

UNIVERSITY OF WISCONSIN EAU CLAIRE

CENTER FOR INTERNATIONAL EDUCATION

Study Abroad



MARBURG, GERMANY:
FALL 2017/ACADEMIC YEAR 2017-2018

Program Guide

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Congratulations on being accepted to the University of Wisconsin-Eau Claire exchange with Philipps **Universität-Maburg**. Living and studying in a foreign culture is both an exciting and a challenging experience. Past participants of study abroad report that the many advantages of international study include:

Gaining new perspectives on a chosen academic field

Increasing understanding of different cultures

Enhancing personal growth

Developing different perspectives on U.S. culture

Gaining self-confidence and independence

Learning skills for the future international job market

It is up to you to determine how you can best benefit from these possible advantages. This is your adventure!

This program guide is to be used in conjunction with the general Study Abroad Handbook. The handbook has information that is valid for all UW-Eau Claire study abroad programs. This guide will provide you with information to assist in your preparation for participating in the exchange. It is designed to complement the handbook, the study abroad orientation, the UW-System Hessen Student Guide, additional information from your peer adviser, and your individual pre-departure preparations.

Please realize that although this guide was written to help you better prepare for your time abroad, and that all of the information available at the time of publishing has been used, it is impossible for any single resource to answer all of your questions. Your peer adviser will email additional information throughout the semester. We also strongly encourage you to contact your peer adviser, the Center for International Education (CIE) study abroad staff, and past program participants with your specific questions. You should also make use of the additional written and web resources listed towards the end of this guide.

Basic questions only you can answer include:

- 1) What are YOUR goals for this experience? Common goals of student travelers include advancement in a future profession, desire to expand personal and academic horizons, need for change, and wish to challenge oneself with immersion in a new culture.
- 2) Given the way the program is set up, how can you best prepare to meet your goals? For example, if one of your goals is to truly be immersed in German language and culture, yet you have the option of taking classes with all international students, how can you ensure that you get out and interact with the local population?

The information in this guide was current at the time of printing, though changes may occur at any time.

GENERAL INFORMATION

The Program

This new bilateral exchange between UW-Eau Claire and Uni Marburg begins in Fall 2017. It grew out of the Hessen-Wisconsin exchange between the University of Wisconsin System and institutions of higher education in the German state of Hessen.

Program Options

Philipps-Universität Marburg/Exchange Not

Erasmus: In this program, you become exchange students at the university and take regular university courses in German or English (if available) with German students.

Philipps-Universität Marburg/IUSP Program:

The IUSP is designed for international students who want to take most or all of their coursework in English alongside German students, while studying German and following the North American Academic Calendar. Marburg's IUSP program is a good bridge for students that wish to study for a semester in Germany, however may not have a high enough German language skill level.

IUSP students begin six weeks prior to the normal German university start date by taking German language (offered at beginner through advanced levels) and culture. Following the introductory period, IUSP students take courses from the university's regular course catalogue; most courses available through this program are taught in English for two hours per week.

All lectures offered through the IUSP, whether taught in English or in German, are supplemented by an additional four hours per week, which are specifically designed for IUSP students (no German students will be in class

during these hours). These additional hours allow IUSP students to complete their courses within an eight-week period and to have a program end date that is much earlier than the normal German university course end date.

Program Application

Exchange

In May, the exchange coordinator at Uni Marburg will e-mail you with the link to the online application portal "Mobility Online", as well as additional information to help prepare for the exchange.

You will need to register in this portal by filling in an online form. Once you have completed the necessary data in Mobility Online, the system will automatically provide you with a PDF file summarizing the data you have entered.

You will need to print out this file, sign it and have it signed and stamped by Cheryl Lochner-Wright in the CIE. Then, you will have to upload a scanned copy of it to Mobility Online.

The deadline for uploading this document is July 15, 2017. Earlier submission is encouraged, since you cannot apply for housing until Uni Marburg has officially accepted you.

IUSP

The IUSP online application opened on March 15. (<https://www.uni-marburg.de/iusp/programinformation/registration>) You received an email inviting you to apply.

Academic Calendar

Exchange

Pre-Semester Intensive German Class: TBD, most likely early September

International Student Orientation: TBD

Wintersemester: October 16, 2017-February 9, 2018

Christmas Break: Dec 23, 2017-Jan 1, 2018.

Semester Break: Feb 10, 2018-April 8, 2018

Sommersemester: Apr 9, 2018 – Jul 13, 2018.

