



Welcome to Ludwigsburg University of Education

Pre-Arrival Q&A Meeting Winter Term 2025/26



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 Program
3. Courses
4. Packing List
5. Selfnet
6. Easyroam
7. Next Steps

B) Q&A



A) ORGANISATIONAL TOPICS

1. Arrival

Move-in days are
**Thursday, October 2nd and Monday, October 6th
between 9:00am and 3:00pm**

- ❖ 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, between 9am and 3pm to pick up your key for your room in the student residence, student ID and bedding (if ordered).
- ❖ If you can arrive only after 3pm, 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 October 2 or October 6 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 Program



Orientation Program
WINTER SEMESTER 2025/26

THU, OCT 2

Move-In Day
Please refer to your individual arrangements. Your buddies and tutors will be there to help.
⌚ 9:00am - 3:00pm
📍 International Office, Reuteallee 25 (Building 11, next to Lidl, Room 11.015)

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 11, next to Lidl, Room 11.020)
🕒 Freetime activity / not mandatory

FRI, OCT 3 - SUN, OCT 5

No events on these days
Note: October 3 is a national holiday so no stores are open. All stores are usually closed on Sundays as well.


MON, OCT 6

Move-In Day
Please refer to your individual arrangements. Your buddies and tutors will be there to help.
⌚ 9:00am - 3:00pm
📍 International Office, Reuteallee 25 (Building 11, next to Lidl, Room 11.015)

TUE, OCT 7

Reception
You will be welcomed by the International Office Incoming Team. We will talk about the programme for the next days and get to know each other.
⌚ 10:30am - 12:15pm
📍 Room 11.020 (Building 11, next to Lidl)
💻 Laptop

Canteen (Mensa) / Lunch Break
Check out the university's canteen with your tutors and have lunch at your own expense.
⌚ 12:15pm - 1:30pm
💳 Student ID, cash to put money on your student ID
🕒 Freetime activity / not mandatory

Wi-Fi
We assist you to set up the Wi-Fi on campus and in the student residence.
⌚ 1:30pm - 3:00pm
📍 Room 11.020
💻 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.
⌚ 3:00pm - 3:45pm
📍 Room 11.020
💻 Laptop, MIT log-in data
1 hour Break

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

Schütte

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- ❖ Takes place from Tue, October 7 - Fri, October 17
- ❖ See entire program:
<https://bwsyncandshare.kit.edu/s/NiAfeiECdEpCXXF>
- ❖ Content:
 - ❖ IKEA, Reception, Canteen, Studying in Germany, Courses and schedules, Campus Tour, Photographer, Formalities, Introduction to Moodle and E-Mail, Health Insurance, Library Tour, Bank accounts, 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

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WINTER SEMESTER 2025/26

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WE ARE CLOSED

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🕒 4:45pm
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Schütte

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- ❖ You received the program via email last Tuesday, 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

Course registration in LSF is still possible until **October 9, 2025**

- ❖ 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>
- ❖ 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-wise25-26



Reminders:

- ❖ Many courses have limits with regards to participants. We suggested to register during the first registration period. If you were not accepted to a course, try it again now in the 2nd period. If you are still rejected, you can write an email to the lecturer or talk to him 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 4 levels and you get 6 ECTS)
- ❖ Maximum one other **language course**
- ❖ We suggest to have **20-30 ECTS**, but you have to observe the expectations of your home university and scholarship, if there are any

International Course Package / Courses taught in English

- ❖ https://www.ph-ludwigsburg.de/fileadmin/phlb/international/Incomings/International_Course_Package.pdf
- ❖ <https://lsf.ph-ludwigsburg.de/qisserverlb/rds?state=wtree&search=1&trex=step&root120252=166654%7C168231&P.vx=kurz>
- ❖ **Recommended:** Intercultural Reflection for Incoming Exchange Students and (former) Outgoing Students and Debunking Myths and Examining the Bilingual Experience (English Institute)



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, residence permit
- ❖ Optional:
 - ❖ Multiple power strip
 - ❖ Swimsuit



5. 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.

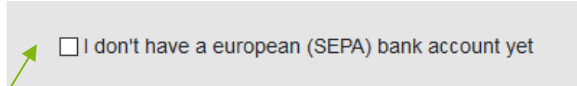


5. Selfnet - First Steps

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



5. 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 as soon as possible, if you already have a Euro bank account and haven't paid yet
- ❖ 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/CsbjINxkL93HVzyjkGoPol?mode=ac_t



B) QUESTION & ANSWER

THANK YOU FOR YOUR PARTICIPATION!

WINTER TERM 2025/26

