

# Master of Public Policy Handbook for Students



**UNIVERSITY  
OF ERFURT**  
Willy Brandt School  
of Public Policy

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# Dear Prospective students,

We are excited to welcome you to the Willy Brandt School of Public Policy!

To ensure you have a smooth start to your studies, we have created this handbook to help you plan and prepare for your journey to Erfurt. It provides step-by-step guidance on everything from admission to enrollment, as well as insights into student life at the Brandt School.

The structure of this handbook follows the key milestones on your path from admission to the start of your studies:

## Key Timeline

- **As soon as possible:** Apply for a visa (if required)
- **Starting from April 1:** Apply for student housing
- **Starting from June 15:** Request online enrollment (including payment of fees)
- **October 1 to October 4:** Arrive in Erfurt
- **October 5 to October 9:** Participate in Orientation Week
- **October 12:** Start of lectures

This handbook begins with an introduction to the Brandt School, its staff, and the Master of Public Policy program. It then walks you through essential steps to take before arriving in Germany, from securing accommodation to understanding visa requirements. Finally, we provide an overview of what life in Erfurt has to offer—including student activities, shopping, hobbies, and support services.

We hope that browsing through this guide will not only answer your questions but also build excitement for your academic adventure with us!

To **stay informed**, we strongly encourage you to join [our mailing list](#) for prospective and incoming MPP students. You can also become part of our virtual community by following us on [LinkedIn](#), [Instagram](#), and [YouTube](#).

If you have any questions, please don't hesitate to reach out to our Admissions Team anytime via [admissions-mpp@uni-erfurt.de](mailto:admissions-mpp@uni-erfurt.de) or (+49) 361 737 4646.

Welcome to the Brandt School community



Florian Heintze

(Student Recruitment Manager),

on behalf of the whole Brandt School Team

# The Brandt School

The Willy Brandt School of Public Policy is where ambition meets impact. As Germany's pioneering public policy school, it brings together a diverse and driven community from across the globe, united by a passion for tackling today's most pressing challenges. Named after Nobel Peace Prize laureate and visionary leader Willy Brandt, the school embodies his legacy of bold ideas, international collaboration, and transformative change. The Brandt School prepares future leaders to shape policies that matter—whether in government, international organizations, or the private sector. This is where global perspectives ignite innovative solutions. Welcome to the forefront of public policy!



*The Research Building "World Relations – Weltbeziehungen": home of the Brandt School.*

## Website

Willy Brandt School of Public Policy

Front Office: C-19 Forschungsbau  
"Weltbeziehungen" / C19.02.39 (3rd  
floor, room no. 39)  
Max-Weber-Allee 3  
99089 Erfurt

✉ [publicpolicy@uni-erfurt.de](mailto:publicpolicy@uni-erfurt.de)  
🌐 [www.brandtschool.de](http://www.brandtschool.de)

The Brandt School Team is made up of faculty (professors, doctoral students, etc.) and administrative staff who work closely together to make sure you have the best experience during your master's studies.



*The Brandt School Admin Team during our annual Welcome Reception for new students.*



## Brandt School Team

<https://www.uni-erfurt.de/en/brandtschool/the-school/people/management>

# Master of Public Policy (MPP)

The Brandt School's Master of Public Policy (MPP) is a two-year interdisciplinary degree program. It is designed for young academics and professionals who wish to pursue a career in public service, including government agencies, international organizations and the non-profit sector. The MPP program equips future decision makers with the [knowledge](#) and [practical skills](#) they will need to advance the public interest and make sound policy decisions.

Drawn from political science, economics, sociology, public administration and law, the [MPP curriculum](#) builds the skills and knowledge base required of a professional policy analyst. It includes courses in political and economic analysis, statistics, public management and ethics. Throughout the [coursework](#), research and field experience, students develop their understanding of the policy process and the institutions and actors involved in that process.

The MPP is a great fit for those who want to put their knowledge into practice right away. It's a practice-oriented, non-consecutive Master degree with a standard duration of four semesters, or two years of full-time study, resulting in 120 credit points (ECTS). It's a level 7 degree in the European Qualifications Framework (EQF), so it's a solid foundation for your future.

For a first orientation on the curriculum and content of the program, you can check out the [model study plan](#) and detailed overviews of past academic schedules on our website. In Germany, the academic year is split into two semesters: the winter semester (October to March), and the summer semester (April to September). You usually have a lecture-free period from mid-July to early October, and from mid-February to early April, respectively.

## MPP at a glance:

- MPP candidates study two years full-time in English, earning a total of 120 credit points (ECTS).
- 3 mandatory core modules: "Fundamentals of Public Policy", "Ethics in Public Policy" and "Research Design"
- Choose 2 from 3 core elective subjects: "Comparative Public Policy", "Public Administration" and "Economics"
- 5 specializations to choose from: "Social Innovation and Social Entrepreneurship", "Global Policy", "Sustainable Development", "Peace and Conflict Studies" and "Digital Policy and Artificial Intelligence"
- Train and apply academic analysis: qualitative, quantitative, mixed, or method experiments
- Get professional practice and apply analytical skills: individually during an internship and team-based during a Capstone Course, consulting an external client on a real policy-problem
- (Continue to) learn German or another language
- Optional academic exchange semesters at selected partner universities such as Central European University Vienna, El Colegio de Mexico, INPUMA Kuala Lumpur, and Hebrew University Jerusalem
- Mentoring and counselling through faculty, staff, and senior students

# Visa Information

Students from EU member and EFTA member states do not require a student visa or a residence permit. Some other nationalities do not need a student visa to enter Germany. They can apply for a student residency permit directly in Erfurt. International students from most countries, however, must apply for a student visa at the German Embassy or the nearest German Consulate in their home country to enter Germany. Please check the visa conditions for your nationality with the local German Embassy or Consulate. The [German Federal Foreign Office](#) also provides an overview and general information.