More details are added closer to the semester on this site: <http://www.uni-marburg.de/international/aus/stud/info/kalender>

Special note about fall. Due to the different calendars, it is not possible to do a regular exchange just for fall semester. The IUSP is possible in the fall.

IUSP

The IUSP calendar is similar to a U.S. academic calendar. Fall 2017 dates are:

Depart US: Monday, Aug 21

Arrive in Marburg: Tuesday, Aug 22

Orientation: Aug 22-Aug 30

Intensive Lang Classes Begin: Aug 31

Regular Classes Begin: Oct 16

Classes End: December 15

Dorm move-out: by Dec 20 (tentative)

Tentative dates for the 2017-2018 regular university exchange are below. You will get specific arrival and orientation dates, etc., directly from Uni Marburg. **Please note that arrival dates have been known to change without notice from the date specified in your acceptance letter.** It is a good idea to confirm the arrival date directly with the International Office at Uni Marburg prior to purchasing a plane ticket.

ACADEMICS

Your Study Abroad Handbook has additional information on academic topics such as registration, class attendance, credits and

course load, grades, transcripts, and accessing the UW-Eau Claire library while abroad.

Program Prerequisites

To participate in this exchange program, you must be in good standing (academic, conduct and financial), complete required prerequisite courses, and have the minimum 2.5 GPA specified.

CIE will check your standing and grades at the end of the semester prior to departure. If you are on probation, we will need to check with Uni Marburg to see if you will be allowed to participate. **If you have been suspended, you will not be allowed to participate in the program.**

Exchange Pre-Semester German Class

Uni Marburg usually offers a 6 ECTS (3 UWEC) credit “Studying in Marburg” pre-semester preparation course for students in the regular exchange (not IUSP). You will receive registration information via email directly from Uni Marburg once you have been accepted. **We strongly recommend that you take this course.** In addition to getting you comfortable with academic German prior to beginning regular classes, the courses often function as an extended orientation program. This can be of great help in working through the course registration system.

The estimated course fee is 300 Euro and is NOT included in the fees you pay to UW-Eau Claire.

Course Offerings

Exchange

The following links take you to Uni Marburg course information. Note that the schedule for

17-18 will not be published until July or August; use the current year's offering as a guide.

- [Regular university courses offered in English](#)
- [On Line catalog of regular university courses offered in German or English](#)

Most departments at Uni Marburg present their course information in the same format. You will choose the "Fachbereich" you are interested in, then choose "Bachelor". You will then find course titles. Descriptions may or may not be there.

International Undergraduate Study Program (IUSP) at Marburg

- [Academic curriculum and course list](#) for past IUSP semesters are here. The specific courses for Fall 2017 will not be published until sometime in the summer. You will be notified when the updated list is available.

Credits and Course Load

You are required to carry a full load (12-18 credits/semester). Uni Marburg uses the European Credit Transfer System, or ECTS. The conversion of ECTS credits to UW-Eau Claire credits is simple: Two ECTS credits equal one UW-Eau Claire credit.

To make sense of this: to earn 12 UW-Eau Claire credits, **you will need to register for at least 24 ECTS credits**. Classes may carry anywhere from two to 12 ECTS credits, so the actual number of classes you will take can vary a great deal.

Taking more than the equivalent of 18 UW-Eau Claire credits will result in additional per-credit charges at UW-Eau Claire.

Course Selection

As in the U.S., you may only choose courses for which you meet the course pre-requisites. When reviewing course lists, pay special attention to any pre-requisites based on prior learning requirements or on the number of completed years of university.

You may be asked to list courses you are interested in taking on your IUSP or Uni Marburg application. **Note that this is not a form of pre-registration.** It is simply an indicator of what types of courses you are interested in taking.

As mentioned the semester course schedule (Vorlesungsverzeichnis) is not published until July or August. The complete listing may not be available until you arrive in Germany.

A few weeks prior to leaving for Germany, begin checking for the semester course schedule. If the course schedule is available, begin researching course options. You can request course equivalencies at this time for courses you are relatively sure you would like to take. Just send the course department, number, title, number of credits, and course description, to [Cheryl Lochner-Wright](#), the Marburg study abroad coordinator, and she will work with the Admissions Office to have equivalencies established. This process can take several weeks.

Exchange Placement Exam

All regular exchange students are required to take a German proficiency exam. In the past, the exam has consisted of a very short section on basic German grammar and usage; a dictation, where you listen to and write word-for-word a text that is read to you; and a Textwiedergabe, where a text is read to you, and you write a summary in your own words. This exam determines whether you need to take

German for Foreigners courses, or can take all regular university courses.

