



Welcome to Ludwigsburg University of Education

Pre-Arrival Q&A Meeting Summer Term 2026



Housekeeping Rules



Note! This session is being recorded.



Getting to know others is easier when you see them.
So please keep your camera on throughout the session.
Make sure to smile!



Please keep your microphone muted when not speaking to help
eliminate background noise.



ASK QUESTIONS!

Outline

A) ORGANISATIONAL TOPICS

1. Arrival Days
2. Orientation Programme
3. Courses
4. Packing List
5. Bank account
6. Selfnet & Easyroam
7. Next Steps

B) Q&A



A) ORGANISATIONAL TOPICS

1. Arrival

Move-in days are

Thursday, April 2 between 10:00 am and 2:00 pm
and Tuesday, April 7 between 8:00am and 4:00pm

- ❖ Please tell your buddy at what time and place you will be arriving, so he/she can assist you with your arrival/move-in.
- ❖ Come (at best together with your buddy) to the International Office, room 11.015, to pick up your key for your room in the student residence and bedding (if ordered).
- ❖ If you arrive outside of the above mentioned times, please ask your buddy to pick up the keys for you and to give them to you upon arrival.
- ❖ Your buddy can also pick up the keys for you and meet you directly at the S-Bahn station, if you arrive by public transportation and have heavy luggage.

If your buddy cannot help you with your move-in, please get in touch with the International Office.

In case of any problems or delays on April 2 or April 7 please inform your buddy or call or text the Incoming Team at **+49 178 3069737** (WhatsApp available).



1. Arrival



Information on how to travel to “Favoritepark” by public transportation from Stuttgart or Frankfurt Airport or Stuttgart Main Station or how to arrive by car can be found in the information letter (that you received with your letter of acceptance).

2. Orientation Programme



Orientation Programme
SUMMER SEMESTER 2026

THU, APR 2

Move-In Day
Please refer to your individual arrangements. Your buddies and tutors will be there to help.
🕒 10:00am - 2:00pm
📍 International Office, Reuteallee 25 (Building II, next to Lidl, Room II.015)

Office Hours • Get-together
Take the chance to ask questions and meet other students during Office Hours and the Get-together.
🕒 3:30pm - 5:30pm
📍 International Office, Reuteallee 25 (Building II, next to Lidl, Room II.021)
🔍 Freetime activity / not mandatory

WE ARE CLOSED

FRI, APR 3 - MON, APR 6

No events on these days
Note: Good Friday (April 3) and Easter Monday (April 6) are national holidays, so no stores are open. All stores are usually closed on Sundays as well.

TUE, APR 7

Move-In Day
Please refer to your individual arrangements. Your buddies and tutors will be there to help.
🕒 8:00am - 4:00pm
📍 International Office, Reuteallee 25 (Building II, next to Lidl, Room II.015)

WED, APR 8

Reception
You will be welcomed by the International Office Incoming Team. We will talk about the program for the next days and get to know each other.
🕒 10:30am - 12:00pm
📍 Room II.020 (Building II, next to Lidl)
🔍 Laptop

IKEA
Take the chance to buy bed linen, towels, equipment for your kitchen etc.
🕒 4:45pm
📍 Schütte, Student Village, Ludwigsburg
🔍 3,80€ for the bus dayticket
🔍 Freetime activity / not mandatory

Canteen (Mensa) / Lunch Break
Check out the university's canteen with your tutors and have lunch at your own expense.
🕒 12:00pm - 1:15pm
🔍 Student ID, cash to put money on your student ID
🔍 Freetime activity / not mandatory

Campus Tour
You get to know the campus of LUE and its surroundings, including all important places for your studies, during a campus tour provided by the tutors.
🕒 1:15pm - 2:45pm
📍 Mensa / Canteen

Wi-Fi
We assist you to set up the Wi-Fi on campus and in the student residence.
🕒 2:45pm - 4:15pm
📍 Room II.020
🔍 Laptop / cell phone / tablet, Selfnet login data, MIT log-in data, rental agreement, ID / passport

Introduction to Moodle and email account
We talk about your email account and the learning platform Moodle, which you will need for your studies.
🕒 4:15pm - 5:00pm
📍 Room II.020
🔍 Laptop, MIT log in data

- ❖ Takes place from Wed, April 8 - Fri, April 17
- ❖ See entire program: <https://bwsyncandshare.kit.edu/s/zNT7fFJQsLGaYtc>
- ❖ Content:
 - ❖ IKEA, Reception, Canteen, Studying in Germany, Courses and schedules, Campus Tour, Formalities, Introduction to Moodle and E-Mail, Health Insurance, Library Tour, Restaurant with buddies, Residence Permit, Presentation about possibilities at LUE, Presentation about Life in Ludwigsburg, Ludwigsburg Palace Tour, Mercedes-Benz Museum, International Brunch, Presentation about Germany
- ❖ Participation in the orientation program is mandatory except for free time activities highlighted with balloons in the program

