



GUIDE

FOR NEW STUDENTS

STARTING YOUR STUDIES

Welcome – Information on starting your studies

thoska

Friedolin

Central contacts

STUDENT LIFE

Overview facts & figures

University structure

University institutions

Studying abroad

Semester contribution & re-registration

Living & studying

Away from the books

Jena basics for newcomers





WELCOME

Orientation days for new students

Dear new students,

We would like to warmly welcome you to Friedrich Schiller University Jena! This booklet has been compiled to provide you with all the important information and contact details you need to ensure your studies get off to a smooth start.

In order to help you get your bearings in Jena, a range of orientation and introductory events are held before the lecture period begins. These usually include a welcome event, an introduction to the online course and examination management service Friedolin as well as several subject-specific events. You may find the latest information at:

→ uni-jena.de/en/beginning-studies

→ uni-jena.de/en/start-studying-international



NOTE

The lecture period begins on 14 October 2024.

If you cannot take part in the introductory events, please contact your responsible academic advisory service before your courses begin in order to clarify any questions you may have.



ORIENTATION DAYS (STET) – GENERAL EVENTS

1 October 2024 • 9:00

Lecture theatre HS 1, Carl-Zeiß-Str. 3

Welcome ceremony and general introduction to your studies

(University Management, Central Academic Advisory Service)

LIVESTREAM in lecture theatre HS 2 and 3 and under:

→ uni-jena.de/stet

1 October 2024 • 9:00 to 14:00

Foyer Carl-Zeiß-Str. 3

Information boths of the university and its partner institutions

INTRODUCTION TO FRIEDLOLIN – THE UNIVERSITY’S ONLINE COURSE AND EXAMINATION MANAGEMENT SYSTEM

Informative and instructional videos are available online:

→ uni-jena.de/stet-friedolin

1 October 2024 • 12:00 to 14:00

Lecture theatre HS 1, Carl-Zeiß-Str. 3

Friedolin Q & A



DON'T MISS OUT!

As a rule, you must register in Friedolin for all courses you wish to attend. Module catalogs and sample curricula serve as a guide.

→ uni-jena.de/en/degree-programmes

The lecturers or the lot will then decide on admission. If possible, please register for your courses before the first automatic course allocation (»Platzvergabe«) in Friedolin. This will take place on 7 October 2024.

→ friedolin.uni-jena.de



ORIENTATION DAYS (STET) – SUBJECT-SPECIFIC EVENTS

The majority of Orientation Days events are held by individual subjects. This allows you to gain a comprehensive overview of your programme's subject-specific requirements. The schedule and content of these events can range widely. Some subjects will offer preparatory or refresher courses, others—especially those related to languages—will require previous language tests.

Make sure you don't miss out on this great opportunity to make new friends and familiarize yourself with your programme's subject-specific requirements.

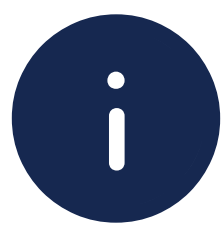
→ uni-jena.de/en/stet

ANY MORE QUESTIONS?

Zoom consultations of the Central Academic Advisory Service

Monday to Friday 12:30 to 13:00 under the follow link:

→ uni-jena.de.zoom.us/j/93651258914 • Kenncode: ZSB2020



INFORMATION

More information for international first-year students and on our Welcome Days (open to all!) is available at:

→ uni-jena.de/en/welcomedays



EXTENDED INTRODUCTORY PHASE OF STUDIES

There will be numerous events and offers of support beyond the start of your studies that will help you have a smooth start, become familiar with the new situation, and get ahead.

For further information, please visit:

→ uni-jena.de/en/beginning-studies

OFFERS OF THE CENTRAL STUDENT ADVISORY SERVICE

The Central Student Advisory Service offers a variety of courses and seminars—many of which take place online—some in cooperation with external instructors. In these seminars, you can acquire study-related methods and techniques. Due to the intensive support, the courses enable a considerable learning outcome. In the courses, the main attention is given to the individual experimenting, reflecting on the activities, and testing.

For more information on the content, admission, dates, and course topics, please visit:

→ uni-jena.de/en/zsb#students

→ uni-jena.de/en/studierbar

COURSES OFFERED BY THE THURINGIAN STATE AND UNIVERSITY LIBRARY

Courses offered by the Thuringian State and University Library on how to use the library, library tours, literature research, and more can be found at:

→ thulb.uni-jena.de/en





THOSKA

Thuringian student ID Card

Thoska stands for Thüringer Hochschul- und Studierendenwerkkarte (Thuringian university and student services organization card) and is a multi-functional chip card. This card helps make administrative processes and payment procedures more efficient and customer-friendly. thoska is a joint project set up by the universities in Thuringia and the Student Services Organization Studierendenwerk Thüringen. The thoska card may be used at the state/public universities in Thuringia. Containing a chip for a wireless data communication, you can use this card for cash-free payments in canteens and cafeterias. The thoska card is also your library card, your card for copiers, and a semester ticket for local public transport. Last but not least, it also serves as electronic identification for access purposes.

As a new student, you will receive your thoska card as a student ID card after completing your registration. After re-registering for a new semester, you can extend the validity of your student ID card at self-service terminals.

THOSKA-OFFICE

If you have any questions regarding the thoska card, please contact the Thoska Office in the Student Service Centre in the University Main Building. For contact information and office hours of the Thoska Office, and for further important information on the thoska card, please visit:

→ uni-jena.de/en/thoska-card

CARING FOR YOUR THOSKA CARD

You receive your thoska card in a transparent card case. Please keep it in this case to prevent any physical damages.

