

# Hochschule für Technik Stuttgart

**Welcome**  
to Stuttgart

Information for  
International  
Students

## Hello, and a warm welcome to you!

With the following pages we want to simplify your first days in Stuttgart. The beginning in a new country is sometimes a bit difficult and confusing because you have to find your way around, come to terms with all the new impressions, ways of life and unfamiliar cultural conditions.

We hope the following information will be useful for you during your first days here in Stuttgart. For more details have a look at our website [www.hft-stuttgart.de/International/](http://www.hft-stuttgart.de/International/)

We wish you a good beginning!  
Your International Office Team

## About HFT - Hochschule für Technik Stuttgart

### The campus



### Important offices at Hochschule für Technik Stuttgart

**International Student Office (ISO)**, Building 1, 3<sup>rd</sup> floor, room 332

**Admissions Office** (Studierendensekretariat)  
Building 1, 1<sup>st</sup> floor, room 124  
Tel. 0711 / 8926-2662 (-2659) (-2662)  
studsek.vw@hft-stuttgart.de

**Examination Office** (Prüfungsamt)  
Building 1, 1<sup>st</sup> floor, room 122.1  
Office hours: Mo – Fr 9:00 – 12:00

**Payment Office** (Zahlstelle)  
Building 1, 2<sup>nd</sup> floor, room 224

**HFT Library & IT Service Point** (Bibliothek)  
HFT, Building 2, ground floor, entrance Hofdienergarage  
Tel. 0711 / 8926-2927  
bibliothek@hft-stuttgart.de

**AStA** (Student Union)  
HFT, Building 1, ground floor, room 011  
Tel. 0711 / 8926-2644  
asta@hft-stuttgart.de

**BLOCK VIER e.V.** (Student Club)  
HFT, Building 1, ground floor, room 011  
Tel. 0711 / 8926-2644  
blockvier@gmx.de

## Where to spend lunchtime?

The Hochschule für Technik has its own **cafeteria** on the ground floor in building 1 which serves snacks and small hot meals until 16:00 every day with the exception of Friday when it closes at 14:45.

**Mensa 1** (student dining hall) is within 5 minutes walking distance from the Hochschule in Holzgartenstrasse, next to the Kultur- und Kongresszentrum Liederhalle. It serves lunch Mo– Fr from 11:30 to 14:00.

**Mensa 2** is located on the Campus of the Vaihingen University. The prices are the same as in Mensa 1.

The **city center** is within 5 minutes walking distance from the Hochschule. In Schulstrasse you'll find a lot of small fast-food restaurants and bistros or you try out the food court on the 2<sup>nd</sup> floor in the central shopping mall *Königsbau Passagen* at *Schlossplatz*.

## Public transport (VVS & SSB)

Most of you have to take the S-Bahn (S) or U-Bahn (U) to get to the Hochschule. The stops closest to the Hochschule are the S-Bahn station *Stadtmitte* or the U-Bahn stop *Börsenplatz* (U9, U14). Students who live downtown may walk or take the bus.

The cheapest ticket is a **student ticket** ("StudiTicket"), which is valid for six months. The student ticket's validity starts on the first day of the new semester and it is valid in all zones of the VVS public transport network in and around Stuttgart.

Once you have received your official Student ID-card you can buy your StudiTicket at any of the nearby VVS or SSB ticket offices (*Stadtmitte/Rotebühlplatz*, *Charlottenplatz* or *Hauptbahnhof*). Students without StudiTicket nevertheless can use public transportation in all sectors for free after 18:00 and during the whole weekend simply by showing their student ID-card.