2. Orientation Programme



Pädagogische Hochschule Ludwigsburg University of Education

Orientation Programme

SUMMER SEMESTER 2026

THU, APR 2

Move-In Day
Please refer to your individual arrangements. Your buddies and tutors will be there to help.
🕒 10:00am - 2:00pm
📍 International Office, Reuteallee 25 (Building II, next to Lidl, Room II.015)

Office Hours - Get-together
Take the chance to ask questions and meet other students during Office Hours and the Get-together.
🕒 3:30pm - 5:30pm
📍 International Office, Reuteallee 25 (Building II, next to Lidl, Room II.021)
🔍 Freetime activity / not mandatory

IKEA
Take the chance to buy bed linen, towels, equipment for your kitchen etc.
🕒 4:45pm
📍 Schütte, Student Village, Ludwigsburg
👛 5,80€ for the bus dayticket
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We talk about your email account and the learning platform Moodle, which you will need for your studies.
🕒 4:15pm - 5:00pm
📍 Room II.020
👛 Laptop, MIT log in data

FRI, APR 5 - MON, APR 6
WE ARE CLOSED

No events on these days
Note: Good Friday (April 5) and Easter Monday (April 6) are national holidays, so no stores are open. All stores are usually closed on Sundays as well.

WED, APR 8

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🕒 10:30am - 12:00pm
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👛 Laptop

TUE, APR 7

Move-In Day
Please refer to your individual arrangements. Your buddies and tutors will be there to help.
🕒 8:00am - 4:00pm
📍 International Office, Reuteallee 25 (Building II, next to Lidl, Room II.015)

- ❖ You received the programme via email last Thursday, as well as a registration link (for some free time activities registration is necessary)
- ❖ Entrance and guided tour at the Palace and entrance and audio guides at the Mercedes museum are free for you.

- 📍 Meeting point
- 👛 What you need to bring
- ⚠️ Only relevant for a specific group of students
- 🔍 Free time activity - not mandatory

3. Courses

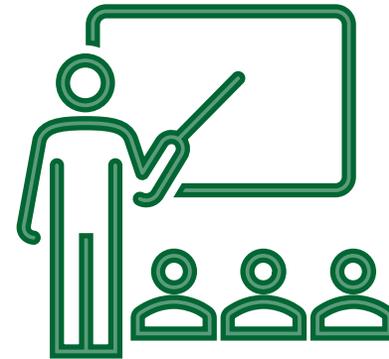
The first registration period still runs until Thursday, March 12.

The second registration period is from March 16 to April 6.

- ❖ Course catalogue: <https://lsf.ph-ludwigsburg.de/qisserverlb/rds?state=wtree&search=1&category=veranstaltung.browse&navigationPosition=lectures%2Clectureindex&breadcrumb=lectureindex&topitem=lectures&subitem=lectureindex&noDBAction=y&init=y>
- ❖ Explanatory video, how LSF works technically: <https://www.ph-ludwigsburg.de/en/international/international-exchange-students/your-studies-at-lue>
- ❖ You have received your log-in by email from us.
- ❖ Online schedule counselling with tutors: https://calendly.com/incomings_lue/stundenplanberatung-time-table-advice-sose-26

Reminders:

- ❖ Many courses have limits with regards to participants. We suggested to register during the first registration period. If you are not accepted to a course, try it again in the 2nd period. If you are still rejected, you can write an email to the lecturer or talk to him/her in person when the first session takes place. Usually, they are very flexible and accept exchange students to their courses even if they are full.
- ❖ Discuss your needs (ECTS, grade or certificate of participation) with your lecturers **at the beginning**. They are usually very flexible to the needs of our exchange students and can offer individual solutions.



3. Courses

Criteria to consider when choosing your courses:

- ❖ You can choose from the entire range of studies (except INEMA MBA Program)
- ❖ Participation in one **German class for Visiting Students** (Deutsch für Gaststudierende/ DaF) is mandatory for international students whose mother tongue is not German (there are 3 levels and you get 6 ECTS). Students who have chosen a course package are exempt from German courses, but may participate voluntarily if they wish. Exemptions for other important reasons can be requested from the International Office.
- ❖ Maximum one other **language course**
- ❖ Minimum **20 ETCS**; we suggest to have **20-30 ECTS**, but you have to observe the expectations of your home university and scholarship, if there are any

Courses taught in English

- ❖ Recommendations: https://www.ph-ludwigsburg.de/fileadmin/phlb/international/Incomings/List_of_courses_taught_in_English.pdf
- ❖ Full list: <https://lsf.ph-ludwigsburg.de/qisserverlb/rds?state=wtree&search=1&trex=step&root120261=176474%7C174825&P.vx=kurz>
- ❖ **Video about “Different countries, different cultures”**, created in the Intercultural Reflection Seminar for Incoming Exchange Students and (former) Outgoing Students: <https://www.youtube.com/watch?v=AJ6xwrNjgWk>