The only exceptions may be when validating your card, adding money to your account, or when using a copier.



Please protect your thoska card from dirt or scratches. Do not bend it as this can damage the integrated data chip. We therefore do not recommend you to keep your card in your back pockets or next to your coin pouch in your wallet. Please note that extreme temperature differences and strong magnetic fields can also damage the card.

VALIDATION

The thoska card contains a re-writeable validity field in the lower third of the card. After re-registering for a new semester, you can extend the validity of the chip card at a self-service terminal. The imprint on the validation strip has to be clearly readable at all times. Otherwise the thoska card may not be valid anymore which would render it useless as a ticket for a public transportation. If you encounter difficulties in validating your thoska card (e.g. problems with the validation strip), you may directly contact the Thoska Office.

WHAT DOES THE THOSKA CARD COST?

As a new student or when re-entering the University, you will be charged €20 for issuing your thoska card. Please note that you do not have to pay this individually as it is already included in the first semester fee. If you lose your thoska card or damage it, you will be charged €10 for issuing a new card.

STUDENT ID

The thoska card is a simple way of identifying yourself within the University or in a canteen. It is also accepted as a student ID outside of Thuringia. Sometimes, it may be recognized abroad in combination with an International Student Identification Card (ISIC), which is available separately. You can also use the thoska card as your ID card when participating in the election of student representatives or for ballot votes for the student body.

LIBRARY CARD

The thoska card also serves as a user ID card for all academic libraries in Thuringia. By enrolling at the Friedrich Schiller University Jena, you are automatically registered at the Thuringian State and University Library Jena (ThULB) and can use all library's services. You need your thoska card to borrow media, to use copiers cashless and make payments or book your individual working place.



If you want to register for other university libraries in Thuringia or for Herzogin Anna Amalia Bibliothek in Weimar you need to register in person with your thoska. For opening hours as well as for terms and conditions of the ThULB, please visit:

→ thulb.uni-jena.de/en

SEMESTER TICKET FOR A LOCAL PUBLIC TRANSPORTATION

From the winter semester 2024/25, the Germany semester ticket can be used for the first time. This will be paid for via the semester fee. The ticket can be accessed via affiliated (regional) transport companies - usually via a cell phone app. Further information can be found on the homepage of the Studierendenwerk Thüringen.

→ stw-thueringen.de/en/student-financing/semester-ticket

ELECTRONIC WALLET

You can only pay by card at the cash desks of the Studierendenwerk canteens. It is not possible to pay in cash at the tills. The reduced price for students and staff only applies when paying with thoska. Anyone using an EC, Visa or MasterCard must pay the (more expensive) guest price.

→ uni-jena.de/en/thoska-card

In addition to conventional cashiers, some canteens also have thoska checkouts, where you can only pay using your thoska card. During peak times, these checkouts often have shorter waiting times than the cash checkouts. Please note that you cannot pay only a part of your meal with your thoska card. If your credit is not sufficient to cover the entire meal, you have to pay it completely in cash. When returning recyclable bottles, the deposit can be returned directly to your electronic thoska wallet.

COPIER FUNCTION

Copiers and printers, which can be operated using the thoska card, are available at several institutions in Jena. The locations of these devices are listed at:

→ uni-jena.de/en/thoska-card



It is not possible to overdraw your electronic wallet. If your credit does not suffice to complete a print job, the order will be cancelled automatically and your card ejected.

Please always remember to properly eject your thoska card from the device. If you forget to do this, your card will be blocked or an error code will be displayed when using one of the devices next time. In this case, please return to the device in question, insert your card again and eject it properly. If the problem persists or if you are unable to remember which device you used, please contact the Thoska Office.

PRINTING FUNCTION

Laser and ink-jet printers are available at the Multimedia Centre. To use these, you have to transfer money on your printer account (Druckerkonto) which is part of your thoska card. For example, you can load your printer account using your electronic thoska wallet at the IT Service Centre.

ACCESS CREDENTIALS

The thoska card also serves as a key for electronic access systems. The card may be programmed to enable access to electronically secured areas, for example: offices, labs, seminar rooms, working places in the ThULB, facilities of the University Sports Centre, and the car park of the Studierendenwerk. Access permissions are managed by the respective institutions and their facility managers. For more information, please contact your responsible academic advisory service or the Thoska Office.

HAVE YOU LOST YOUR THOSKA CARD OR FOUND ONE?

THE THOSKA OFFICE CAN HELP

If you lose your thoska card, please report the loss to the Thoska Office as quickly as possible. The Thoska Office can then block your lost card and prevent any misuse. The University does not accept any liability for damages caused by misuse.

If you use your thoska card at the institutions other than Friedrich Schiller University Jena, for example at other Thuringian university libraries, you also ought to report your card as lost to those since the Thoska Office does not inform other institutions about your loss.



If you lose your thoska card, the credit in your electronic wallet cannot be transferred to a new card. In case of loss, the money on your thoska card is lost, too.

If you find your thoska card again, it can be re-activated, provided you have not applied for a new card in the meantime. The Thoska Office collects all cards which have been found and handed in within the University. The Thoska Office is able to issue a new thoska card or a temporary student ID card.