More information at [www.vvs.de/](http://www.vvs.de/)

For **taxi** contact Tel. 0711 / 55 10 000 or [www.taxi-auto-zentrale.de/](http://www.taxi-auto-zentrale.de/)

**Carsharing** in Stuttgart <https://stuttgart.stadtmobil.de/> and [www.car2go.com/de/stuttgart/](http://www.car2go.com/de/stuttgart/)

**Call a Bike Stuttgart** bicycles or pedelecs for rent <http://www.callabike.de/stuttgart>  
(€1 per hour; first 30 minutes are free)

## Communication (internet & mobile phone)

**Internet and e-mail accounts** will be set up by HFT once your personal information has been acquired. You will be asked to sign specific user regulations. Please read them carefully! The computer center reserves the right to close your account immediately without any exceptions in case of violation of the legal agreements.

You will find the **computer help desk** (1<sup>st</sup> -level support) in **building 2, ground floor, at the service point in the HFT library**. There you will be given all your access details and also your personal mail address. You may then use the provided computers in the different departments.

Hotspots for **Free WiFi** provided by "Unitymedia Wifi" can be found via <http://www.stuttgart.de/wlan>

**Mobile phone SIM-cards** are available from several mobile phone providers. Their shops can be found in *Königstraße*. Tariffs vary and students can either choose between contract or pre-paid packages.

## Formalities

Apart from your **matriculation** as a student there are four formal requirements you have to fulfill after your arrival in Stuttgart. If there are any problems or difficulties, you can ask us and we will help you.

**Health insurance** (*Krankenversicherung*)                      **Registration** at the citizen office (*Bürgerbüro*)  
**Public transport** network card (*StudiTicket*)                      **Residence permit** (*Aufenthaltserlaubnis*)

Address for registration and application of residence permit in Stuttgart:  
**Bürgerbüro Stuttgart**, Eberhardstr. 39, 70173 Stuttgart (City Center)

Contact numbers for visa appointments are available at <http://www.stuttgart.de/item/show/318412>

Students with a 90 or 180-day entry visa may obtain their permit at their local neighborhood office (*Bürgerbüro*). Ordinary visa extensions and first time applications need to be processed by the central visa office (*Ausländerbehörde*), Eberhardstr. 39, 1<sup>st</sup> floor, 70173 Stuttgart (City Center)

Office hours:

Monday-Wednesday	8:30 – 13:00
Thursday	13:00 – 18:00 (at neighborhood offices with appointment only)
Friday	8:30 – 12:00

Address for registration and application of residence permit in Esslingen:  
**Bürgerservice Esslingen**, Beblingerstr. 3+1, 73728 Esslingen                      [auslaenderamt@esslingen.de](mailto:auslaenderamt@esslingen.de)

## Bank account & payments

The student housing services *Studierendenwerk Stuttgart* (SWS) will deduct the monthly rent directly from your account. Therefore, you will have to provide a **German bank account** in order to pay for your room. After you have opened a bank account, you are required to fill in a **direct debit authorization** letter (*Bankeinzugsermächtigung*). This is a paper the caretaker of your dormitory (*Hausmeister*) or your "Buddy" have given to you the first day you arrived. It allows the *Studierendenwerk* to draw the rent automatically from your account. Please return the form to the caretaker or to the *Studierendenwerk* as quickly as possible.

Be aware that the monthly rent is drawn in advance at the beginning of the month or even before i.e. at the end of the previous month. Keep a sufficient amount of money in your account. If the *Studierendenwerk* cannot receive the rent for lack of funds, you will have to pay a penalty fee for every failed transaction. This may also apply to any unpaid monthly health insurance contributions.