Course Registration

Germany has very strict laws related to students and the sharing of data, which leads to significant differences in the administration of education from the U.S. system. Therefore, registering for courses and receiving a transcript is very different in Germany. This process will call for a bit of flexibility on your part as you simultaneously manage both course enrollment and course transfer between two very different systems.

Exchange

As long as you have completed the necessary forms in the Uni Marburg Mobility Online Portal, you can begin to register for classes as soon the course schedule is available. However, with the exceptions noted below, it is not necessary to do so right away. At the beginning of the semester, you are encouraged to sit in on many more classes than you actually plan to take. This is an opportunity to work out your course schedule and figure out which courses really interest you. Then, by the end of the 2nd week, you register through Mobility Online for the classes you will take.

The exception to waiting to register is if there are Seminare, Pro-Seminare or Uebungen that you wish to take. As these classes have limited seats, Uni Marburg recommends that you register for them as soon as they are available. You can then cancel your registration if you decide in those first two weeks that the class is not what you expected. See more [details here](#).

Through Mobility Online, you will be able to generate your course registration, known as a Belegliste. **Classes can only be included on your transcript if they are in your Belegliste**

in Mobility Online site. There is a [step-by-step explanation here](#).

You will take your Belegliste to the professor in each of the classes you have decided to take, identify yourself as an exchange student so that the professor knows you will need a grade at the end of the semester, and have the professor sign your list. Keep this safe—you will need to take the list back to each of your professors at the end of term!

At the end of the semester, you must take the list back to each of your professors, have them fill in your grade and sign the list again. Then you must sign it and give it to your exchange coordinator in Marburg. If you are not sure to whom you should give it, ask the Uni Marburg International Office.

IUSP

Once the IUSP class list is complete over the summer, you will get an email from the IUSP academic coordinator asking for your preliminary course choice.

During your first week in Marburg, you will have an orientation session on choosing classes. After this session, you will be required to turn in your final class selections. Because the IUSP works on a shortened semester, there is no drop-add period at the beginning the regular university semester.

The IUSP academic coordinator takes care of the formal registration for IUSP students.

Course Equivalencies

As soon as you are registered for classes in Marburg, **log in to your UW-Eau Claire online study abroad account and complete the Course Descriptions questionnaire.** You will find it at <https://studyabroad.apps.uwec.edu/index.cfm?F>

[useAction=Abroad.Home](#). Choose LOGIN from the top toolbar and login with your UW-Eau Claire username and password. You will need to provide the following information for each of the classes you are taking:

- course title
- course number
- course description
- number of ECTS credits
- name of the department you would like credit in

This information will be forwarded to the Registrar's Office, which will communicate with the relevant department chairs. Once equivalencies have been established by all department chairs involved, the courses will be posted to the [Transfer Credit Wizard](#), and you will be able to see them there.

Equivalency timeline: The process of determining an equivalency can take four to six weeks or more. In other words, you will not be able to ask to have equivalencies established for three or four courses so that you can choose which one you wish to take.

Keep all syllabi and academic work. Since you will register for your classes after arrival in Germany, remember to **keep your German syllabi and the work that you have done while abroad for review by relevant UW - Eau Claire department chairs in case you want to petition to have a course substituted for a specific requirement.** The German faculty, in particular, are reluctant to assign course equivalencies until they see examples of work you have done in the class.

Registration for Exams

In addition to registering for the class itself, **you must also register separately for the final**

exam for each class. If you do not, you will not be able to take the exam and you will not get credit for the class.

Exams given in Germany may be written or may be oral exams. If you are concerned about having to produce immediate, grammatically correct, and in-depth verbal answers in the German language, many professors are open to an alternative. Some examples include an oral presentation that you prepare in advance, or a written exam. However, it is up to you to make the request, and ultimately, it is up to the professor to decide how to give the exam.

Grades

Grades will be converted from the Uni Marburg scale as follows:

Marburg-IUSP & Direct Enroll

Point	Percentage	Grade
15	98-100	A
14	95-97.9	A
13	90-94.9	A-
12	88-89.9	B+
11	83-87.9	B
10	80-82.9	B-
9	78-79.9	C+
8	74-77.9	C
7	65-73.9	C-
6	58-64.9	D -
5 to 0	57.9 and below	F

Transcripts Exchange

Because it is the individual student's responsibility to keep record of their academic progress, **transcripts are not automatically generated in the German university system.** Again, you will need to bring your completed Belegliste to the International Office at Uni Marburg **before leaving Germany. If you do**

not do this, it will be impossible for you to receive a transcript.