FRIEDOLIN

online course and examination management

›Friedolin‹ is your online platform for course and examination management. The name stands for ›Friedrich-Schiller-Universität Online‹. You can visit the platform at:

→ friedolin.uni-jena.de

On the home page, the latest news on Friedolin-related topics is displayed on the right, while the central column—apart from the login area—also contains useful links. In the left column, you can find a navigation menu. In the navigation menu (light blue background), you will find a lot of useful information available without logging in. This includes the schedule of classes, the module descriptions, a search function for staff members or rooms, and a specific section listing key dates (›Dates‹). In the latter section, you can find out when you can sign up for courses online and the information on registration periods for examinations.

To sign up for classes and examinations in Friedolin, you have to register first. To do so, please visit the Service Portal of Friedrich Schiller University Jena where you can find your login credentials after your first registration:

→ portal.uni-jena.de

Your login credentials consist of a username (a combination of letters and digits) and password. On the Service Portal, you need to accept the terms and conditions in order to be able to register. In addition, need to provide your name, including all first names, your date of birth, your matriculation number (six digits), and your PIN which you have received with your thoska card by mail.

If you wish to change your password, please go to the Service Portal or contact the IT Service Centre.





NOTE

Your University login credentials allow you to access the University computer pools and your email inbox (→ webmail.uni-jena.de). You can also access the University Wi-Fi network, online library services, and your personal information in Friedolin.

After logging in to Friedolin, the navigation menu contains additional options (light grey background). Being a part of your personal account, these options are not publicly accessible.

The top menu point is ›Apply for modules/Cancel application‹. This function allows you to register for modules in your study programme. When you click on this field for the first time, a text is displayed informing you about the general procedure for registering as well as about deadlines. After that, you can select the modules listed for your study programme in the module catalogue, view all the information on them and apply for a place in the module.

After logging in, this is also possible using the ›Course catalogue‹ function. We recommend you to use the ›Apply for modules/Cancel application‹ feature, as this section only lists the relevant modules for your study programme from the very start. Moreover, your lists are also taken into account in selecting modules. For example, if you only have to register for one of five possible modules, you can mark these modules with your priorities from 1 to 5. Friedolin takes into account the priorities entered when assigning places, providing there are free places available in the courses for which you have applied.

Please only use the course catalogue if your study programme is not yet accessible under ›Desired modules‹ or if you want to attend an elective courses, e.g. a language course or an Excel course. The ›Courses for students (languages, software, general academic skills)‹ section lists a range of interesting courses where you can acquire additional skills.



Selected modules are automatically displayed in the ›My schedules‹ menu item, so that you can view the resultant/current weekly schedule online at any time, print it, and save it as a PDF file. This allows you to always have an overview of when you have to be where, with whom, and for what course—something which also helps you to avoid any possible clashes.

The menu items ›My lectures‹ and ›My module descriptions‹ once again compile all information on your selected modules, and on the module catalogue for your study programme. This includes the menu item ›Apply for exams‹ which works in a similar way to ›Apply for modules/Cancel application‹.



NOTE

Please note that you have to register for courses and examinations on your own. Generally, registering for a course does not mean that you are registered for the examination automatically.

While places in courses are assigned before the beginning of semester, you can register for examinations in the first six weeks of the lecture period. You can also cancel your registration again at any time during this period. You will receive a confirmation of registration on your University email address. It is a good idea to print the confirmation as a proof of registration for your records. Please contact the responsible examinations office to find out if you can make use of an extended registration period for examinations in your study programme.

In the same way as ›My lectures‹, also ›My exams‹ being a central information source with a focus on exams.

Also the menu item ›Overview of grades‹ works in a similar way. This section pools all entered results of your examinations, displays the credit points achieved to date, and calculates your current average (›Overview of grades‹).



Under ›Certificate of Student Status‹, you can print or save any certificates as a PDF file for all semesters to date, including the current one after being re-registered. For instance, you may need to send one to your health insurance provider or your scholarship provider. We recommend you to save the certificates every semester so that you may print them at a later date, e.g. after completing your study programme.

International students who have to extend their residence permit should print the ›Certificate of Student Status for the Immigration Office‹.

For more information about the the penultimate menu item ››Information on Re-Registration, please refer to next chapter (Central contacts and support).

In the menu item ›Personal data‹, your address and telephone number currently saved by the University are listed. If you move house, you should inform the Student Service Centre (SSZ) of your new address as soon as possible. It is important that the SSZ has your postal address and telephone number so that it may contact you—irrespective of what your official primary residence is.

Under ›Help centre‹, you may find frequently asked questions regarding Friedolin, an introduction to this portal, and short videos explaining its most important features.

If you cannot find an answer to your question on any of these pages, you can also contact the Help Centre by clicking on the link in Friedolin.

Every semester, introductory courses on Friedolin for students are organized. For exact dates, please refer to Orientation Days above. We strongly recommend to attend these events.





CENTRAL CONTACTS AND SUPPORT

We are here to help

The University and the Studierendenwerk offer numerous contact partners and services for almost every conceivable question relating to your studies. Often, there are several service points available for the same field, for example, general and subject-specific service points. This chapter focuses on the central advisory services and informs you about additional service points at the end.

SERVICE-DESK FOR STUDENTS AND EMPLOYEES

At the University of Jena, some units are already offering their advisory services via the central Service Desk Portal. These include the University Computer Centre, the Friedolin team or various examinations offices. Students, employees and external persons can directly submit their requests via the Portal in order to clarify questions or concerns or to receive assistance with certain topics. This ticketing system allows for easy, fast and modern communication between the University administration and the person seeking advice.