In general, the following documents must be submitted for a visa application:

- Admission letter from the university (“Zugangsbescheid”)
- Proof of sufficient financial means for the duration of the period of your studies in Erfurt (approximately 992 EUR per month; check with the Embassy in your home country for the exact amount)
- Original or certified true copy of your educational documents
- Other documents as required

Requirements may vary from country to country. Please inquire before visiting the Embassy! Processing a visa application can take several months. **Please start the process as soon as possible.**



# Finding Accommodation

If you are looking for an accommodation in Erfurt, you have some options. For example, you can look for a shared apartment (WG), a single apartment, or student housing, which is run by the [Student Services Organization](#) (Studierendewerk Thüringen).

The Studierendewerk Thüringen offers housing in several student dorms on and off the university campus. If you consider student housing, **you'll need to apply as early as possible, once their portal opens on April 1:**

<https://www.stw-thueringen.de/en/housing/residential-homes.html>

If you applied for a room in the student dorms, the Studierendewerk Thüringen will inform you on the outcome. However, this may take until September. Please make sure to closely follow their instructions to constantly indicate that you are still interested in a room, in the meantime. The rental period is usually for one semester, i.e. from October 1 to March 31. The student dorm administration will directly deal with your paperwork and set up an appointment for signing your contract and picking up your keys, etc.

If your application for a dorm room is unsuccessful, if you plan to arrive a few days before the room is available, or if you prefer to live off-campus, here is a list of comparatively inexpensive accommodations for your first few nights in Erfurt. The following list is random and has no preferential ranking.

The Brandt School has no private or business relations with any of these businesses and assumes no liability for those choosing to stay there based on this list.

Please note that finding a furnished apartment off-campus might be difficult, as such apartments are rare and pricier than more than unfurnished accommodation.

## Opera Hostel

Walkmühlstr. 13, 98084 Erfurt

☎ +49 / 361 / 60 13 13 60  
☎ +49 / 361 / 60 13 13 66  
🌐 [www.opera-hostel.de](http://www.opera-hostel.de)  
✉ [info@opera-hostel.de](mailto:info@opera-hostel.de)

## Youth Hostel Erfurt

Hochheimerstr. 12, 99094 Erfurt

☎ +49 / 361 / 5 62 67 05  
☎ +49 / 361 / 5 62 67 06  
🌐 [www.jugendherberge.de](http://www.jugendherberge.de)  
✉ [Erfurt@jugendherberge-th.de](mailto:Erfurt@jugendherberge-th.de)

## Double B

Marbacher Gasse 10, 99084 Erfurt

☎ +49/ 361/ 211 51 22  
🌐 [www.doubleb-erfurt.de](http://www.doubleb-erfurt.de)  
✉ [reservierung@doubleb-erfurt.de](mailto:reservierung@doubleb-erfurt.de)

## Pension Reuss

Spittelgartenstr. 15, 98089 Erfurt

☎ +49 / 361 / 7 31 03 44  
🌐 [www.pension-reuss.de](http://www.pension-reuss.de)  
✉ [info@pension-reuss.de](mailto:info@pension-reuss.de)

## Pension zum Ringelberg

Ludolfweg 6, 99085 Erfurt

☎ +49 / 361 / 2402 0104  
☎ +49 / 361 / 7499 9018  
🌐 [www.pension-ringelberg.de](http://www.pension-ringelberg.de)  
✉ [pensionzumringelberg@gmail.com](mailto:pensionzumringelberg@gmail.com)

## Prize by Radisson

Kurt-Schumacher-Straße 2, 99084 Erfurt

☎ +49/ 421 / 2222 100  
🌐 [www.prizeotel.com/de/hotel-erfurt](http://www.prizeotel.com/de/hotel-erfurt)  
✉ [hello@prizeotel.com](mailto:hello@prizeotel.com)



### Further information about accommodations in Erfurt

[www.erfurt-tourismus.de/en/accommodation-packages](http://www.erfurt-tourismus.de/en/accommodation-packages)

# Enroll at the University of Erfurt

Enrollment at the University of Erfurt can be completed

- Online from your home country
- From June onwards (for the intake in October)
- Inside the university's portal (same login as your application).

While we will provide more detailed instructions via e-mail shortly before the start of the enrollment period, here is a short overview of the most important steps that take you from admission to enrollment.

At some point in June, an e-mail notification will let you know that the university now accepts your online requests for enrollment via the [university's application portal](#). You can log in and start or continue the process as convenient, and you will be guided through the steps inside the portal.

The most important steps to enrollment are:

- Request online enrollment via the application portal
- Pay fees for the first semester
- Provide a proof of student health insurance
- Upload a photo for your student ID-card ("Thoska card")



**Application portal**

<https://hio.uni-erfurt.de/>

## Request online enrollment

You will need to log in and click the "request online enrollment" button. The portal will guide you through the necessary steps. Please already keep in mind that you will be asked to upload some documents (again) during the enrollment process, e.g. your educational documents, a scan of your passport, etc.

In the following chapters, will provide some basic information on the topics "payment of fees" and "insurance".



# Payment of Fees

The first step towards enrollment will be the payment of fees for your first semester:

- Tuition fee (€ 2.100,00)
- Semester contribution + student ID card (€ 357.80)

## Tuition Fee

The tuition fees for the four semesters (two academic years) of the MPP program can be paid either as a whole prior to the start of the program or before each semester starts.

**EUR 2,100 per semester** for the academic year 2026/27 and

**EUR 2,225 per semester** for the academic year 2026/27.

### Further Information

<https://www.uni-erfurt.de/en/brandtschool/studies/admissions/tuition-financing>



## Semester Contribution

Every student at a German public university must pay a semester contribution. The contribution slightly varies from year to year. The current amount for the winter semester 2025/26) is **EUR 337.80** (plus EUR 20 for your student ID-card in your first semester).

One part of the semester contribution covers student and cultural services and contributes to the financing of the student council, the other covers your “Deutschlandsemesterticket”, which entitles you to use almost the whole public transportation system in Germany without additional costs, for 6 months.