IUSP

The IUSP academic coordinator will send a transcript to UWEC, typically at the end of January for the fall semester and the end of July for the spring semester.

If you are asked where your transcript should be sent, **be sure to request that an original copy of your transcript be directly sent to Cheryl Lochner-Wright, Study Abroad Coordinator**, at the address on the Contact Names & Addresses page of this guide. The UW-Eau Claire Registrar's Office cannot accept transcripts sent directly to students.

Plan for the future: If the university allows you to request two original transcripts, **request that a second copy be sent to you**. This can be very important if you decide to go to graduate school, because graduate schools often require original copies of transcripts from each university you have attended. Since there is no centralized transcribing system in German universities, it will be virtually impossible to get another original copy of your transcript later.

Transcripts & Delayed Graduation

If you are a senior and are studying abroad for your last semester, please note that the different timelines in grade reporting **will require you to delay your graduation**. The Blugold Central/Registrar's Office must receive grades within 42 days of the last day of the UW-Eau Claire semester in order to confirm your graduation that semester. For example, for May graduation in a UW-Eau Claire semester that ends on May 17, grades must be received by June 28. This is a UW-Eau Claire requirement, and our partners abroad are not expected to change their usual timelines to accommodate it.

Exchange

Transcripts from Uni Marburg are not available until **two to three months after the end of the German semester**.

IUSP

If you hope to receive your transcript before late January (fall) or late July (spring), due to graduation, you can talk with each of your professors and ask that they send your grades to the IUSP academic coordinator earlier than the official grade deadline. You must email the IUSP academic coordinator that you have done so. The IUSP academic coordinator will then watch for these grades to arrive and, if possible, send the transcript earlier. Please note that **it is completely at the discretion of the professor as to whether or not to submit the grade early**.

German Academic System

Traditional higher education in Germany is very different from that in the U.S. Students are expected to learn independently and often work together outside of class to understand or expand upon the materials presented. Short quizzes and daily or weekly assignments are very uncommon. Grades are largely based on class participation, along with one major exam, paper, or oral report (Referat).

The type of classes you take generally determines the type of assessment that will be used.

- A Vorlesung (lecture) will usually have an oral or written exam.
- An Uebung (lab) grade will be based on in-class performance.
- For a Proseminar (introductory seminar), a Referat or a written term paper is usually expected.

- A Seminar (advanced seminar) may require both a Referat and a paper.

You may also notice that the Germans have a different reinforcement method than we use in the U.S. Instead of pointing out and reinforcing your correct answers and good ideas, your teacher will often point out your mistakes. Do not be surprised or feel offended if your teacher points a finger at you and says “Das war ganz falsch!” German students are used to this method from grade school on, but it often intimidates American students at first.

Another difference to note is that “student services” are a relatively unknown concept. The university is there to provide access to academic resources. Unlike most U.S. institutions, German universities do not have the mission of “student development.” University students are considered adults who will work their way through the system, asking questions when necessary. As a newcomer to the system and the culture, you will find it necessary to ask questions often!

Differences in Terminology

There are differences in English terminology between the U.S. and Germany. Sometimes the same English word is used to describe two different things and other times different English words are used to describe the same thing. Below is a list of terms that have historically caused confusion for U.S. students studying in Germany, even those studying in English.

Faculty vs. Department: In Germany, what you might think of as a “department” or “college” is referred to as a “faculty.” For example, in Germany the “Engineering Faculty” is the U.S. equivalent of a “Department of

Engineering.” Likewise, in Germany, “Faculty” does not refer collectively to the people teaching your courses.

Module: “Module” is another word for “course.”

Titles for Professor: Address your professor as “Professor. Dr. (last name).” Yes, use both titles together to err on the side of politeness!

Advising vs. Counseling: What we would call “Advising” in the U.S. is called “Counseling” in Germany.

Campus: In the U.S., a university campus typically has buildings, facilities and outdoor areas all centralized in one place. While some campuses are large and others quite small, there usually exists a “perimeter” and a university structure within which all “campus life” takes place.

German universities are not typically centralized on a campus. Classrooms, libraries, cafeterias, administrative buildings, offices, and student accommodation may be found in various locations throughout the city. You can expect to walk longer distances between campus facilities or between student accommodation and campus facilities; in many cases you may need to rely on public transportation as well.

Students are therefore members of a much larger community than you may be accustomed to on a U.S. campus. Extracurricular activities, intramural sports, gym memberships, and even student accommodation are through city or student organizations, which are not part of the university.