→ uni-jena.de/en/service-desk-portal

Your first central service point is the Student Service Centre (SSZ). The advisory services offered here are all free of charge; you may also ask for advice anonymously if required. If you are unable to visit the SSZ in person, you might phone or advise about your situation. The office hours vary depending on whether it is currently a lecture period or not.

→ uni-jena.de/en/service-ssz



STUDIERENDEN-SERVICE-ZENTRUM

(STUDENT SERVICE CENTRE)

Fürstengraben 1, University Main Building

Phone: +49 3641 9-411111

The SSZ also answers any other questions you might have if you are at a loss to whom you should contact. At the beginning of their study period, students are often not familiar with the internal structures and subject-specific advisory services. Please do not hesitate to contact our SSZ team. You can ask your question at the information desk or on the telephone.

In addition, the SSZ provides a range of information sheets and forms for the most frequent types of applications, and can advise you directly on filling them out. For this service, please speak to our team covering all study-related matters (›studienbezogene Angelegenheiten‹). For further information on the admissions process (e.g. entry rules, subject-specific requirements), please visit:

→ uni-jena.de/en/application-enrolment

Questions should relate to application-related matters, for example, which documents are required or how applications differ depending on your study programme of choice. It is irrelevant if you are applying for your first or second undergraduate study programme, or if you wish to continue your studies at advanced level, e.g. in a master's programme.

If you have already sent off your application and are experiencing problems with your enrolment, there are advisers to help you. The same applies to the questions relating to your re-registration. By re-registering, you are allowed to continue your studies in a higher semester, a process which goes hand in hand with transferring a semester fee.



The SSZ not only accompanies you during administrative procedures that you have to complete at the start of or during your studies, it also supports you when planning your individual curriculum. This might relate to a leave of absence or a part-time study option.

→ uni-jena.de/en/re-registration

→ uni-jena.de/en/part-time-studies

After you have submitted a de-registration form, the SSZ also takes care of your removal from the register of students. In this case, it is irrelevant whether you complete your studies after having received your degree or want/have to terminate your studies prematurely. The SSZ can also advise you on all matters relating to guest students and external students.

→ uni-jena.de/en/occasional-students

→ uni-jena.de/en/parallel-studies

Apart from that, they can provide you with information on extracurricular studies (›Studium Generale‹) and on distance learning.

→ uni-jena.de/en/studium-generale

To enable a smooth study stay at the University, chronically ill students or students with disabilities can contact the SSZ in all matters relating to their studies.

Last but not least, the Thoska Office is also located at the SSZ. This office advise you on using your multi-functional student ID card or help you in case of loss (see chapter ›thoska‹).

THOSKA OFFICE

Fürstengraben 1, University Main Building

Behind the SSZ waiting area

Phone: +49 3641 9-4111-50/51

The **Central Student Advisory Service** is also housed within the SSZ. It supports you in individual questions you have regarding your study-related decisions. You may contact our advisors when, for example, you find it difficult to motivate yourself, organize your studies, or experience personal



difficulties affecting your studies. The help desk is happy to provide information even without prior appointment. In case of a study-related query, a prior appointment is necessary, preferably arranged by telephone.

ZENTRALE STUDIENBERATUNG (CENTRAL STUDENT ADVISORY SERVICE)

Fürstengraben 1, University Main Building

Phone: +49 3641 9-411200

✉ zsb@uni-jena.de

→ uni-jena.de/en/service-zsb

In the University Main Building (third floor), you can visit the **Master Service Centre (MSZ)**. The MSZ advises you on the range of master's programmes available and on the relevant application and admissions processes.

MASTER-SERVICE-ZENTRUM (MASTER SERVICE CENTRE)

Fürstengraben 1, University Main Building

3rd floor, room 307

Phone: +49 3641 9-411555

→ uni-jena.de/en/service-msz

All foreign students without a German Abitur qualification are also advised and supported by the **International Office (IB)**. Equally, the IB advises all students on their options for studying or doing an internship abroad. You can find your advisors in the UHG, rooms 17–22, their office hours are listed online. If you have any questions regarding the recognition of the course work performed abroad, please contact the subject-specific academic advisory service and/or examinations office.

INTERNATIONALES BÜRO (INTERNATIONAL OFFICE)

Fürstengraben 1, University Main Building

Phone: +49 3641 9-401500

✉ incoming@uni-jena.de

✉ outgoing@uni-jena.de

→ uni-jena.de/en/international



The **Career Point** serves as a central point of contact for all students and graduates of the University of Jena for questions on career entry. We would like to help students make the leap into the business world and support them in preparing their application documents, preparing for job interviews, and looking for jobs and internships in Thuringia. The Career Uni Jena app (free in Google Play and in the App Store) and the website career.uni-jena.de/en feature all events and a job portal with current and interregional job advertisements..

CAREER POINT

Am Planetarium 8, 3rd floor

Phone: +49 3641 9-401544

✉ career@uni-jena.de

→ career.uni-jena.de/en

CAREER APP

Scroll through the job portal in the Career Uni Jena app or simply register for exciting events on the subject of practical experience and career entry.

→ career.uni-jena.de/en/career-uni-jena-app

The **ombudspersons** for international students can help you if you are unable to find the right person or institute at the University to help you with your inquiry.