## How to pay

Payment is possible as early as mid-June. The invoice is available in the online enrollment feature of the application portal. Choose how you want to pay: early or for the entire program in advance. Use an international bank transfer to submit payment and send us a proof of payment via e-mail to [admissions-mpp@uni-erfurt.de](mailto:admissions-mpp@uni-erfurt.de). We will confirm receipt of the payment to you via email.

You find a more detailed [overview of the budget](#) required for your MPP studies on our website.



### Further Information

<https://www.uni-erfurt.de/en/studies/during-studies/student-affairs/fees-and-contributions>

# Deutschlandsemesterticket

The Deutschlandsemesterticket provides its holders with **free travel** on all city routes of the Erfurt municipal transit authority (EVAG) within the city of Erfurt as well as in Germany nationwide when presenting their ID card or passport on **regional public transport** (regional buses, trams, and trains (often called "RE" trains). It is important to note that the Deutschlandsemesterticket does not apply to faster ICE or Intercity trains, nor does it apply to private transport such as Flixbus or Flixtrains.

After paying the semester contribution and tuition fee, the Deutschlandsemesterticket will be available as a **digital ticket**. This can be ordered through the [VMT \(Transport Association for Central Thuringia\) website](#) and accessed via the [EVAG \(Erfurt Transport Company\) app](#). The validity period of the Deutschlandsemesterticket commences on October 1 and is automatically updated on a monthly basis until the conclusion of the respective semester. Given that the cost of a single-journey tram or bus ticket for Erfurt city is currently EUR 2.70, and that the semester ticket is valid for a period of six months, it will result in a significant financial savings.

Details regarding the access to the Deutschlandsemesterticket will be provided to you after you have requested enrollment.



## EVAG Erfurt

Erfurter Verkehrsbetriebe AG

Schlösserstraße 4 (Anger)  
99084 Erfurt

[www.evag-erfurt.de](http://www.evag-erfurt.de)



## Studium und Lehre

Situated in the university's  
main (pink) building

☎ +49 / 361 / 737 5100  
✉ [studiumundlehre@uni-erfurt.de](mailto:studiumundlehre@uni-erfurt.de)

*Office Hours*  
Mo–Thu 12:00 – 15:00

*Phone Office Hours*  
Mo–Fri 9:00 – 11:30



# Insurance

## Health Insurance

All students in Germany must have adequate health insurance. Show proof of health insurance when enrolling at the University of Erfurt. Please note that this is NOT the same as your travel insurance required for your student visa application. Travel insurance covers you during your trip to Germany. It does not cover your insurance during your studies in Germany.

As a student under 30, you have the right to be insured in the German public health insurance program at the lowest rate. The health insurance policy covers most of the costs of consulting a physician, hospital treatment, and prescribed medication. As a student, you are responsible for your insurance fees and medical expenses. The university is not liable for health-related expenses.

The following health insurance options are available:

- **For students up to 30 years of age**, there is a health insurance policy at student rates (approximately EUR 135 per month) with the local branch of a public health insurance provider (e.g., AOK or TK).
- **For students over 30 years of age**, there is a health insurance contract with a private health insurance company. We recommend that you obtain your coverage from a German provider, as not all international providers are recognized by the University and the Foreigners' Registration Authority. For more information on private health insurers, go to <https://www.health-insurance.de/student/over-30/>
- **Some countries (e.g., the member states of the EU) have bilateral** agreements on health insurance with Germany. Their health plans are recognized in Germany, so you can remain insured in your own country. They have bilateral agreements on health insurance with Germany. Their health plans are recognized in Germany; therefore, you can simply remain insured in your own country. You must obtain the right form to have your health expenses covered. Forms like "E 128", "D 111", or "A/T11" are required. Present the form at the local branch of a public health insurance provider.

Check your health insurance status before leaving your home country and decide on one of the above options. Your domestic insurance provider or the German Embassy can confirm if your existing coverage is valid for your stay in Germany. If you have a valid health insurance certificate, you have the right to visit almost any doctor of your choice at almost no cost. The city of Erfurt has several hospitals and specialized medical centers. Proof of your health insurance status needs to be presented during the process of enrolment. Usually, the health insurance provider will send your status to the university electronically.

## Third-Party Liability Insurance

Every student is required to have adequate third-party liability insurance. Please check if your domestic third-party liability insurance covers your risk in Germany. Otherwise, make sure to purchase one in Germany.

# Planning your trip to Erfurt

The city of Erfurt is located in the **central** region of both Germany and Europe. The city can be accessed by air, rail, or automobile from any direction.

## **Erfurt by plane:**

The airport is situated approximately 10 kilometers from the city center. Passengers can access the city center by utilizing the airport bus or the tram (Line 4), which transports passengers from the airport to the central train station in approximately 20 minutes. However, it is often more convenient to fly to Frankfurt (FRA), Berlin (BER), or Leipzig (LEJ), and then take a train to Erfurt. The airports of Nuremberg and Munich are also viable options due to the direct and expeditious train connections they offer to Erfurt.

## **Erfurt by train:**

The German Railway's (Deutsche Bahn AG) high-speed trains (ICE) offer regular connections between Erfurt and all parts of Germany. Comprehensive information regarding train connections to and from Erfurt can be found at [www.bahn.de](http://www.bahn.de). A direct train connection exists between Frankfurt am Main Airport and Erfurt Main Station.

## **Erfurt by car:**

Erfurt can be accessed via motorways (Autobahn) A 4 and A 71. From the west (Frankfurt/Main), take A 4 (direction Dresden) to "Erfurter Kreuz." There, you should switch to A71 and follow it to the exit marked "Erfurt-Bindersleben." Proceeding along the route, you will encounter signs directing you to "Erfurt-Nord" and "Hauptklinikum / Universität." Conversely, from the east (Dresden or Leipzig), travelers should follow A 4 (direction Frankfurt) until they reach the exit marked "Erfurt-Ost." Proceeding along the route, you will encounter signs directing you to "Zentrum" and "Universität." There is a visitors' parking lot situated behind the university campus, accessible from Mühlhäuser Straße, with complimentary parking spaces available.

