

Abbreviations:

BUS: Faculty Business

SME: Faculty Sports, Media and Events A&D: Faculty Art & Design

If not specified, the answer applies to all faculties.

All decisions concerning the individual campuses are based on the guidelines issued by local authorities.

NEWS

Introduction Week

To all our freshmen/freshwomen: We are looking forward to welcoming you to UE! Welcome Days will take place 23. + 24.09.2020 (Iserlohn, Hamburg) and 23. – 25.09.2020 (Berlin). Find more information on our website: https://www.ue-germany.com/blog/en-welcome-to-ue?utm_source=newsletter&utm_medium=email&utm_campaign=Special+Mailing+-+Welcome+to+UE

Study guarantee

We are as ambitious as you are which is why we are putting in place innovative measures to ensure you can start your studies with us in September 2020. Read more in our UE Study Guarantee: http://www.btk-fh.de/en/p/ue-study-guarantee/?_ga=2.152202416.822336784.1599564384-990549424.1553001854#anchor-1

Visa Support letter

You will find the document in which UE confirms that classes in winter semester will be held on campus on CampusNet (<https://onlinecampus.btk-fh.de> or <https://onlinecampus.bits-hochschule.de>).

There will be occasions when lessons will be presented through digital means (see below).

Examination phase (BUS + SME only)

The retake of exams will be carried out over the period 21. – 26.09.2020.

HYBRID STUDY

All classes in winter semester will be delivered in a mix of face-to-face, hybrid and online formats. For face-to-face lectures, we will either have rotating groups on campus to observe the distancing rules or we will teach in such a way that parts of the students are on campus while the others are involved live via MS Teams ("**hybrid teaching**").

Selected courses in your schedule will be taught 100% online via MS Teams for the entire semester.

1. Courses and seminars on campus

Lectures will be held on campus for smaller groups, this is due to the COVID 19-restrictions imposed on us by local authorities. The UE has developed a hygiene concept for each campus with clear directions that all our students and staff stay healthy. You will find the hygiene concept on campus, or on CampusNet (<https://onlinecampus.btk-fh.de> or <https://onlinecampus.bits-hochschule.de>).

2. How does the online course work?

- We conduct all scheduled classes online, digital, interactive and live. You can participate from anywhere (even if you are not in Germany). There will be no delay in your studies. The classes will be carried out in a video conference as provided in your schedule.
- For this purpose, we will use the software Microsoft Teams (MS Teams). You can download and install this software free of charge. To do so, please go to portal.office.com and register there with your "@ue-germany.de" email address and your password. Then you will have access to the complete office suite and can download and install MS Teams locally.
- During the semester you dial into MS Teams at the scheduled time, open the class (that is set up there as a team) and can then participate (incl. return channel and the possibility to form groups - just like in "real life").
- We will make sure that you will receive all necessary documents for your courses both via CampusNet (Online Campus) and MS Teams and this will be prepared in the best possible way for the exams at the end of the semester.
- We will provide you with more information on how to work with MS Teams on CampusNet:
<https://onlinecampus.btk-fh.de>
<https://onlinecampus.bits-hochschule.de>

I am a new student and have not been on Campus yet. How do I get access to the Online Campus and virtual teaching?

All new students will receive the login data to the online campus via email and you will be informed on how to access the virtual classes.

Free software and platform access for all:

- IBM Enterprise Design Thinking: Team Essentials for AI badge (registration with @gusgermany.de + @ue-germany.de)
- Movie streaming MUBI (registration with @ue-germany.de)
- MIRO - digital Whiteboard (under approval for UE)

SERVICES

Are the University and offices open?

All campuses re-opened on the 1st of September to those students who have pre-planned lectures and appointments with UE Service Departments (Student Service, International Office, Examination Office, Career Center, Library).

Special regulations for Campus Berlin: Semester ticket pick-up is open from Monday, 07.09.2020 to Friday, 18.09.2020 from 9 a.m. – 11 a.m. We have installed a low-contact handover counter close to the bicycle stands in the courtyard on the left-hand side of the campus building. At the moment this counter is open exclusively for the issue of semester tickets!

Special regulations for arsenal / rent are in place (see question below).

How can I arrange appointments with Student Services, International Office, Examination Office, Examination Office and Career Center?

You can reach all the Student Services offices by email and telephone during normal opening hours. Special Career Center events can be found on our website.

How can personal advisory services with lecturers be used?

You are welcome to contact your lecturer by e-mail at any time and make an appointment via Skype, Zoom or by phone – or on campus.

What services does the UE Library offer?

The UE Library page in the Online Campus lists the online databases available for UE Library patrons. Moreover, there is a link to an overview of the most important tools for online literature search.

For opening hours and further information on the services please refer to the UE Library: <http://www.bits-hochschule.de/de/bibliothek/>. Consultation appointments may be arranged by e-mail, MS Teams or on campus. All the health precaution measures are displayed in the Library for all to see.

How can I borrow equipment from arsenal / rent?

Please make reservations in advance by phone or mail. **Please call us**, we will explain the procedure to you by phone. Mo-Fr between 12:00 to 2:00.

Semester abroad and practical semester in WiSe20/21

Due to the corona effects on companies as well as on trips abroad and foreign universities, the UE has decided to suspend the semester abroad and the practical semester for all courses of study in the coming winter semester. For detailed information contact the International Office or your Career Center.

How can you currently get involved in Ressorts?

Since the Ressorts are student initiatives, please contact your Ressort head directly to discuss possible opportunities for online meetings or meetings on campus. If additional tools for digital meetings are needed, please contact the UE directly. We will be happy to support you in this matter.

Internships

For all students who will start their internship after winter semester 2020/21: If you have any questions regarding the dates of the internship phase or the number of possible internship weeks, please contact the Examination Office or your Career Center directly.

GENERAL CORONA INFORMATION

Loan Model Bundesministerium für Bildung und Forschung (Federal Ministry of Education and Research)

The Federal Ministry of Education and Research decided to support students who have run into financial difficulties in the course of the Corona crisis and is providing bridging assistance.

These students now have the opportunity to apply for a loan from the Kreditanstalt für Wiederaufbau (KfW), which will be granted interest-free until 31 March 2021 in view of the crisis period, which is expected to last even longer. This applies both to new applicants who join the KfW from 8 May onwards and to students who are granted loans already running between May 2020 and March 2021. For the group of foreign students currently particularly affected, a student loan will also be opened from July 2020 to March 2021.

You can find more information here:

https://www.kfw.de/inlandsfoerderung/Privatpersonen/Studieren-Qualifizieren/KfW-Studienkredit/KfW-Corona-Hilfe-für-Studierende/?kfwmc=vt.sea.bing.SEA_VT_Studienkredit_Corona_Allgemein_BK.Studienkredit_Corona_Allgemein_BK.%2Bkfw%20%2Bstudienkredit%20%2Bcorona&wt_cc1=bildung&wt_cc2=pri|studieren-qualifizieren&wt_cc3=79302666765539_79302404352450_bb_c

To apply for the loan, please use the address of the Iserlohn location:

UNIVERSITY OF APPLIED SCIENCES EUROPE
REITERWEG 26B
58636 ISERLOHN

Kurzname im Online Antrag:
UNIVERSITY OF APPLIED SCIENCES

Public-Health-Institute for Germany

https://www.rki.de/DE/Content/InfAZ/N/Neuartiges_Coronavirus/nCoV.html

https://www.rki.de/EN/Home/homepage_node.html

Stay healthy!
Your UE Team