Freemover: A “freemover” is a student who applies directly to an institution for a semester

or year, but does not apply through a formal exchange. You are NOT a freemover.

ERASMUS & SOCRATES: “Erasmus” is a European exchange program and “Socrates” is an associated program. You are NOT an Erasmus or a Socrates student. However, because you are an exchange student, some information on the Uni Marburg website may apply to both you and Erasmus/Socrates students.

MONEY MATTERS

Information about how payments are made, when they are due, withdrawal/refund deadlines, financial aid, scholarships, budgeting, and how to bring money abroad is in your Study Abroad Handbook.

Cost Estimate

You can find the most current cost estimate for your program, in easily printable format, on the [CIE Hessen webpage](#). Be sure you are looking at the correct term. Remember that the cost estimate includes what you pay to UW-Eau Claire, what you pay to Uni Marburg, and what you pay directly to other vendors.

Exchange Explanation

On an exchange program, each participant pays the costs they would normally pay at their home school. UW-Eau Claire students pay UW-Eau Claire tuition costs, and Uni Marburg students pay Marburg costs, and they switch places. The money paid by the German students is then used to pay the tuition and fees for the UW-Eau Claire students, and vice versa.

No money is exchanged between the universities, and there is no direct monetary

correlation between what you pay in Eau Claire and what you receive in Germany.

What is exchanged is not actual payment, but rather benefits: you should receive the same benefits a typical German student receives, and the German student receives the benefits a typical Eau Claire student receives.

This type of arrangement allows students to participate in programs abroad at the same basic tuition cost they would pay to attend their home university.

Stipendium

Please note that when you are in Germany, you may be notified that you have a "Stipendium" for the program. Some students get very excited as they think this means they are receiving a monetary award, scholarship, or stipend. **What this means is that you do not pay the program fee there, because you have already paid the exchange fee here.** If you are confused by any correspondence from your site about payment, please contact your UW-Eau Claire study abroad coordinator.

Marburg Refund Policy Exchange

Uni Marburg may have fees that are non-refundable immediately after acceptance to the program. Please read all acceptance materials carefully.

IUSP

Please note that if you withdraw anytime after Uni Marburg initially accepts you, you are responsible for a 500 Euro fee, in addition to any UW-Eau Claire fees that are non-refundable at that time.

All withdrawals must be in writing.

Currency Exchange

The currency of Germany is the Euro. One Euro has 100 cents. There are 8 euro coins, ranging in amount from 1 cent to 2 euros. Coins have different designs in the various countries that use the Euro. Bills range from €5 to €500 and have a standard design across countries.

The exchange rate as of March 17, 2017 was 1 euro = \$1.19342 US. You can find current exchange rates at <http://www.oanda.com/currency/converter/>.

HEALTH & SAFETY

Additional information on these issues, as well as on CISI insurance, is included in the Health Issues and Safety Abroad sections of your Study Abroad Handbook.

Before You Go

In addition to the general health precautions listed in your Study Abroad Handbook, you should consult your physician to see if you should receive any other vaccinations, depending upon the type of travel you plan to do.

Medical Facilities in Marburg

If you need medical attention in Marburg, the International Office at Uni Marburg can help you make arrangements.

Counseling Services

There are English-speaking psychologists in Marburg, and students can contact them directly or ask for assistance at the International Office.

<http://www.studentenwerk-marburg.de/en/counselling/pa.html>

Safety in Germany

Information on crime, road safety, drug penalties, and terrorist activity in Germany is available online at <http://travel.state.gov/content/passports/english/country/germany.html>.

Emergency Contacts

General emergency procedures are described in the Study Abroad Handbook and Uni Marburg international office staff are available if difficulties arise. You will receive an emergency contact card at your second program group meeting. **Be sure to keep it in your wallet at all times.** The information is also on the Contact Names & Addresses page of this guide.

REQUIRED DOCUMENTS

Passport

General passport information is found in your Study Abroad Handbook.

Visa

A visa is official permission to temporarily reside in another country and is granted by the government of that country. Basic information about the current visa options for U.S. citizens for study in Germany will be posted to the Learning Content section of your UWEC online study abroad account after spring break.

You will need to apply for a residence permit shortly after arrival.

PACKING TIPS

In addition to the general packing information in your Study Abroad Handbook, you should know the following about Germany:

Documents

Please see the Visa Information: Germany document in the Learning Content of your online study abroad account for a list of documents should you pack on your person/in your carry-on for travel to Germany!

