



First Steps in Hannover

1. Registration at a residents' registration office
2. Opening a bank account
3. Payment of semester fee
4. Take out a health insurance policy
5. Enrolment at the university
6. Residence permit

1. Registration at a residents' registry office (*Bürgeramt*)

Within 10 days after your arrival at Hannover, you have to inform the public authorities that you live here.

- Persons from EU, Iceland, Lichtenstein, Norway and Switzerland register at the **residents' registry office (*Bürgeramt*)**.

- Persons from other countries are welcomed by **Team 7** of the Hannover Foreigners' Registration Office and Department of Citizenship (***Ausländerbehörde***).

If you live in the City of Hannover both offices are at the same address:
Bürgeramt Leinstraße 14 (*U-Bahn* /subway station "Markthalle")

Please follow the instructions on the website for making an appointment:

<https://www.hannover.de/en/Government-Service/State-Capital-Hannover/Foreigners'-Registration-Office-and-Department-of-Citizenship>

You need the following:

- Your passport and your visa
- Confirmation of address of your accommodation

2. Opening a bank account

You will need an EU giro bank account for money transactions. Students do not need to pay account-keeping fees for a bank account, although there may be several differences between the banks.

Go to a bank or *Sparkasse* and open an account. Tell the bank employee that you are a student and show them your *Immatrikulationsbescheinigung* (enrolment documents) or letter of acceptance.

To open an account, you will need to bring:

- Your passport
- Registration certificate from the residents' registration office
- Your *Immatrikulationsbescheinigung* (enrolment documents)
- Possibly, money to deposit in your new account.

3. Semester fee

For your enrolment at TiHo it is necessary to pay the semester fee each semester. You should make the first payment by bank transfer some time before you arrive in Hannover, so that most of the administrative work can be done beforehand. Keep a proof of payment and bring it with you when you come to TiHo for enrolment.

Semester fee includes public transport fares for trams, buses and regional trains across the city of Hannover and most of Lower Saxony (*Niedersachsen*). You find a complete list via <https://www.tiho-hannover.de/en/studies-education/information-and-offers-for-students/semester-fee/>.

4. Take out a health insurance policy (*Krankenversicherung*)

For the first course of study (Veterinary Medicine or Master) you must submit a special certificate that you have a health insurance. Try out one of the various German statutory health insurance funds (*Krankenkasse*), such as: *AOK*, *Barmer Ersatzkasse*, *Hamburg Münchener Krankenkasse*, *KKH* or *Techniker Krankenkasse*.

For doctorate students the special certificate for students is not obligatory, but you are strongly advised to take out a health insurance.

You need your *Immatrikulationsbescheinigung*.

5. Enrolment at the University of Veterinary Medicine (TiHo)

Department for Student Affairs at the TiHo (***Dezernat für Studentische Angelegenheiten***): Administration building "TiHo-Tower", Bünteweg 2, 30459 Hannover

To enrol at TiHo, please bring the following documents:

- Your letter of acceptance (*Zulassungsbescheid*)
- Your original certificates (Students from China: APS certificate) with German or English translation, if applicable
- Confirmation of health insurance
- Your passport

The TiHo International Office (***Akademisches Auslandsamt***) will help you in further concerns:

<https://www.tiho-hannover.de/en/international-matters/international-office/>

6. Residence permit (*Aufenthaltserlaubnis*)

After enrolment and expiring of your visa it may be necessary for persons from non-EU countries to renew your residence permit as a student.

Please consult again ***Ausländerbehörde - Team 7***.

<https://www.hannover.de/content/view/full/849516>

For application, it is necessary to supply several documents. You find a checklist on the homepage and a form for application for a residence permit (*Antrag auf Aufenthaltserlaubnis*).

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