→ uni-jena.de/en/support-advice-international

At the University, a range of **examinations offices** are responsible for the students. They take care of all matters relating to registering or cancelling registrations for examinations, all related formalities and deadlines as well as the recognition of your course work, and finding the correct level for you. It is important to find out which examinations office is responsible for your study programme. You can find an overview of all examinations offices at:

→ uni-jena.de/en/examination



For office hours, contacts and deadlines, please refer to the websites of the respective examinations offices. For simple and general questions, you may contact your examinations office directly by telephone.

→ hanfried.uni-jena.de

SUBJECT-SPECIFIC ACADEMIC ADVISORY SERVICE

If you have any questions about your study plan or module catalogue, your subject-specific academic advisory service or student advisor in your subject can help. You can find the respective contact details by clicking on your study programme in the following link, and then scrolling (all the way down) to the ›Contacts‹ (Ansprechpartner) at the bottom.

→ uni-jena.de/en/degree-programmes

WORKSHOP SERIES »STUDIER:BAR«

Efficient learning methods, time management skills, motivational techniques and digital tools can help you get the most out of your studies. Our Workshop series and accompanying materials will give you the support you need.

→ uni-jena.de/en/studierbar

The **Equal Opportunities Office** is located in Zwätzengasse 3 between the MSZ and University Main Building. It is responsible for supporting women in the workplace and students with children, and also helps in cases of sexual harassment. Last but not least, it carries out advanced training on gender-specific topics.

→ uni-jena.de/en/equal-opportunities-office

The University of Jena has several interest groups. The **Diversity Office** is one of them. We are committed to make sure that all members and affiliates of the University are able to pursue their work duties, scholarly activities, or studies on an equal basis, regardless of ethnic background, gender, gender identity, sexual orientation, religion or belief, disability, age, chronic or mental illness, family responsibilities, or socioeconomic background. Our aim is to raise awareness of diversity-related issues and special needs, and to break down bar-



riers and disadvantages in order to ensure equal opportunities and non-discriminatory coexistence. If you experience disadvantage or discrimination, please contact us.

→ uni-jena.de/en/diversity-office

The **IT Service Centre** is your first service point regarding the University Computer Centre's wide range of services for students. You may contact it if you need help setting up your access to the university network or if you have any questions about your university email account, e.g. if you have lost your password or forgotten it. Sometimes you can also buy software for study purposes at discount rates or for free (here). You can find a list of all the services, including information on courses, the ›Upload service‹, and TV recordings for research purposes, under ›Services‹ (Dienste) menu item.

IT-SERVICEZENTRUM (IT SERVICE CENTRE)

Ernst-Abbe-Platz 4, room 1209

Phone: +49 3641 9-404777

✉ itservice@uni-jena.de

→ uni-jena.de/urz-kontakt

The IT Service Centre is also happy to help you in managing or setting up mailing lists. Use the following link to find upcoming dates for the notebook support (Notebooksprechstunde). This is the right place to come if you encounter problems with your private laptop, e.g. if you are unable to gain access to the university network.

→ uni-jena.de/en/help-desk-for-your-mobilde-devices

FEEDBACK CORNER

Is there anything about your study programme or student status that you think we should know about?

✉ feedback@uni-jena.de

→ uni-jena.de/en/feedback



In addition to the University's services, **Studierendenwerk Thüringen (StuWe)** also offers a wide range of services and advice to students. As the operator of Jena's canteens and university cafeterias, StuWe is the place to go if you have any questions about these services. You can also download an app so that you will not miss your favourite dish anymore.

→ stw-thueringen.de/en

The Studierendenwerk also informs you about its seasonal activities, opportunities for free children's meals, and its various menu options. Anyone (who is) interested in the environmental and ethical principles of the canteens can find them on its website. You are also encouraged to express your praise or criticism. With its ›Campus Buffet‹ offerings, the Studierendenwerk also provides a catering service for events at the University—from Student Representative Committee meetings to study conferences.

Another important area managed by the Studierendenwerk is housing. It operates 30 student dorms in Jena. They offer approx. 3,100 students a roof over their head. In Jena, the Department of Student Living (Studentisches Wohnen) is located on the first floor of the canteen in Philosophenweg. This is the place to come when you have questions about applying for a place in the housing programme or if you need information about specific dorms. It goes without saying that the Studierendenwerk also offers housing for families or impaired people.

The Studierendenwerk also has a range of extra services for international students. All dorms have dorm tutors. They serve as your support on the ground, helping to get you settled in and offering support in almost all everyday issues. From questions regarding disposing of household waste to where you can buy the best cup of coffee, these committed students are always happy to help.

In addition to arranging housing in its own dorms, the Studierendenwerk also provides general support in helping students find their new home. It also supports students in finding vacant rooms in private households, for example by the project ›Wohnen für Hilfe‹. Last but not least, you can also contact the Department of Student Living



(Studentisches Wohnen) should you have any questions regarding the TV license fee for public broadcasting service (GEZ or Rundfunkbeitrag) or registering your primary place of residence.

Directly opposite the canteen, you can find INFOtake—a central information desk run by the Studierendenwerk. This is the place to come if you need help with applications or need information, e.g. relating to Studierendenwerk cultural support or financing your studies. Even though the Studierendenwerk itself does not provide any scholarships, it can still help you find answers to any financing questions you might have. At the INFOtake, you can ask for a part-time job as a student assistant or get information on study finance schemes or student loans. In cases of hardship, you can apply for a direct financial support, i.e. a loan from the Studierendenwerk or coupons for paying their services. By paying your semester fee, the Studierendenwerk arranges a range of insurances on your behalf (e.g. accident insurance, private accident insurance, and a limited liability insurance). If you wish to submit a claim or have any questions regarding these insurance policies, please contact the information desk.