Clothing & Weather

The climate in Germany is somewhat milder than the climate in Wisconsin, but you will still want clothing for all weather. Attire at the university will be casual, with jeans and sweaters the primary clothing of choice.

General packing suggestions include taking clothing that is washable and does not wrinkle easily. Past students suggest choosing a color scheme and bringing mix-and-match clothing. Bring garments that can be worn interchangeably and that you can layer. Dark colors show less dirt when you travel.

What to Pack

You will receive a suggested packing list from your peer adviser during the semester prior to departure.

Appliances

The standard electric current in Europe is 220 volts. U.S. appliances such as hair dryers and razors run on 110 volts. If you plan to bring these appliances, you will need to buy **both a converter and plug adapters for the various countries**. Travel hair dryers and razors, which are relatively inexpensive, usually are convertible and need only a plug adapter.

ARRIVING IN GERMANY

Travel Arrangements

It is your responsibility to make travel arrangements to Uni Marburg. Again, you will receive specific dates in your acceptance letter; you should not make your travel arrangements prior to that. A list of student-oriented travel agencies and instructions for booking a flight are included in your Study Abroad Handbook.

You will most likely fly into the Frankfurt am Main international airport. You are responsible for traveling from the airport to your host institution on your own. From the airport, you can take a train to your host city. Check rail connections at:

http://www.bahn.de/p_en/view/index.shtml

Getting to Marburg

Uni Marburg has information on [getting to Marburg from Frankfurt](#) on their website.

The IUSP picks students up at the Hauptbahnhof (main train station) in Marburg on the designated arrival day. Students on the regular exchange will receive information about getting to their housing.

SETTLING IN

Checking In

When you arrive, you will need to bring several forms and materials to the International Office at Uni Marburg.

- Passport
- Official Letter of Acceptance from Uni Marburg (Zulassungsbescheid)

- Official Letter of Acceptance from your UW-Eau Claire (you received this at orientation)
- Proof of UW System insurance (your card, printed from the CISI portal, and a copy of the full policy)
- Receipts for any fees you pre-paid to Uni Marburg or for your housing
- An official passport-size photo

Once you register, you will receive your student ID card (Studienausweis) and coupons that prove your student status at Uni Marburg (Studienbescheinigungen). The Studienausweis and your passport will be your “ticket” (Semesterticket) for free public transportation and discounts at many stores, restaurants, and bars.

Register every semester: Note that if you are staying for the academic year, you must complete this process at the beginning of **each semester**. If you forget, you may have to pay additional fees.

Orientation Exchange

Uni Marburg offers a multi-day orientation program, either before the beginning of the pre-semester course, or shortly before the beginning of the actual semester. You must attend one of these orientations. Find [details here](#).

IUSP

The IUSP conducts its own orientation at the beginning of the IUSP semester.

Housing

Your acceptance email from Uni Marburg will include details on how to request student housing via their online form.

A few students have chosen to find their own housing in shared apartments (Wohngemeinschaften, or WGs); however, you should be aware that housing in German university towns is at a premium. If you choose not to live in the dormitories, you are completely responsible for making all your housing arrangements.

German dormitories are not like their U.S. counterparts. Most have single rooms. Some have private showers in the rooms while others have sinks, with a shared bathroom down the hall. Most have a shared kitchen. If they are apartment-style facilities, there may be as many as eight bedrooms sharing the bathroom and kitchen facilities.

When you check in with the dorm secretary, you will receive a key to your room, a mailbox key, and a key for one of the cupboards in the kitchen. Once you have moved in, ask someone which refrigerator compartment (Fach) you should use. You will also receive bedding from the secretary. This usually consists of a pillowcase and sheets. A pillow and duvet (comforter) are found inside a cupboard at the head of your bed.

Laundry

Most dormitories have their own (limited) laundry facilities. They operate on special tokens (Waschmarken), which you are advised to buy in large quantities, since you cannot always find someone to buy them from when you need them.

Most German students do not use their tokens on the dryers; instead, they hang their clothes on the drying racks in the dorm bathrooms. You may want to buy your own rack after you arrive.

Food

University Cafeterias

There are no meal plans at Uni Marburg. There are two university cafeterias (Mensen). Mensa meals are fairly inexpensive (1.5 – 4 €). You will need a U-key to pay for meals at the Mensen. The red key is available at the cafeteria, where you have to pay a 5 € security deposit to get it. The key is electronically loaded with money which is deducted by computer-based cash registers every time you buy a meal.