## **Brandt School & University by tram:**

A tram stop is located at the primary railway station. Tram tickets can be procured via various channels, including automated kiosks at major stops, the Deutsche Bahn (DB) or FAIRTQ mobile applications, and the EVAG retail outlet. It is imperative to note that if you have not yet activated your Deutschlandsemesterticket or if your arrival occurs prior to October 1, it is essential to purchase a valid ticket, e.g. the "single city ticket" ("Einzelfahrt CityTarif"), currently at EUR 2.70 EUR. To reach the university from the train station, board Tram 3 (direction "Europaplatz") or Tram 6 (direction "Rieth" or "Klinikum") and disembark at the "Universität" (main campus) stop. **The duration of the journey will not exceed 20 minutes.** The main entrance of the University is located directly across the street from the tram stop. The Brandt School is situated within the university campus, in a building designated as "World Relations," which is located to the left of the campus.

# Orientation Week

The Brandt School team offers a Student Orientation Week **from October 5 to October 9 in Erfurt**, i.e. the week before the proper start of classes. In addition to preparing for your studies, you will get to know your fellow students before lectures start, and you will get a first impression of the Brandt School and university campus as well as student life in Erfurt. Therefore, we expect every student to arrive in good time to join us here at the Brandt School on Monday morning, October 5.

As part of the Orientation Week, the Brandt School offers **information sessions** and **helps you get started at Brandt School**. A selection of sessions and events during orientation week:

- Introduction to the MPP program
- Student Life at the Brandt School
- Presentation of the MPP specializations
- Diversity Workshop
- Internship Info Session
- Optional assistance with the setting-up of your university accounts
- Health Insurance Info session
- Group appointment at the City Registration Office
- Guided City Tour
- Offers for international students
- Social gatherings with MPP and other students, and much more

While most of these events will happen during the second week of October, others are scheduled for the following weeks. The final schedule will be available before your arrival.



# Student Government

The student government of the Brandt School serves as the main channel of communication between the Brandt School faculty and staff and its students. The first student government at the Brandt School was elected by the student body in October 2012. The student government is currently in its 11th year with 6 elected members. The Brandt School Student Government also sends one member to the university's Student Council to represent the school and its students.

You find more information on the [Student Government and its current members](#) on our website.

The Student Government organizes panel discussions, informal get-togethers and fundraising events during the semester but most importantly: Their members make sure to provide us much assistance as possible during the onboarding process for new MPP students.

# Buddy Program

Prospective students who have requested enrollment from June onwards will receive access to the Student Government's Social Media group and an invitation to its Student Buddy program where senior students help incoming students to navigate the exciting period immediately before and after arrival to Erfurt.

Your student buddy might pick you up via tram from the Erfurt main station and/or pick up your dorm key on your behalf in case you arrive outside of the student dorm administration's office hours, for example. Most importantly, though, your buddy knows exactly what it is like to arrive in a new town, country and academic life – because he or she has been there before – precisely one year before, that is.



*The members of the Student Government during one of their social events for students.*

# City Registration and Residence Permit

Upon arriving in Erfurt, you are required to:

- a) Register your address as a new citizen with the City Registration Office (Bürgeramt). You can either attend one of our guided group appointments during Orientation Week or book an individual appointment online. Please bring your rental documents (Wohnungsgeberbescheinigung), your passport and other important documents regarding your civil status (e.g. marriage certificate) to the appointment.
- b) After having registered with the City Registration Office, you need to apply for a residence permit with the local Foreigners' Registration Office (Ausländerbehörde). This needs to happen either within the first three or the first twelve months or after your arrival – depending on the type of student visa you have been granted. Please check with the Embassy / Consulate for details.

We will provide detailed information about both application processes during Orientation Week. For the residence permit application, you will typically send an email to schedule your individual appointment at the Foreigners' Registration Authority and receive your appointment.

## You will need to bring the following documents with you to apply for the residence permit (the original and a photocopy of each!):

- Your passport
- The completed form “Anmeldung bei der Meldebehörde” (official registration form from the City Registration Office)
- The completed form “Antrag auf Erteilung einer Aufenthaltsgenehmigung” (Application for a Temporary Residence Permit in Germany)
- 1 biometric passport photograph (format according to the guidelines of the German Federal Ministry of the Interior),
- Certification of university enrollment (matriculation) and student identity card
- Proof of health insurance
- Proof of residence (City registration certificate and rental contract)
- Proof of sufficient financial means to cover the living costs for the duration of the study period in Germany
- EUR 110 (unless you have a scholarship from the German government)



### Bürgeramt (City Registration)

Bürgermeister-Wagner-Straße 1  
99084 Erfurt

Book your appointment online.

<https://bit.ly/40MGfS9>

### Ausländerbehörde

Foreigners' Registration  
Authority

Schillerstraße 40  
99096 Erfurt

Office hours: only after prior  
appointment by e-mail

✉ [abh-team1@erfurt.de](mailto:abh-team1@erfurt.de)

## Student Life in Erfurt

The following chapters provide a comprehensive guide to student life in Erfurt, offering insights into what makes the city and its university community such a vibrant and welcoming place. Whether you are seeking opportunities for recreation, cultural exploration, or academic enrichment, this guide will help you navigate life in Erfurt with ease.

In these chapters, you will find detailed information about recreational and cultural activities, including the city's historic charm, its theaters, museums, and lively student events. We also highlight various student groups and projects that foster community, as well as the manifold events and get-togethers we as the Willy Brandt School community organize each semester.

To ensure you are well-prepared for daily life, we provide practical details about the cost of living in Erfurt, estimated at approximately 992 EUR per month, along with tips on budgeting for housing, health insurance, and semester contributions. You'll also find advice on navigating part-time job opportunities, including legal requirements for international students and the support offered by the university's job agency.

For everyday needs, we offer guidance on where to shop for groceries, including nearby supermarkets and the weekly open-air market on Domplatz, as well as dining options on campus, such as the student mensa and various campus cafés.