The Studierendenwerk also covers part of the costs for a hepatitis vaccination if students are about to do an internship or study abroad in a country deemed dangerous.

→ stw-thueringen.de/en

General Social Counselling (Allgemeine Sozialberatung – ASB) is available in the University family office JUniFamilie, directly next to the information desk at the Ernst-Abbe-Platz campus. This support centre provides advice on issues such as financing your studies through work, social benefits of the Studierendenwerk, benefits for pregnant women and students with children, and potential savings. It goes without saying that students with disabilities or international students can also ask any specific questions at the ASB.



FAMILIENBÜRO »JUNIFAMILIE«
(OFFICE FOR THE SUPPORT OF FAMILIES)
Ernst-Abbe-Platz 5
Phone: +49 3641 9-401230

✉ familie@uni-jena.de
→ uni-jena.de/en/familienbuero

The **Psychosocial Counselling** (PSB) is located in KuBIS (Zentrum für Kultur, Beratung, Internationales und Soziales). At this service point, you can get advice during office hours or upon a prior appointment. The team also offers an online advisory service, including in English. No matter whether you are suffering from worries regarding your examinations, you are struggling with or having learning difficulties, someone can help you here. In serious cases, the PSB can also arrange mediation or psychotherapy.

KUBIS
Philosophenweg 5
Phone: +49 3641 9-4006-90, -93, -94. -95

✉ psb-jena@stw-thueringen.de

The StuWe offers also a legal counselling.
Gasterstedt&Bechtel/ Rechtsberatung Jena
Sophienstraße 7

✉ info@gasterstedt-bechtel.de
→ stw-thueringen.de/en/counselling/legal-advice





FACTS AND FIGURES

History, faculties, fields of research

UNIVERSITY HISTORY

The University of Jena was founded in 1558 by the Elector John Frederick of Saxony. The Elector (had) already awarded the institution the imperial privilege as a university in 1557, before the University opened a year later on 2 February 1558. A bronze statue of Elector John Frederick has stood in the city's historical marketplace—not far from the University Main Building—ever since. Also known as ›Hanfried‹, which is a combination of his German names Johann and Friedrich, this statue is still a popular meeting place (today).

The ›alma mater jenensis‹ is one of the oldest universities in Germany. The University of Jena was founded as a protestant university/higher education institution. It made a name for itself at an early stage due to the theological debates initiated by Martin Luther becoming a hub within the Reformation movement. From 1653, the mathematician and astronomer Erhard Weigel lectured in Jena. Among his students were the philosophers Gottfried Wilhelm Leibniz and Samuel von Pufendorf. The University of Jena was one of Germany's largest universities at the beginning of the eighteenth century boasting some 1,800 students.

A certain Johann Wolfgang von Goethe then influenced the University like no other. With his policy-making and far-reaching contacts, he ensured that the years around 1800 are nowadays known as the University's Classicist-Romanticist ›wonder years‹. Jena is still considered a centre of German Romanticism to this day. During Goethe's time, the early-modern university had already substantially grown and differentiated itself within its four faculties (Law, Medicine, Philosophy and Theology). A list of the University staff and students from this era reads like a ›who's who‹ of great thinkers from the period.



For instance, Goethe attracted Friedrich Schiller, the University's future eponym, to the Saale Valley as a professor of philosophy during this time.

But these are only a couple of the household names that graced Jena during this era. The philosophers Georg Wilhelm Friedrich Hegel, Johann Gottlieb Fichte, and Friedrich Wilhelm Joseph Schelling all delivered lectures here. The same goes for the poet Johann Heinrich Voß and the brothers August Wilhelm and Friedrich Schlegel. Authors such as Georg Philipp Friedrich Freiherr von Hardenberg, known as Novalis, Friedrich Hölderlin, Clemens Brentano, and Ernst Moritz Arndt were all students in Jena — as was the ›inventor‹ of the kindergarten, the pedagogue Friedrich Fröbel.

Regrettably, famous women such as Sophie Mereau and Caroline Schelling are often forgotten, despite leaving a substantial influence on Jena's intellectual landscape. Several scientific greats should not be overlooked either, for instance Johann Wolfgang Döbereiner, the inventor of the periodic law for the chemical elements, and Justus Christian Loder, the anatomist and later personal doctor of the Russian tsars.

The German defeat at the Battle of Jena–Auerstedt on 14 October 1806 briefly put Jena under French influence. A resistance to this rule was quick to emerge, particularly among students. This development climaxed in the foundation of the first German student fraternity in 1815. The founding location, the Grüne Tanne pub, is the current headquarters of the Arminia auf dem Burgkeller fraternity, and it has started to open its doors to guests again over the last few years.

The University has been a driving force behind the economic development of Jena, with the end of the nineteenth century seeing a notable boom. The world famous optics company Carl Zeiss Jena was founded by a Jena graduate at that time, as was the glass-making company Otto Schott.

These two companies are still the major employers in the city to this day. In 1870, the economic symbiosis was completed by the physicist Ernst Abbe. Without his research (activities), Zeiss would have never produced high-qua-



lity microscopes and Schott would therefore have never had any reason to produce incredibly pure specialist glass. This vital contribution is commemorated by the University's modern-day campus named ›Ernst-Abbe-Platz‹.

In 1908, a new main building was erected on the foundations of the former City Castle of Jena to mark the 350th anniversary of the University.

