

## Check-list for university enrollment in Freiburg

Sedanstrasse 6, 79098 Freiburg

Monday to Thursday 9.00 a.m. to 12.00 p.m.,

Tuesdays and Thursdays 14.00 to 16.00 p.m.

[https://www.studium.uni-freiburg.de/en/student-services/matriculation?set\\_language=en](https://www.studium.uni-freiburg.de/en/student-services/matriculation?set_language=en)

<ul style="list-style-type: none"> <li>▪ <b>Letter of admission</b></li> </ul>	
<ul style="list-style-type: none"> <li>▪ <b>Health insurance</b> certificate coverage or an exemption from the health insurance requirement</li> </ul>	
<ul style="list-style-type: none"> <li>▪ a receipt confirming <b>payment of your student fees*</b> and administrative fees</li> </ul> <p><u>Cash:</u> at the university's Financial Transactions Office ("Unikasse"). The Financial Transactions Office is located in the administration building (Address: Fahnenbergplatz, 79098 Freiburg) on the 1<sup>st</sup> floor. Office hours: Mon., Tues., Wed. and Thurs. from 8:45 a.m. to 11:45 a.m.</p> <p><a href="https://www.zuv.uni-freiburg.de/service/barschalter">https://www.zuv.uni-freiburg.de/service/barschalter</a></p> <p><u>Money transfer</u> Recipient: Universitätskasse Freiburg Baden-Wuerttembergische Bank, Freiburg (BW-Bank Freiburg) IBAN-Nr.: DE71 6005 0101 7438 5087 68 BIC/SWIFT: SOLADEST (BIC-Code with 8 digits) Reason for transfer: BEW + your applicant number + Your first and last name (ex. BEW62179LenaBaker)</p> <p>*Home university Freiburg: 161 € *Home university Strasbourg: 91 €</p>	
<ul style="list-style-type: none"> <li>▪ <b>enrollment form for international and national students:</b> the form you downloaded. If not, it will be provided on enrollment day.</li> </ul>	
<ul style="list-style-type: none"> <li>▪ If any other documents mentioned in your admission letter, such as a <b>BSC, language certificate, IN ORIGINAL or certified copy</b></li> </ul>	
<ul style="list-style-type: none"> <li>▪ if you are a non-EU citizen: your passport with a valid <b>visa for studies</b></li> </ul>	
<ul style="list-style-type: none"> <li>▪ if you have already studied in Germany: course transcript booklet from your former German university (<b>exmatriculation certificate</b>) and any certificates you earned from examinations at that university</li> </ul>	