Student Residence Kitchens

The Mensen are open very limited hours, so you may also do quite a bit of cooking in your dorm. You will be assigned a locking cupboard where you may store your food and dishes. Some kitchens are equipped with everything (pots, pans, utensils, mugs, etc), and you pay a small fee to share them with your floormates. Others have little to nothing, in which case you'll need to buy some basic dishes.

It is not uncommon for people sharing a kitchen to do some grocery shopping and cooking together. Cooking your own meals is a great way to save money and also a great opportunity to meet and make friends with the students that live on your floor. You may want to bring a few American recipes (with metric conversions!) to make for new friends.

Where to Buy Food

The major supermarkets in Marburg are:

Rewe - this is a big and reasonably priced supermarket not far from the university.

Lidl - this one's located near Rudolphsplatz, and it's the dollar store of grocery stores, if eating cheap is your thing.

Pennymarkt - also a very cheap food store. This one is conveniently near the train station,

but on the street heading away from the city center.

Edeka - just off Bahnhofstraße (the street that leads from the train station). It's kind of hidden, but look down side streets **to the right** as you're walking away from the station and you'll find it. Edeka is one of the better stores to find *Bio* (organic) products.

Don't forget your **REUSABLE BAGS**! You can purchase a reusable bag from the store, otherwise they will charge you for a paper bag.

In addition, most drink receptacles have "Pfand," or return deposits. This means most bottles and cans can be returned for cash. If the bottle has the "Pfand" logo, do not recycle them. Bring them back to the grocery store, put them in the Pfand machine, and cash in your receipt at the register!

Restaurants

You'll also want to eat out, at least occasionally. Things to keep in mind:

Water: Germans love their sparkling water. When you go to a restaurant and ask for water, that's what you'll get, and **it is not free**. If you want tap water, ask for "Leitungswasser."

Silverware: Fork in the left hand, knife in the right, and try to not put them down between bites! You'll get used to it.

Special Diets: If you're vegetarian, or have diet restrictions, German restaurants have vegetarian and sometimes gluten free dishes and will often accommodate you by making a dish without meat or with a wheat alternative.

When you're done: put your fork and knife parallel across your plate to signal the waiter/waitress that you're done eating.

Etiquette: Europeans enjoy sitting for long periods of time to enjoy a meal or drink, and the staff in their restaurants typically won't be in a rush to get you out (unless they're closing for the night).

Getting the bill: You'll need to ask for your check ("Zahlen, bitte") and you normally pay the waiter directly at your table. People often split the bill, so be able to tell the waiter what you ordered.

Tips: in Austria and Germany, waiters and waitresses don't depend on tips to complete their salary, but it's still important! It should reflect the quality of the service. A good general rule is to round up to the nearest Euro or two with good service, and maybe a few more if the service was excellent. **For example:** if you have a bill of 11,30€ - just give the waitress 12€ and say "Stimmt so," which means you don't want change.

BUT: if you have a bill of say, 15,80€ and want to give 17€ but only have a 20€ note, give the waiter/waitress 20€ and say "Drei zurück, bitte." They will then keep the 1,20€ tip.

GETTING INVOLVED

There are many opportunities to get involved in Marburg. Advance planning is key! Here are some suggestions from Uni Marburg.

Tandem Language Partners

A "tandem" partner is a German student who is looking for a German/English language exchange. Because German students will be on semester break during your first few months in Marburg, it is strongly recommended that you try to connect with someone in advance. To do so, visit this website:

http://www.uni-marburg.de/sprachenzentrum/sprachen-tandem/index_html-en?set_language=en

Posted Announcements

If you look around while in Marburg, German students who are looking for someone they can practice their English with often post advertisements in the university buildings. The English speaker in turn can practice their German. Partners can arrange meetings around their own schedule as they please.

Church Services

For those who are interested, past students have also attended church services and had a lot of success getting involved with activities through people they met there.

University & Community Organizations

A few other examples of activities that past students have been involved with include the university band, intramural lacrosse, and dance lessons at a local dance school. University students are constantly standing outside of the Mensa handing out flyers for upcoming events. You just have to keep your eyes open and not be afraid to try new things.

Going Out

Note that the culture surrounding going to a bar is very different in Germany than it is in the U.S. The primary purpose is to talk with friends and meet new people. You may have a drink while you are there, non-alcoholic is always an option, but the focus is not on the drinking. It is rare for a German student to be drunk in a public venue.

COMMUNICATION

Information on accessing/forwarding your UW-Eau Claire email address and on using your computer for international phone calls (SKYPE) is in your Study Abroad Handbook.