Finally, the guide outlines a range of support organizations and resources available to international students. These include psychosocial counseling services, migration assistance, and student-led initiatives aimed at promoting diversity and inclusion.

Whether you're looking for academic advice, cultural experiences, or community support, the city of Erfurt, its university, and the Brandt School offer a rich network to help you thrive during your studies.



# Cost of Living and Part-time Jobs

## Cost of living

The cost of living in Erfurt is currently estimated (by the Foreigners' Registration Authority) to be about 992 EUR per month for a single person, all-inclusive. You must be able to prove to the relevant authorities (first and foremost: to the German Embassy when applying for a student visa) that this amount of money per month (11,904 EUR per year) is available to you for your stay in Germany.

### For general orientation purposes, please take the following costs into consideration:

Rent for a room in a student dormitory or in private accommodations	~300 EUR
Safety deposit for a room in a student dormitory	~300 EUR
Health insurance policy	~135EUR/month
Semester contribution	~340 EUR/term
MPP tuition fee	2,100 EUR/semester (academic year 2026/27)
	2,225 EUR/semester (academic year 2027/28)

## Part-time Jobs

It is not very easy to find part-time jobs in Germany, particularly without being perfectly fluent in German. However, with good language skills in German and English and with a bit of luck, you might find a temporary job such as typing or helping out at a company or a long-term part-time job at a call center, factory, restaurant, or bar. The University's Studierendenwerk has set up a student job agency in conjunction with the Erfurt Employment Office. In addition, various departments at the University often hire students for temporary work. If you do find a job, as a foreign student from outside the European Union, you are allowed to work for three months during the semester break or up to 120 days (up to 8 hours per day) evenly distributed over the year or 240 half work days (no more than four hours per day) evenly distributed throughout the year. The local Foreigners' Registration Authority authorizes this. You do not need a work permit from the Employment Office. If you are studying on a scholarship and wish to earn extra money during your stay in Erfurt, you will also need permission from the providing institution. Do not accept jobs and work without the necessary permits, as it could get you into severe trouble! Citizens from European Union countries, from countries of the European Economic Area (EEA), and from Switzerland have a different status under European Community Law. Therefore, the same conditions apply to them as those that apply to German citizens. Since January, 2025, German and international students earning more than 556 EUR per month are required to pay contributions into the German pension fund (paid internships may be treated as an exception from this rule), so your net income will actually be a bit lower than you may expect. These pension fund contributions are transferable within the EU; students from non-EU countries can apply to have their contributions refunded.

### Further Information

<https://www.daad.de/en/studying-in-germany/work-career/side-jobs/>



# Shopping

There are large supermarkets at “Anger”, at the final station of tram line 6 (“Rieth”) and at the “Thüringenpark” tram stop of line 3 (toward “Europaplatz”). A medium-sized grocery store (“Edeka”) is within close walking distance from the university campus and Brandt School. Shops are generally open between 10 a.m. and 8 p.m., Monday to Friday. On Saturdays, closing times vary from 4 to 8 p.m.

Supermarkets have extended opening hours from 7 a.m. to 10 pm on working days. **In Germany, all shops are closed on Sundays.** Gas station and train station shops and some special groceries are the only places open at night and on Sundays, but they offer only a very limited range of groceries at fairly high prices. From early in the morning until approximately 1:30 p.m., you can also buy fresh fruits and vegetables at very reasonable prices at the open-air market on the “Domplatz”.

# Student Dining Hall & Cafés

One of the main tasks of the university’s Studierendenwerk (Student Services Organization) is to provide lunch for students at reasonable prices during the week. Meals in the cafeteria and dining hall (“Mensa”), which – like the dormitories – are operated by the Studierendenwerk, meaning that they are state-subsidized and offer meals at a good value (up to 5.00 EUR for a main course). Vegetarian dishes are available, too.

You can also purchase snacks and sandwiches at the cafeterias.

### More Information

<https://www.stw-thueringen.de/en/dining-halls/erfurt/mensa-nordhaeuser-strasse.html>



**Mensa Nordhäuser Straße**  
(university campus center)

*Opening Hours:*  
Mo–Fr 11:00 – 15:00

**Glasbox**  
(coffee to go at university entrance)

*Opening hours:*  
Mo–Thu 7:45 – 17:00  
Fr 7:45 – 16:00

**Café Hörsaal 7**  
(university campus center)

*Opening hours:*  
Mo–Fr 11:00 – 16:00

**Campus Hilgenfeld** (library café)

*Opening hours:*  
Mo–Fr 09:00 – 20:00  
Sat 10:15 – 16:00  
Sun 13:15 – 16:00

# University and Research Library Erfurt/Gotha

The University of Erfurt boasts one of the leading university and research libraries in the humanities in Germany. While its architecture and infrastructure reflect modernity, the library's origins date back to 1392, coinciding with the founding of the medieval University of Erfurt.

Today, the library spans a gross floor area of nearly 17,000 m<sup>2</sup> and offers over 9,700 m<sup>2</sup> of functional space. Designed by K+P Architects, the library combines aesthetic appeal with exceptional functionality. It features a collection of more than 1.2 million printed works, nearly 31,000 e-books, and access to over 22,000 electronic journals and newspapers. Additionally, users can explore 46,000 rare books from the 16th to 18th centuries, 1,951 manuscripts, and 639 incunabula, including treasures from the Bibliotheca Amploniana.

A high-tech facility, the library is primarily a reference library, providing 500 individual study spaces, 120 computer workstations, five group study rooms, and specialized areas like media and exhibition rooms. Equipped with innovative tools like Swisslog book transport and EasyCheck self-checkout, it ensures a seamless user experience. With weekly opening hours of 78 and annual visits exceeding 250,000, it serves as a vibrant hub for scholarship and discovery.

The library's dedication to digital resources is noteworthy, with over 370,000 euros invested in electronic media in 2023 alone. This commitment ensures that students, researchers, and visitors alike have access to a wealth of knowledge in both physical and digital formats.