## 5. Important addresses

### 5.1 Medical care and first aid

**Emergency** (police & accidents) - Tel. **110**

**Fire alarm service** (fire, ambulance & emergency doctor) - Tel. **112**

**Poisoning** - Tel. **0761 / 19240**

**Medical emergency service** - Tel. **0711 / 2628012** (Mo - Fr 19:00 - 07:00 at night or all day at weekends)

### Hospitals

**Katharinenhospital**  
Kriegsberstr. 60, 70174 Stuttgart  
Tel. 0711 / 27801

**Olgahospital**  
Kriegsberstr. 62, 70174 Stuttgart  
Tel. 0711 / 27804

**Krankenhaus Bad Cannstatt**  
Prießnitzweg 24, 70374 Stuttgart  
Tel. 0711 / 27802

**Marienhospital**  
Böheimstraße 37, 70199 Stuttgart  
Tel. 0711 / 64890

**Robert-Bosch-Krankenhaus**  
Auerbachstraße 110, 70376 Stuttgart  
Tel. 0711 / 81010

**Diakonie-Klinikum Stuttgart**  
Rosenbergstraße 38, 70176 Stuttgart  
Tel. 0711 / 9910

Note: Always **take your health insurance card** or similar insurance documents with you **if you need medical treatment!** Hospitals usually only treat emergencies or patients transferred by a general practitioner.

### Medical treatment

The first step in case of any health problem should be the consultation of a **general practitioner** (*Allgemeinarzt*). If the general practitioner is unable to help, you may be transferred to a specialist or – depending on your health problem – straight to a hospital. A **list of doctors** can be found at

<http://www.stuttgart.de/item/show/18013/1/slnk/313310>

<http://www.dasoertliche.de/Themen/Arzt/Stuttgart.html>

### Medication and prescription drugs

Simple medical aids and medicine such as herbal teas are freely available at drugstores and supermarkets. The full range of medication can be purchased at chemist's stores called *Apotheke*. However, freely available over the counter are only simple drugs i.e. painkillers like *Paracetamol* or *Aspirin*. In order to obtain more potent medication you first need to consult a doctor for a prescription (*Rezept*) which then can be exchanged for medicine at the nearest *Apotheke*.

### 5.2 Shopping (Opening hours)

The shops in the city center of Stuttgart are open Monday to Saturday from 9:30 to 20:00. In the outskirts of the city, opening times are likely to vary. You will not find any of the shops open on Sundays except some bakeries for two or three hours in the morning. Only petrol stations, some shops at the main station and at the airport are open on Sundays.

## 5.3 Leisure

**i-Punkt** (Tourist Information)  
Königstraße 1a  
70173 Stuttgart  
Tel. 0711 / 2228 - 0  
[www.stuttgart-tourist.de](http://www.stuttgart-tourist.de)

## City events

*Frühlingsfest* (Spring fair) - Wasen, Bad Cannstatt  
*Flohmarkt* (Weekly flea market) - Karlsplatz, City Center  
*Lichterfest* (Lantern festival) - Killesberg  
*Stuttgarter Weindorf* (Wine village) - Markt- und Schillerplatz, City Center  
*Cannstatter Volksfest* (Autumn festival) - Wasen, Bad Cannstatt  
*Weihnachtsmarkt* (Christmas market) - City Center

For details please visit [www.stgt.com/stuttgart/homee.htm#events](http://www.stgt.com/stuttgart/homee.htm#events)

## 5.4 Consulates and embassies

[www.konsulate.de](http://www.konsulate.de) and <http://www.stgt.com/stuttgart/konsuld.htm>

## 6. Excursions and activities

Have a look at our **cultural program** for the current semester. The International Office arranges several **city tours and excursions** for you. Stay informed by joining our **Facebook group "HFT-International"**

<https://www.facebook.com/groups/163684438050/>

## "International Coffee Break" at HFT

This is a weekly opportunity to meet up with other students to get to know each other or simply to have a chat. It is organised by the ISO (International Student Office). Students meet from 5 p.m., room 330 in building 1. Please check the ISO notice board or our website for further details.

## Sports at Universität Stuttgart

There are plenty of opportunities to participate in activities at the sports institute of the Stuttgart University in Vaihingen.

For more information visit <http://www.hochschulsport.uni-stuttgart.de/>

## Further activities

**Language Exchange** – find a language partner free of charge at <http://seagull-tandem.eu/>

The **Welcome Center Stuttgart** offers regular activities for students at [www.welcome.stuttgart.de](http://www.welcome.stuttgart.de)

**Homestay** in a German host family <http://www.experiment-ev.de/foreign-visitors/programs-in-germany>