

List of Offices and Institutions in Charge - Neu-Ulm & Ulm

 TASK	 NECESSARY DOCUMENTS	 INSTITUTION IN CHARGE <small>ADDRESS AND OFFICE HOURS</small>
<p>Registration seat of residence in Germany</p> <p>Register for being a new resident in Neu-Ulm/Ulm</p>	<ul style="list-style-type: none"> • Passport or ID • „Wohnungsgeberbestätigung“ (confirmation of landlord) 	<p>Bürgerbüro Neu-Ulm (Registration Office Neu-Ulm for any nationality)</p> <p> Petrusplatz 15 89231 Neu-Ulm Phone: 0731/705-077-7</p> <p> Mon, Tues: 8am -5pm Wed, Fri: 8am - 1pm Thurs: 8am - 6pm Sat: 9am - 12pm</p>
<p>German Health Insurance</p> <p>Get a valid student health insurance in Germany</p>	<p>In order to take out Health insurance with AOK.</p> <p>In order to get your Foreign Health insurance approved, you'll need:</p> <ul style="list-style-type: none"> • Insurance policy (English version) 	<p>AOK (German Health Insurance Company)</p> <p> Jahnstrasse 6 89312 Günzburg</p> <p>Contact: Mr. Moritz Ebner Email: moritz.ebner@by.aok.de Phone: 08221/94-369</p>
<p>Extension of Student Visa</p> <p>Non EU students + Swiss students: extend your student visa to the exact period of stay and apply for a residence permit</p> <hr/> <p>Work Permission</p> <p>for a student job: You have the right to work for 120 entire days or 240 half days during your stay without any additional permission</p>	<ul style="list-style-type: none"> • Registration proof of seat of residence • Passport or ID • Enrolment paper from the HNU • Health insurance proof or document 'exemption from German health insurance' • Biometrical passport sized picture • Proof of financial means = 720€ per month of stay as a bank statement, parent's bank statement or scholarship (English versions) • 100€ 	<p>Landratsamt (Office for Foreign Affairs in Neu-Ulm)</p> <p> Kantstraße 8 89231 Neu-Ulm Phone: 0731/7040-0</p> <p> Mon-Wed, Fri: 7.30am - 12.30pm Thu: 7.30am - 5.30pm</p>
<p>German Bank Account</p> <p>Transfer HNU Student service fees and keep the receipt</p>	<ul style="list-style-type: none"> • Passport or ID • Address in Neu-Ulm • Foreign Tax Identification Number (TIN) 	<p>Sparkasse Neu-Ulm - Illertissen</p> <p> Geschäftsstelle Wiley Edisonallee 1 89231 Neu-Ulm Phone: 0731/709-0</p>