## University Library



*Opening Hours*  
Mon–Fri 9:00 – 22:00  
Sat 10:00 – 18:00  
Sun 13:00 – 18:00

*More Information*  
[www.uni-erfurt.de/en/library/](http://www.uni-erfurt.de/en/library/)

# Recreational and Cultural Activities

## Erfurt: A City for Culture, Joie de Vivre, and Student Life

Erfurt, with a population of approximately 215,000, is not only the largest city in Thuringia but also one of the oldest in central Germany, boasting a rich history spanning over 1,250 years. Its strategic location at the crossroads of major European trade routes facilitated its early development as an economic, political, and cultural hub. Prominent figures such as Martin Luther, Johann Wolfgang von Goethe, Friedrich Schiller, Wilhelm von Humboldt, and Max Weber have all left their mark on the city's storied past.

As the capital of Thuringia, Erfurt's central position in Germany makes it a convenient base for travel, with cities like Weimar, Jena, and Eisenach nearby. The city's well-preserved medieval center is characterized by traditional patrician houses, picturesque alleys, and lively squares, offering a unique blend of historical charm and modern amenities.

For students, Erfurt provides a vibrant and enriching environment. The University of Erfurt and the Fachhochschule Erfurt (University of Applied Sciences) infuse the city with youthful energy, fostering a dynamic academic and social scene. The city offers numerous cultural venues, including theaters, museums, and music halls, ensuring a diverse array of activities to suit various interests. Additionally, Erfurt's affordable cost of living and accessible public transportation system make it an attractive destination for students seeking a balanced and fulfilling university experience.

Beyond the city itself, the surrounding region offers abundant opportunities for nature lovers. The nearby Thuringian Forest (Thüringer Wald), with its lush landscapes and scenic trails, is perfect for hiking, cycling, and winter sports. Whether you're exploring the famous Rennsteig trail or enjoying peaceful retreats in charming villages, the natural beauty of Thuringia adds another dimension to life in Erfurt. You will appreciate the balance of cultural vibrancy and tranquil escapes that the city and its surroundings provide.



### Erfurt Tourismus und Marketing GmbH

Benediktsplatz 1  
99084 Erfurt

☎ +49 / 361 / 664 00

✉ [info@erfurt-tourismus.de](mailto:info@erfurt-tourismus.de)

🌐 [www.erfurt-tourismus.de/en/](http://www.erfurt-tourismus.de/en/)

### Tourist Information Thuringia

Willy-Brandt-Platz 1  
99084 Erfurt

☎ +49 / 361 / 37 42 0

🌐 [www.visit-thuringia.com](http://www.visit-thuringia.com)

## Brandt School Activities

The Brandt School, as part of its Master of Public Policy (MPP) program, offers a wide range of initiatives, projects, and events designed to enrich the student experience.

Students at the Brandt School have the opportunity to participate in study trips, project groups and they also engage in publishing their own articles, contributing to critical discussions on policy and global affairs. Additionally, initiatives like the [Commitment Award](#) support students in launching their own social projects, fostering leadership and social responsibility.

The Brandt School's blog, [The Bulletin blog](#), highlights various student activities and provides insights into Brandt School life, policy analysis, and global developments. Complementing this, [The Bulletin Podcast](#), published monthly, features engaging interviews with students, alumni, and researchers, offering a platform to share their experiences and perspectives.

Throughout the year, the Brandt School hosts a variety of events that bring the community together, including the annual [Welcome Lecture](#), the Brandt Lecture, the [Erfurt Transatlantic Dialogue](#), and the [Farewell and Graduation Ceremony](#). The Brandt School Student Government also plays an active role, organizing events such as *Brandt's Afterworks*, which provide networking and social opportunities for students, faculty and the Brandt School community as a whole.



### Further Information

<https://www.uni-erfurt.de/en/brandtschool/studies/current-students/student-activities>



*MPP students throwing their hats during the annual Brandt School Farewell Ceremony.*

## University activities

The University of Erfurt offers a wide range of events, workshops, and activities for students. University-wide events organized by the Student Council (StuRa), such as the *Campus Festival*, bring the entire student community together, fostering a vibrant and inclusive atmosphere. In addition, there are various student groups and communities which focus on their own areas of interest, such as human rights, politics, debate, or creative writing, providing opportunities to get involved in a variety of areas.

One of the most popular student-led activities is the *Unikino*, a campus cinema that provides a shared space for students to enjoy films and a cinema-like experience on campus. Other activities include the university's sports program, the university orchestra, and many offers for international students.



### Further Information

<https://www.uni-erfurt.de/en/university/current/event-calendar>

## Cultural semester ticket

For cultural activities, students often receive a discount or free admission with the cultural semester ticket (Kultursemesterticket), which is part of the semester contribution. The semester ticket gives students access to events and facilities (such as museums, theaters, etc.) without additional payment. To gain admission, students must present their student card (thoska) with "Semesterticket" printed on it at the ticket office of the museum, at the visitor service of the theater and at the evening box office. Please note that the cultural semester ticket does not include the "Domstufenfestspiele" and guest performances at Theater Erfurt.



### Further Information

<https://www.stw-thueringen.de/kultur/kulturticket/kultursemesterticket-erfurt.html>

## International Community Forum

"How long does it take until I get my residence permit?" "How can I find a part-time job?" "How can I open a bank account?" - We know certain information can be very hard to find, especially if you are new in town and haven't built a community-network yet.

To fill in this gap, the University of Erfurt created the International Community Forum (only for enrolled students) on [Moodle](#). It is a bilingual and collaborative tool: anyone with an Email address from the Uni Erfurt can join, post and comment. The forum provides a safe and trustworthy environment for information exchange and mutual help.



