



## Enrolment and Registration

Welcome again to the Master Program “DIA / Dessau International Architecture Graduate School” of Hochschule Anhalt!

Here are some information to help you organize your studies in the beginning –

### *Start of the Program:*

Winter Semester officially starts on October 1<sup>st</sup>

The **Introduction** to the DIA program and courses usually takes place in the **first week of October**. At this event you will be presented to all course options (studio, electives) you can choose from for that semester. Only after the introduction you will be asked to sign in for a studio and the electives. Signing-in will be closed approx. the day after introductions. In case there are more students applying for a studio than places are available, decisions are usually made by lottery and an additional round of second choices.

**We advise foreign students in general to arrive in Dessau at least one to two weeks before introduction and start of classes to allow time for registration and general setup.** For example in order to be able to sign in to the offered courses you need to be registered at the DIA online platform, etc.

### *Visa:*

Those of you needing **visa** should start that process in your home countries as soon as possible. Experience has shown that it can take quite a long time for a student to hold such a visa in his/her hands. Therefore do apply for the visa as soon as you are in possession of the admission papers to DIA for the requested semester of entry. This Letter of Admission will be emailed to you, Should you require the original hard copy please reply to that email accordingly.

It is important to know that you will only obtain a student's residence permit to Germany if you can provide proof of sufficient funding for the time you want this permit for.

At present, foreign students must prove that they have at least 8.040 euro per year at their disposal (about **670 euro per month**).

There are two options that are recognized as proof: In case your parents (or others) are coming up for your expenses they need to have accreditation by the german embassy. This procedure can take a while and might mean additional fees. Option two is mostly regarded easier: opening a german bank account with the amount of money needed for at least one semester (6 month) and ask the bank then to create a „blocked account“.

Do check in with the homepage of DAAD where information is always updated!

<http://www.study-in.de/en/>

The DIA Master Program does not offer scholarships. You find other options where you may be able to apply to also with the DAAD.

*Accommodation, Registration, etc.:*

International students need to go through a number of authorities. Please read the following **5 steps** carefully and deal with them possibly in the given order, as this is going to make things a lot easier for you.

In all matters that are related to visa / accommodation / getting settled (bank account, health insurance, registration, etc) the office of **Mrs. Yili Lu, the Campus Coordinator** will support international students of Anhalt University in Dessau.

Email: [yili.lu@hs-anhalt.de](mailto:yili.lu@hs-anhalt.de)

phone: (+49) 340 5197 1518

office: Hardenbergstreet number 16, 06846 Dessau  
(Building 16 room 202)

Step 1: Organise **accommodation** – if you prefer a room in one of the student residence hall you need to apply for a room via an online portal. Please do so immediately, as rooms are allocated on a first-come-first-serve basis.

URL: <http://tl1host.de/SWAL/>

(at [www.studentenwerk-halle.de](http://www.studentenwerk-halle.de) > wohnen > Online WH-Bewerbung)

Step 2: Open **bank account** - if you have the possibility to open a bank account on a german bank institution (e.g. Deutsche Bank, Dresdner Bank) from your home country, we recommend to do so. Otherwise you have also the possibility to open a bank account after your arrival in Dessau. For this you'll need a your passport and a copy of it.

Step 3: Get a **health insurance** - to enrol as a students in a german university you are required by law to have a health insurance that fits german laws. You can choose any insurance company that offers insurances according to these regulations. The school strongly suggest you take up a public german insurance company. It costs around 70,-€ and you can be sure everything is covered, as we had problems with international insurances before. You can do that when you are here, what you will be asked for are a german bank account (see #1) and again your passport.

Step 4: **register at town hall Dessau / Foreign Office** – In Germany, every resident is bound by law to register at their local council. With this initial registration you only need to bring

- your passport / ID
- housing contract

The authorities will issue a registration document for you; do keep this!

At some point, depending on your visa regulations, you will also need a **residence permit** - do check the visa-regulations that apply for you!

In most cases you will obtain a travelling visa / entry visa in your home country. Within the period this is valid you need to extend it / obtain a student's residence permit (see first page).

You do this also at the Town Hall Dessau / Foreign Office. For this you will be asked to present the following documents:

- Confirmation of health insurance (see #3)
- Proof of the availability of approx. 670.- € living expenses /month (see first page)
- letter of admission from Hochschule Anhalt / students ID
- 1 headshot (possibly biometric)
- 100,-€
- Housing contract (see #1)

**Step 5: register at Hochschule Anhalt / Student Secretariate (ASA)** – finally you enrol here at school with the registrar (this may be done before October 1<sup>st</sup> but also within the first week of the semester)

Mr. Todte

Student Service Center (SSC), Campus Dessau,  
Building M (Mensa-Building) / room 201

Office Hours: Tuesday and Thursday 9 – 12:30 and 1:30 – 3:30

You will be asked for

- passport + visa
- confirmation of admission from Hochschule Anhalt
- registration document from town hall (see #4)
- proof of health insurance (see #2)
- proof of the payment of the students fee

**YOU FIND DETAILED INFORMATION ON ANY PAYMENTS IN THE DOCUMENT „FINANCIAL INFORMATION”!**

Have a safe trip and looking forward to having you at Anhalt University Dessau!