At the start of the twentieth century, the evolutionary biologist Ernst Haeckel also taught in Jena. Not far away from the eponymous city square, in his residence Villa Medusa, the Institute for the History of Medicine, Sciences and Technology Ernst-Haeckel-Haus is housed today. It is also worth noting that the logician and mathematician Gottlob Frege retired from years of teaching at the alma mater jenensis in 1917, having laid the groundwork for today's computer technology with the development of formal language.

In 1934, the University received its new full name which still applies today: Friedrich Schiller University Jena. In 1945, large parts of the old University building were destroyed during the Allied bombing raids. For ideological reasons, the University was rebranded as higher education institutions over the next few years. In this period, the Institute for Dialectic Materialism was founded, while there was was founded; the Institute for Marxism-Leninism was founded in 1960.

Several institutes and lecturers moved into the city's research tower during this period. Although this building proved unfavourable from a logistical standpoint, the University was only able to relocate to the current campus, which was previously the city's main Zeiss site, in 1996. This succession perfectly illustrates how the University and the local industry dovetail here. Bau 15, Germany's first freestanding high rise, is also part of the modern-day campus.

During the East German era, Jena was seen as a centre for dissidents, so it should not come as a surprise that the city saw its biggest demonstration to date on 4 November 1989.

Almost 40,000 people took to the Platz der Kosmonauten—today's Eichplatz—to protest against the communist dictatorship.



FACULTIES AND FIELDS OF RESEARCH

Today, the University is the largest university in the State of Thuringia and the only state University covering all disciplines.

The University comprises **ten faculties**:

- Faculty of Theology
- Faculty of Law
- Faculty of Economics and Business Administration
- Faculty of Arts
- Faculty of Social and Behavioural Sciences
- Faculty of Mathematics and Computer Science
- Faculty of Physics and Astronomy
- Faculty of Chemistry and Earth Sciences
- Faculty of Biological Sciences
- Faculty of Medicine

→ uni-jena.de/en/schools

Regarding their research activities, the faculties focus on these areas:

LIGHT

optics and photonics, innovative materials; energy storage

LIFE

microbiology and infection research; biodiversity and bio-geo-interaction; gerontology

LIBERTY

social change; enlightenment; romanticism; Eastern Europe; contemporary history

These form an infrastructure in which various institutes can collaborate promoting interdisciplinary research in the process. In addition to these research focuses and the cross-faculty structure, a range of additional research areas exist. These are funded by the German Research Foundation (DFG).

As a result, there are two chemistry-based research programmes, one in geosciences, and one programme focusing on art history. The University also launched several DFG collaborative research centres, for instance in the follo-



wing topics: ›Pathogenic fungi and their human host: Networks of interaction‹ and ›AquaDiva: Understanding the Links Between Surface and Subsurface Biogeosphere‹. The research support is rounded out by the DFG Research Centre for Integrative Biodiversity Research.

→ uni-jena.de/en/research

THE UNIVERSITY IN NUMBERS

Students can graduate in **over 200 study programmes** at the University of Jena, most of which offer a Bachelor/Masters qualification or conclude with a state examination. Apart from those, around 25 postgraduate courses are (also) available for graduates.

→ uni-jena.de/en/degree-programmes

In the last winter semester 2023/24, 17,046 students studied at the University. Among these, 3,444 were new students. Appr. 2,443 students came from abroad.

In 2020 (as at 01.12.2020), the university (excluding the hospital) employed 3,571 full-time staff, 352 of whom held a professorship. Just under a third of these employees were non-scientific staff. There were 54 trainees.

In 2022, 2,700 students gained their degree at the University. A total of 520 students received their doctorate.

→ uni-jena.de/en/office-for-resource-management-and-reporting

The University has university **agreements with 225 universities in 57 countries**. This does not just include the USA or France. If you wish, you could study at the Hebrew University in Israel, Oulu University in Finland or Chonnam National University in South Korea to name only a few.

As part of the ERASMUS+ exchange programme, our students can study abroad at over 300 European partner institutions and at numerous global partner universities. In addition, the University is also a member of the Coimbra Group, an association of traditional European universities head-



quartered in Brussels. Other members include the Charles University in Prague as well as the universities in Iasi, Pavia, Poitiers, Salamanca and Turku.

→ uni-jena.de/en/international

One notable domestic cooperation is the cooperation network Universitätsbund with the Universities in Halle (Saale) and Leipzig, which was founded in 1995.

→ mitteldeutscher-unibund.de

You can learn **almost 20 languages at the University Language Centre**. One-semester courses cost €40 only. Take a chance and learn a foreign language or enhance your existing know-how. Some courses are taught by native speakers.

→ uni-jena.de/en/language-centre

The range of sports available at the **University Sports Centre** is even more diverse. You can try your hand at around 100 different sports. Particularly popular sports, e.g. football, dancing or aerobics, are offered in a various courses. By the same token, fans of ballet revolution, those fancying aerobic Zumba or beach football will also find like-minded individuals here. In addition, the Sports Centre also organizes weight-loss classes, relaxation training, and adventure (action) weekends as well as sailing courses.

→ hochschulsport.uni-jena.de/en

The **Thuringian State and University Library** (ThULB) is also located in Jena. It is the largest academic library in Thuringia and it is divided into four branch libraries:

- Arts and Humanities
- Natural Sciences
- Medicine
- Law, Economics, and Social Sciences

These are spread across a total of 13 sites. Around 1,800 study spaces are available, including 300 with a PC. ThULB has a universal range of information media, including historical inventories and collections. With the Bibliothe-



ca Electoralis, the library set up in 1502 by Elector Frederick the Wise, one of the most important collections from the Reformation is in the ownership of ThULB.