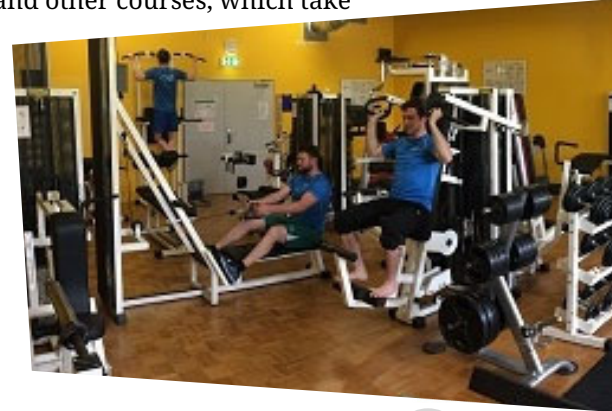
### Further Information

<https://www.uni-erfurt.de/en/university/current/news/news-detail/new-forum-for-international-students>

## The University Sports Center

The University Sports Center gives students and employees the opportunity to exercise and compete in sporting events at a very low cost. One can choose from a wide range of sports. The following is just a small selection of what the University Sports Center has to offer: aerobics, badminton, basketball, (beach) volleyball, gymnastics, soccer, handball, rollerblading, pilates, judo, karate, martial arts/self-defense, weightlifting, tennis, table tennis, track and field, and yoga. After you have received an e-mail address from the University, you will be able to register online for these and other courses, which take place during the semester under the supervision of professionally trained personnel.

The cost is quite nominal and depends on the sport in which you wish to participate.



### Contact

USV Erfurt  
Marian Hartwig  
✉ [info@usv-erfurt.de](mailto:info@usv-erfurt.de)  
🌐 [www.usv-erfurt.de](http://www.usv-erfurt.de)

## The University Choir and Orchestra

Students who enjoy singing – even if they do not study music – can join the **University Choir**. The Choir's repertoire has a broad spectrum of various styles ranging from the early Renaissance to the present day. Rehearsals: Please check the choir's website for up-to-date information on times and locations of tryouts, practices, and concerts.

The **University Orchestra** is made up of students and teachers of the University of Erfurt and the University of Applied Sciences of Erfurt, as well as of external members who accompany and support the orchestra. Classical and modern works are rehearsed each week, usually as a full symphonic orchestra. At least one concert program is rehearsed and performed each semester. New players (e.g., strings, brass, and woodwinds) are always welcome.

Rehearsals:  
Please check the orchestra's website for up to date information on times and locations of tryouts, practices, and concerts.



### Contact

University Choir  
Benedikt Noll  
✉ [benedikt.noll@mail.de](mailto:benedikt.noll@mail.de)  
🌐 <https://bit.ly/4h4uc8z>

University Orchestra  
Sebastian Krahnert  
✉ [sebastian.krahnert@uni-erfurt.de](mailto:sebastian.krahnert@uni-erfurt.de)  
🌐 <https://www.orchester-erfurt.de/>

## International Clubs and Societies

There are local chapters of numerous **international clubs and societies** in Erfurt, such as the German-American Society, the German-Israeli Society, the German-Polish Society, the German-Italian Society, and the German Europa-Union. All these societies aim to bring together people from different cultures. A so-called **International “Stammtisch”** (regular get-together) takes place every third Thursday in a month at 8 p.m. in the Havana Bar (Neuwerkstraße 10). The “Stammtisch” is a good opportunity to meet people from other countries, find new friends, and practice your language skills.

The so-called **“Café International”**, which takes place in “Café Hörsaal 7” on campus every Tuesday evening and presents the culinary and cultural heritage of a different country or region, is especially popular with MPP students. More information: [https://www.instagram.com/cafe\\_international\\_erfurt/](https://www.instagram.com/cafe_international_erfurt/)

## “Strangers become Friends” Project

The project “Strangers become Friends” (Fremde werden Freunde) assigns host families (so-called “Paten”) from the city of Erfurt to international students at the University of Erfurt and at the University of Applied Sciences of Erfurt.

The project’s goal is to assist students in finding contact people beyond the university campus and in becoming settled in Erfurt as quickly as possible. The “Paten” will help them get to know the city of Erfurt, its attractions, and its surroundings, and they will support them if problems occur (i.e. when dealing with bureaucratic matters or if help is needed scheduling a doctor’s appointment.)

Depending on their fields of interest, students may be invited into their host families’ homes to experience German culture firsthand, or they can pursue common hobbies together, such as cultural activities or sports. On the other hand, the “Paten” will want to learn about the students’ home countries and perhaps even practice their own foreign language skills. This way, both the “Paten” and the international students can benefit from the program. If you are interested in participating, you can contact Dana Kittel. You will also receive information about this project during Orientation Week.



**Geschäftsstelle der  
Auslandsgesellschaften**  
Offices of the International Societies

Begegnungsstätte Kleine Synagoge  
An der Stadtmünze 4/5  
99084 Erfurt



### Contact

Dana Kittel  
☎ +49 / 361 / 6700 487  
✉ [fremde-werden-freunde@th-erfurt.de](mailto:fremde-werden-freunde@th-erfurt.de)  
🌐 [www.fremde-werden-freunde.de](http://www.fremde-werden-freunde.de)



**UNIVERSITY  
OF ERFURT**  
Willy Brandt School  
of Public Policy

## Springboard to Learning

Springboard to Learning is a non-profit association which encourages people both to become acquainted with and to gain a better understanding of foreign cultures. The most important task of the association is to bring people together who see heterogeneity as a positive challenge. Springboard to Learning arranges contacts between people of different cultures who wish to broaden their knowledge of other cultures and gain new experience in this area. The association's events for promoting integration encourage attitudes of acceptance, tolerance, and openness.

Springboard to Learning also provides a service for foreign residents in Germany by organizing teaching programs for foreign nationals in schools. Freelance contracts for twelve-hour courses can be set up for this purpose, and the course content is discussed with the teacher at the respective school. Courses in subjects such as music, philosophy, languages, sociology, geography, history, and art can be integrated into this system.