Internet

Only about half of the Uni Marburg dorms provide Internet access. **Plan on NOT having it and be pleasantly surprised if you do.** If your dorm is connected, you will have to pay a fee for service. If it is not, it is very common that students on your floor will have a Wi-Fi router. Past students recommend that you ask around your floor or post a sign in the lobby, asking if anyone has Internet. If you find someone, you just pay them 5-10€/month to share their internet with you. Otherwise, the academic buildings all have free Wi-Fi.

E-mail

There are computer labs in the library and in various other departments. You must use your Uni Marburg account to log in.

Snail-mail

International airmail takes seven to ten days to cross the Atlantic in either direction.

Telephone Information

You will not have phones directly in your rooms, but public phones or phone booths can be found in common rooms or outside the dorms. Some take coins; others only take phone cards. See individual university web sites for details.

From the U.S. to Germany: If you want to call someone in Germany before you arrive, you must first dial 011, which is the international dialing code. Next, you dial 49, the country

code for Germany, then the city code, and the rest of the number.

CULTURAL NOTES

Greetings & Good-byes

Germans are used to greeting and taking leave of one another. When you meet someone on the street or at a meeting, first you shake hands, greet the person and make polite inquiry about the person's everyday life. (Did you have a good trip to school? Did your test go well yesterday?) Then you can get on to business.

When you take leave, you again shake hands and say a few words of departure. (Have a good evening. Have a good trip home. My regards to your parents.)

Punctuality

This is a stereotype, but Germans, in general, are punctual. One can usually count on a German to arrive on time or a little early to an appointment or date. If you have an appointment for a certain time, be there a few minutes early. If you are late, even by a few minutes, apologize and give the reason for your tardiness. Being late shows a lack of respect for the other person.

Tell It Like It Is

Some German customs may take you some time to get used to. One common trait is the tendency to be quite direct at times. (This tendency also exists in parts of the U.S., although not in the Midwest.) Try not to feel insulted or that you are not liked if someone tells you something you wouldn't have mentioned to them. To many Germans, it is just an observation to say that you look like you've gotten fatter, or that they think you're lazy

because you don't spend enough time on homework.

Crossing the Street

Learn to wait at the sidewalk until the green person on the traffic light appears before you cross the road, regardless of traffic. Otherwise, you may find yourself in a situation where you have to test your German with the police.

Store Hours

Unlike in the U.S., retail employees in Germany are entitled to working hours similar to everyone else. Some stores and banks are closed from 12:00 noon to 2:00 p.m. for lunch. They may also close as early as 4:00 or 6:00 p.m. Some offices close at noon every day except one or two days a week. Stores and offices are usually closed Saturday afternoons and Sundays. This requires you to plan ahead for your shopping.

TRAVEL WHILE ABROAD

See additional travel information in your Study Abroad Handbook.

Train Travel in Germany

Check out the Deutsche Bahn web site at; <https://www.bahn.com/en/view/index.shtml> for the best train deals within Germany.

If you plan to travel within Germany, you can buy a "Junior Bahncard." It gives you 50% off the ticket price in Germany and is valid for a year from date of purchase. The "Schoenes Wochenende" ticket is another money-saving option. Details are on the web site!

Bus Travel in Germany

Long distance, or coach, buses, are not as quick and accessible as the train but do tend to be less expensive. Details here:

<https://www.flixbus.com/>

WEB RESOURCES: HESSEN

Government	Travel / Culture	Country
Political Resources: Germany http://www.politicalresources.net/germany.htm	All About German Culture http://www.germanculture.com.ua/	Germany https://www.cia.gov/library/publications/the-world-factbook/geos/gm.html
Political Resources: European Union http://www.politicalresources.net/eu.htm	German Culture http://www.medknowledge.de/germany/general/german_culture.htm	Destination: Germany http://www.lonelyplanet.com/destinations/europe/germany
	German Language http://en.wikipedia.org/wiki/German_language	Map of Germany http://www.lib.utexas.edu/maps/germany.html
	Jugendherberge Deutschland: Hostels http://www.jugendherberge.de/	About Germany http://en.wikipedia.org/wiki/Germany
	Deutsche Bahn AG http://www.bahn.de	

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drop the "011-49", add a "0", and
dial the rest of the number.

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(715)577-9045

If you have an after-hours
emergency, please call
University Police at the number
above. Calls can be made to
this number 24 hours a day. You
may get an answering machine;
however, an officer is alerted as
soon as you have left your
message. Be sure to give the
officer the phone number you
can be reached at, as well as
what type of assistance you
require.