

## Bielefeld University – Modern, Interdisciplinary and International

Bielefeld University combines classic higher education traditions with innovative structures in research and teaching. Interdisciplinary research, modern courses and world-wide cooperation have made it one of the best universities in Germany and have helped to spread the University's reputation far beyond Germany's borders.

Founded in 1969, Bielefeld University today has 13 faculties with around 2,600 staff (including approx. 1,480 academic staff) and approx. 18,000 students attending one of 80 distinctive courses of study.

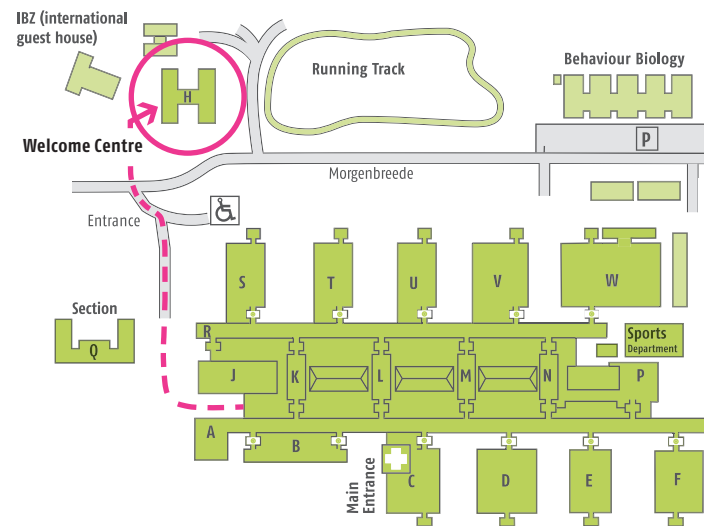
The distinguishing characteristic of Bielefeld University is its interdisciplinary identity in both research and teaching. A shining example of this is the Centre for Interdisciplinary Research, which brings together international researchers from various disciplines.

One proof for Bielefeld University's excellent research performance is the success of the cluster "Cognitive Interaction Technology/CITEC" (Human-Machine Communication) and the "Bielefeld International Graduate School in History and Sociology/BGHS" within the framework of the Initiative for Excellence supported by the Federal Government and the State Government.

The University's main building on the edge of the Teutoburger Forest is unique in its architectural concept – all departments, research facilities, laboratories, services, and lecture halls are located under one roof. This encourages interdisciplinary collaboration and also facilitates everyday communication and networking among all members of the University. Moreover, the city of Bielefeld offers adequate conditions for feeling at home quickly: It is the cultural and economic centre of the region known as Eastern Westphalia and combines the advantages of city life with the relaxing and exciting leisure opportunities of the Teutoburger Forest.

## Contact

Welcome Centre for International  
Researchers and Scholars  
Morgenbreede 39/H0-039 (opposite of the IBZ)  
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**Email** [welcome@uni-bielefeld.de](mailto:welcome@uni-bielefeld.de)

**Helpdesk** @ Infopunkt (located in the university  
hall, main building)  
Monday: 10:00 – 12:00h  
Thursday: 14:00 – 16:00h

and by prior appointment in our office H0-039



# Welcome Centre

for International  
Researchers and  
Scholars



## Welcome to Bielefeld University!

Today, being successful in academia is more and more related with being globally mobile. However, being mobile also brings about a multitude of administrative and organisational challenges. How to organise visa, housing, and child care from home or in an environment that one does not know?

Being host to many international researchers and scholars, we at Bielefeld University know about these important questions. This is why Bielefeld University has established a Welcome Centre as a central contact and service point at the university for international researchers and their families. The Welcome Centre provides information and guidance to international researchers and to their hosting institutes and faculties on a wide range of non-academic issues such as visa and residence requirements, health insurance, language courses, family matters, as well as general information about Bielefeld University and the Bielefeld area. Additionally the Welcome Centre Team arranges meetings with other service facilities within the university and the city of Bielefeld.

Please feel free to contact us with any questions you might have. We will be happy to assist you.

## Your Welcome Centre Team

### Our service:

#### Preparing your stay

- Comprehensive online information platform
- Personal information on
  - visa issues
  - necessary insurances
  - travelling to Bielefeld
  - family matters
- Assistance in finding accommodation
- Assistance in finding child care facilities in cooperation with the Family Service of the University

#### Upon your arrival

- Individual support and guidance on all non-academic issues concerning the stay at Bielefeld University and Bielefeld city
- Preparation of registration and residence permit application and accompanying to local authorities
- Support in registration for health insurance
- Assistance in opening a bank account
- Information on language courses
- Guided Campus Tour

#### During your stay

- Help desk: Personal assistance in questions related to everyday life
- Mediation to other services
- Guided city tours and excursions, family events, etc.
- Informative meetings on selected subjects like e.g. taxes
- Monthly get-together
- Facilitating contact to other guest researchers at Bielefeld University

#### Before your departure:

- Assistance with a checklist of important steps prior to departure and support in coping with them

**Please, let us know as early as possible that you are coming to Bielefeld!**

At our webpage [www.uni-bielefeld.de/International/Scientists](http://www.uni-bielefeld.de/International/Scientists) you can find the link to the **online registration**.

This will help the Welcome Centre to make your arrival in Bielefeld as smooth as possible and to support you even before your arrival with more information on relevant issues. Thank you for your co-operation!



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