If you are interested in working as a Springboard teacher, you should consider bringing with you authentic, hands-on materials from your home country. Such items can help you bring your culture and origins to life for the pupils and give them insights that cannot be obtained from books. They could include but are not limited to photographs, musical instruments, money, stamps, spices, song lyrics, maps, and fairy tales – in general, anything that can be touched, tasted, seen, worn, smelled, or heard.

## International Campus Erfurt (ICE)

The university group ICE - International Campus Erfurt, is a group of dedicated students who are committed to improving the integration of international students at the University of Erfurt and promoting cultural exchange within the student community. The team has now grown to 15 committed tutors and students, including international students. The ICE offers different projects such as excursions, international Christmas Party, International Welcome Week etc.



### Contact

Nordhäuser Straße 63  
99089 Erfurt

✉ [springboard@uni-erfurt.de](mailto:springboard@uni-erfurt.de)  
🌐 [www2.uni-erfurt.de/springboard/](http://www2.uni-erfurt.de/springboard/)



### Contact

🌐 [https://www.instagram.com/international\\_campus\\_erfurt/](https://www.instagram.com/international_campus_erfurt/)



# Counseling and Support Organizations in Erfurt

There are a variety of counseling and support organizations available in Erfurt to help you should the need arise. If you are facing personal problems and want support from a qualified counselor, contact one of the organizations below. Their services vary from psychosocial counseling to support when facing discrimination.

## STW Psychosocial Counseling (PSB)

Psychosocial Counseling (PSB) is free of charge for all students of the universities of Thuringia, who feel the need to speak with a neutral person about themselves, their situation and their problems, and to receive further support.

Individuals and couples can contact the PSB both with study-related problems and in personal conflict situations. Psychosocial counseling is also available in English upon request.

<https://www.stw-thueringen.de/en/counselling/psychosocial-counselling/>

Monique Weinert  
✉ monique.weinert@stw-thueringen.de

Uwe Köppe  
✉ uwe.koeppe@stw-thueringen.de

Mitarbeitergebäude 1  
Room 108/ 107

Office Hours  
Thu: 15.00 - 17.00  
☎ +49 / 361 / 737 18 30

## Ipsos

Ipsos is a humanitarian organization, active in the field of psychosocial care and cultural dialogue. It helps to care both online and in person. Ipsos trained refugees and people with migration background in providing psychosocial care for people in need. They also offer an online counseling service that is empathetic, effective and culturally sensitive.

[www.ipsos-care.com/home.html](http://www.ipsos-care.com/home.html)

Christine Gessler-Unthan  
✉ c.gessler-unthan@ipsoscontext.org

Schillerstraße 26, 99096 Erfurt

## Caritas Migration Counseling

Migration counseling for adult immigrants assists migrants with integration, provides assistance with official, legal and personal concerns and offers language courses.

Stephanie Böttger

Regierungsstraße 55  
99084 Erfurt

☎ +49 / 361 / 555 33 00  
✉ mig-ef@caritas-bistum-erfurt.de

[www.caritas-bistum-erfurt.de](http://www.caritas-bistum-erfurt.de)

## EZRA - Mobile counseling for victims of right-wing, racist and anti-Semitic violence

We accompany and support, in an advisory capacity, those attacked for reasons of group-related enmity – or equally because the perpetrators see them as belonging to a group that they reject. Our service is also available to the relatives of victims and to witnesses.

Juri-Gagarin-Ring 96/98  
99084 Erfurt

☎ +49 / 361 / 218 651 33  
✉ info@ezra.de  
[www.ezra.de](http://www.ezra.de)

### AntiRA - Student Group

The university group AntiRa Campus Erfurt is a heterogeneous group that sees itself as a non-partisan, without an organic connection to a political party. It aims to be a point of contact for victims of racist violence, both verbally and physically as well as to create awareness about racism on the campus and in the city of Erfurt.

Some of the concrete projects that pursue these goals are: an “antiracist university journal”, CampusWatch and networking with civil society actors. In addition to that, AntiRa Campus organizes events that deal with issues such as group-focused enmity, migration, transcultural society concepts and more.

✉ antiracampuserfurt@googlemail.com  
f facebook.com/antiracampuserfurt/

### Büro für ausländische Mitbürger\*innen

The office councils and supports migrants and refugees, and also tries to sensitize citizens of Erfurt for topics linked to migration and voluntary engagement in order to foster tolerance. The office is in contact with various municipal and private social facilities and organizations.

The counseling service for migrants is free of charge and interdenominational. You can drop in during office hours without an appointment or make an appointment. Please bring all relevant papers, forms, etc. if applicable. Counseling can be done in German, English, French, Russian and Vietnamese.

Wenigemarkt 5  
99084 Erfurt

☎ +49 / 361 / 777 921 / 40  
✉ info@auslaenderberatung-erfurt.de  
🌐 www.auslaenderberatung-erfurt.de

*Opening hours*  
Mon: 9:00 - 12:00  
Tue: 10:00 - 12:00 and 14:00 - 17:00  
Thu: 9:00 - 12:00 and 13:00 - 17:00  
- and by agreement

### MOBIT - Mobile consulting in Thuringia for democracy and against right-wing extremism

MOBIT advises and supports all those who want to get involved in Thuringia against right-wing extremism, racism, and anti-Semitism and for democratic values. Our advice is based on actors and local circumstances. In addition to the imparting of knowledge, the strengthening of the competencies and the own initiative is in the foreground.

Schillerstraße 44  
99096 Erfurt

☎ +49 / 361 / 219 26 94  
✉ mail@mobit.org  
🌐 www.mobit.org



## Disclaimer

We have carefully compiled this information to the best of our knowledge. However, we cannot guarantee the absolute accuracy of every detail. To verify and expand your understanding of life and study in Germany, we recommend the following websites, which offer valuable insights in English and other languages. We encourage you to explore all available resources to ensure you are as well-prepared as possible!

- [www.daad.de/en/studying-in-germany/](http://www.daad.de/en/studying-in-germany/)
- [www.deutschland.de/en](http://www.deutschland.de/en)
- [www.HowToGermany.com](http://www.HowToGermany.com)

We look forward to welcoming you!



