from 9 a.m. – April 17, 2026, 6 p.m. via Moodle
- Courses start on April 7, only with timely online registration
- Placement Test required (besides for level A1)

5. Study Formalities

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German language courses:

German courses of International Career Service

- Start July/August with intensive part at all levels (e.g. A2.1.) and continue during winter semester with 2nd part (e.g. A2.2.)

Tandem project (SPRZ)

- Improve your language skills in free time

IKUS Language Café

- Regular event to practice speaking German with native speakers: „Welcome to OVGU“ App

5. Study Formalities

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Registration for sports courses at OVGU:

- Usually in the first week of classes, open for registration on April 9 at 9:00 a.m., start: April 13, 2026

Exam registration:

- Summer semester: May 15 – May 31
- Winter semester: November 15 – November 30

For more information → see the presentation [„Study Culture at OVGU“](#)

5. Study Formalities

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You are already in Magdeburg, want to get to know the city and meet new people?

Use our **App „Welcome to OVGU“** to register for Welcome Week and future events of the IKUS!

The App is also used to communicate local events and support programmes of local initiatives.



A decorative graphic consisting of a solid blue horizontal line extending from the left edge of the slide to a blue circle. From this circle, a blue line continues vertically down the right side of the slide. A pink line also runs vertically down the right side, overlapping the blue line and forming a jagged, zig-zag pattern.

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6. Applying for a Residence Permit („Visa Extension“)

6. Applying for a Residence Permit

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Application for a residence permit for studies (for non-EU students)

- The Foreigners' Office in the city in which you are registered is responsible

Foreigners' Office Magdeburg

Lübecker Straße 53-63

Neustädter Höfe / House 1

39124 Magdeburg

See)

Tram station:

Bebertaler Straße

Tram line 1 (to Kannenstieg)

Tram line 9 (to Neustädter

6. Applying for a Residence Permit

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Application for a residence permit for studies

- **2 months before** the visa / residence permit expires, you need to **apply online** for a new residence permit for studies or for an extension of the current residence permit
 - No paper or duplicate applications!
- **Appointments** will be provided by the Foreigners' Office via email after the application has been processed
- **Consultations** are only possible through contact form on their homepage

[Online application portal:](#)



6. Applying for a Residence Permit

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Required documents for a residence permit for studies:

- ✓ **Valid national passport / ID**
- ✓ **Valid visa** for entry for the purpose of study (supplementary sheet, entry stamp) or **current residence permit** incl. supplementary sheet or fictional certificate
- ✓ **Enrolment certificate**, if applicable: *BAföG certificate on base of §9*
- ✓ **German health insurance certificate**
 - ✓ Statutory health insurance: Membership certificate
 - ✓ Private health insurance: Confirmation form provided by Foreigners' Office, filled out by insurance provider
- ✓ **Proof of steady income: 992€/month** (blocked account, if applicable: in combination with work contract, declaration of commitment, proof of scholarship)
- ✓ **Rental certificate** (≠ landlord's certificate) provided by Foreigners' Office, filled out by landlord **or rental contract** if you live alone
- ✓ *If applicable: transcript of records from 3rd semester and up*
- ✓ *In case of change of purpose / of university: certificate of exmatriculation from old degree program + enrolment certificate of new program*

Further
information:



6. Applying for a Residence Permit

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Process after online application for a residence permit for studies:

- Automatic confirmation of application via email
- You will receive an appointment within 1-2 weeks for collection of biometric data (photo, signature, fingerprints) in approx. 1 month
 - Pay 113€ (fiction + eAT), submit missing documents
- Processing of your complete application starts
 - → Takes up to 3 months / until end of valid document
- You might receive a temporary fictional certificate
- If application is approved, Foreigners' Office will arrange for an electronic residence permit (eAT) to be produced

6. Applying for a Residence Permit

Hier beginnt's



Fictional certificate

- Often issued after expiry if a foreigner applied for an extension or for the issuance of another residence permit before the current permit expires
- Usually authorizes you to work and travel
- It is important that it is a genuine fictional certificate (see picture) that allows you to re-enter the country
- Fictitious effect does not expire when the certificate expires, but when a decision is made on the residence permit



ANY QUESTIONS?

THANK YOU FOR YOUR ATTENTION!

An abstract graphic on a dark blue background. It features several thick, colored lines: a horizontal pink line at the top left, a vertical blue line in the center, and a diagonal blue line extending from the top right towards the center. The lines are connected by white circular nodes. One large white circle is positioned at the intersection of the vertical blue line and the diagonal blue line. Two smaller white circles are located at the intersections of the horizontal pink line with the vertical blue line and the diagonal blue line. The text "Hier beginnt's" is written in white, with "Hier" in a bold sans-serif font and "beginnt's" in a cursive script font, positioned to the right of the large white circle.

Hier
beginnt's