

# First Steps in Augsburg



## Checklist for International Researchers



### Registration of Residency



After your arrival, you have to register your residency within the first two weeks in Augsburg if you are staying longer than 90 days. Registration differs depending on citizenship:

#### Nationals from EU

For EU nationals there are two different options:

- Either arrange an appointment at the responsible [Citizens Advice Bureau](#) (Bürgerbüro) of the city of Augsburg
- Or [online registration of residency](#), with online ID function (see [requirements](#))

You can apply for a [Certificate of Conduct](#), which is usually required for employment at the university, at the [Citizens Advice Bureau](#) (Bürgerbüro), too.

#### Nationals from Non-EU, EEA & Switzerland

- **Non-EU nationals via §18d researchers/§16b students, EEA & Switzerland:**  
Register your residency at the city of Augsburg via the [Academic Immigration Office](#)
- **All other non-EU nationals, e.g. "Chancenkarte":**

Register at the city of Augsburg via e-mail: [aufenthalt@augzburg.de](mailto:aufenthalt@augzburg.de)

You can apply for a [Certificate of Conduct](#), which is usually required for employment at the university, at the same time as registering with the city of Augsburg via the [Academic Immigration Office](#).



### Residence Permit (only for Non-EU Nationals)



#### Non-EU nationals via §18d researchers/§16b students:

If necessary, apply for a residence permit in due time via the [Academic Immigration Office](#), if necessary, apply for a statement of comparability via [ZAB](#)

#### All other non-EU nationals, e.g. "Chancenkarte":

If necessary, apply for a residence permit in due time via the [Foreigners Registration Office](#) of the city of Augsburg



### Open a German Bank Account



- [Opening a bank account](#) at a local bank is only possible after registering your residence with the city.
- You will need the registration certificate, your identity document and your tax identification number, which will be sent to you by post after registration.



### Insurance



- Make sure that you take out [health insurance](#) that is sufficient for the purpose and the entire duration of your stay in Augsburg.
- Consider whether you would like to take out [additional insurance](#). In Germany, it is particularly recommended that you take out personal liability insurance and personal legal expenses insurance.

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## Checklist for International Researchers



### Campus Card and Ticket for Public Transportation



- Register for the Campus Card for [employees](#), [students](#) or [guests](#), which also gives you access to the university library and allows you to pay in the canteen.
- Find out about the various [AVV](#) (public transport in Augsburg) ticket options. Enrolled doctoral students can use the Campus Card to travel free of charge in zones 10-20 and receive a discount on the [Deutschlandticket](#).



### Rental Matters



- Depending on your rental contract, you may have to register for the [licence fee](#). Almost everyone whose place of residence is registered in Germany must do this.
- If this is not included in your rental contract, make sure you sign a contract for internet, electricity, etc. in due time.
- Learn about the standards for apartment care that are customary in Germany.



### Enrollment Doctoral Candidates



In consultation with your chair, decide whether [enrollment as a doctoral candidate](#) is an option for you and complete the process if applicable.



### German Courses and University Sports



- Find out about the [German courses offered by the Language Center](#) and, if interested, read the [information on course registration](#).
- Find out about university sports (Hochschulsport) and check the [current course offerings](#) and [registration deadlines](#).