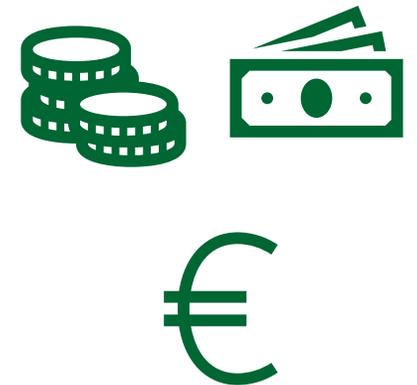
4. Packing List

- ❖ Enough cash (Mensa, semester fee, ...)
- ❖ Passport
- ❖ EU Adapter, important for all the non-Europeans
- ❖ Laptop
- ❖ Towels
- ❖ Sports wear
- ❖ Gym bag or something similar
- ❖ Warm jacket and warm shoes
- ❖ Good shoes for a lot of walking (waterproof)
- ❖ Umbrella
- ❖ Headphones
- ❖ Personal pharmacy
- ❖ (Pass)photo for example for public transportation ticket
- ❖ Optional:
 - ❖ Multiple power strip
 - ❖ Swimsuit



5. Bank account

- ❖ It is advisable to have a bank account in Euro for your semester at LUE to avoid banking fees
- ❖ If you receive a scholarship from LUE you **absolutely need** a German bank account with a German IBAN Code starting with DE. Your scholarship can only be paid into this account.
- ❖ We suggest to open a German bank account online about 4 weeks before your stay, e.g. with **N26**. There you have the option of getting a free student account. Immediately after opening the account, you will receive a digital debit card and can use the app for banking. If you also want a physical card, you can order one for 10 Euro via the app after you arrive in Germany.



To open an account, you need:

- Passport
- Rental agreement
- German address

Documents to be submitted later:

- German tax identification number - you will receive it by post after registering with the city of Ludwigsburg after your arrival
- Certificate of enrollment, if applicable

5. Bank account

- ❖ If N26 does not support your home country, you can try to open a bank account with them after your arrival in Germany with your German address.
- ❖ Another option would be opening a bank account at the Kreissparkasse Ludwigsburg (**KSK**) after your arrival. We would only recommend it, if an online bank is not possible for you at all. If you would like to have a KSK account, please **send us an email until March 16** the latest.



If you receive a scholarship from LUE, please send us your German account details (name, IBAN, BIC) by email!

6. Selfnet

= Internet in the student residence

- ❖ Costs: 9,50€ per month (Membership fees are usually debited all at once for the following quarter of the year.)
- ❖ The registration can be done a few days before you want to start using Selfnet services. If you register in advance, be sure to select the correct start date for your membership.

→ Please do the registration at home, as it takes 30 minutes for the registration to be completed and you do not have wifi on-site to do the registration.

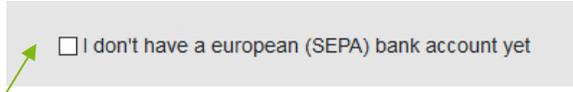


6. Selfnet - First Steps

Link: <https://registrierung.selfnet.de/>

To register online you need: a computer or mobile device with internet access, rental agreement, valid email address, (European bank account - can be entered later)

- 1) Personal information (same as in the rental agreement (e.g., tenant ID, E-Mail))
- 2) Continue via confirmation link
- 3) Provide your bank account details (If you don't have one yet, tick the box and provide them in the next 14 days (<https://my.selfnet.de/sepa>))
- 4) Choose your membership status („normal“)
- 5) Confirm (complete your registration by clicking on „continue“)
- 6) Cancellation: monthly possible - must be announced 2 weeks before (<https://my.selfnet.de>)



I don't have a european (SEPA) bank account yet



6. Selfnet - Next Steps

- The next steps can only be done at the student residence. Since they are a bit complicated, please watch the corresponding explanatory videos:



- It could be helpful to download the videos in advance.



6. Easyroam - Wifi at LUE

- ❖ Easyroam is the Wifi you can use on the campus of LUE.
- ❖ If you want to use the Wifi easyroam on campus, you must download customized installation programmes with an integrated certificate from the DFN-Website (<https://cat.eduroam.org/>).
- ❖ You can find out how to install easyroam on your operating system at: easyroam-Anleitungen (<https://doku.tid.dfn.de/de:eduroam:easyroam-anleitungen>) - only available in German (deepl.com, google translate or AI helps)

→ If possible, download the programs at home where you have a stable wifi connection



7. Next Steps

- ❖ Inform your buddy about your arrival in Germany
 - arrange a meeting point / place
 - let us know if there are any communication problems with your buddy
- ❖ Select your courses/create your schedule (book an appointment if you need online consulting)
- ❖ Register for the free time activities during the orientation programme
- ❖ Pay your semester fee until March 15 (unless we discussed a later payment)
- ❖ Erasmus+ students: Send us your (Online) Learning Agreement
- ❖ Register with Selfnet & Install Easyroam
- ❖ Save **+49 178 3069737** for any “emergencies” during the orientation programme
- ❖ Join the WhatsApp Group of the exchange students and buddies:
<https://chat.whatsapp.com/BffaF4WUxHr2GJ5QBrjNV7?mode=hqctshi>



B) QUESTION & ANSWER

THANK YOU FOR YOUR PARTICIPATION!

SUMMER TERM 2026