From the roughly four million media items in stock, around two million books and magazines are displayed for open access in the ThULB's branch libraries. These materials are complemented by a variety of digital resources, e.g. e-books, e-journals, and databases). Some digitized stocks and collections belonging to ThULB and to other scientific and cultural institutions are available through the Universal Multimedia Electronic Library (UrMEL). All conventional and digital media items in ThULB can be found via the Google-like ThULB search feature currently containing over 125 million documents and references.

Around 1.67 million people use the ThULB every year, so—statistically speaking—three out of every four citizens of Thuringia visit the library every year.

→ thulb.uni-jena.de/en





UNIVERSITY STRUCTURE

management, faculties, administration, bodies

The head of the Executive Committee is Prof. Dr. Andreas Marx since 1 August 2024.

The President represents the University. He is appointed to the post for six years and performs the following tasks:

- The President oversees the ongoing business of the University.
- He oversees the Dean's Offices ensuring that teaching staff fulfil their teaching and examination obligations, and their tasks in supporting students adequately.
- The President can also pass these powers of supervision and instruction on to the Deans.

The following institutions are directly subordinate to the President:

- International Office (IB)
- Communications and Marketing
- Thuringian State and University Library (ThULB)
- University Archives
- Collegium Europaeum Jenense (CEJ)
- Music and Culture at the University

The President, Vice-Presidents and Kanzler (Head of Administration) form the **Executive Board**. The Executive Board is appointed by the President from among the members of the University and confirmed by the Senate. The President also has the power to cancel the mandate of Vice-Presidents in agreement with the University Supervisory Board.

The following **Vice-Presidents** report to the President:

- Vice-President for Learning and Teaching
 - Office for Quality Development in Teaching and Studying



- Service Centre for Higher Education Didactics (LehreLernen)
- Writing Centre (SchreibenLernen)
- Vice-President for Research
- Vice-President for Digitalisation
- Vice-President for Young Researchers and Diversity Management with
 - Graduate Academy
 - Equal Opportunities Office

The Kanzler is the head of the University administration, i.e. head of divisions and other institutions. The University administration primarily focuses on all academic and student-related matters, on human resources, financial, technical, and legal matters relating to the University.

The Kanzler oversees the administration of the University under the President's responsibility and is also in charge of the budget.

The following divisions are subordinated to the Kanzler:

DIVISION OR STUDENT AFFAIRS:

Academic controlling; planning and statistics; Study and Examinations Office; funding of graduates; Master Service Centre; Student Service Centre; study- and examination-related matters; thoska; further education; study-related marketing; Central Academic Advisory Services

DIVISION FOR FINANCES AND PURCHASING

Purchasing; financial accounting; financial controlling

DIVISION FOR CONSTRUCTION AND FACILITY MANAGEMENT

Equipment and building planning; properties and service; technical safety

DIVISION FOR HUMAN RESOURCES

Training; internal services; personnel; staff appointment management and statistics; retraining

In addition, the following units also report to the Kanzler:

- Legal Office
- Service Centre for Research and Transfer
- Office for Resource Management and Reporting



- Internal Audit Office
- University Computer Centre

There are various bodies within the University which discuss the interests of all members of the University:

SENATE

The Senate's tasks are anchored in the Thuringian Higher Education Act (Thüringer Hochschulgesetz, ThürHG) and the Constitution of the University. This body mainly focuses on:

- resolutions, statements, recommendations (e.g. for appointing professors)
- participation in electing and cancelling the mandates of the President and the Kanzler, and appointing the members of the University Supervisory Board, confirming the mandates of Vice-Presidents
- awarding academic honours

The Senate consists of 21 members with voting rights, i.e. representatives of teaching staff, students, academic staff, and other staff members.

UNIVERSITY SUPERVISORY BOARD

The University Supervisory Board provides recommendations on shaping the University's profile and setting focuses in research and teaching as well as in developing the range of study programmes offered.

- The University Supervisory Board consists of ten members with voting rights, though the Constitution of the University stipulates that at least two thirds of its members with voting rights are to be external persons.
- The members of the University Supervisory Board are appointed by the Thuringian Ministry of Economy, Science, and the Digital Society for a period of four years.

In addition, the University Supervisory Board is tasked with the following:

- electing and cancelling the mandate of the President and electing the Kanzler
- issuing resolutions and statements
- accepting the Executive Board's annual report



FACULTY COUNCILS

Each of the ten faculties:

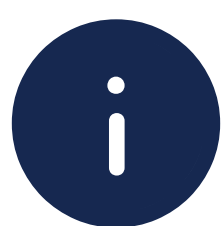
- formulates their own study regulations and examination regulations
- can appoint teaching staff

The University Supervisory Board regulates communication between the individual faculties.

STUDENT BODIES

All students, divided into their respective subject-related student representative committees, elect the members of the Student Representative Council. It operates as both executive and legislative body within student administration. It addresses all student-related interests to the university life. In these topic-specific units, students can engage in their activities and participate in planning projects, e.g. a student magazine Akrützel, CampusRadio and CampusTV, and campus media sources, in discussions and in many other activities.

→ stura.uni-jena.de



INFORMATION

→ [Academic and administrative structure](#)





OTHER UNIVERSITY INSTITUTIONS

libraries, university computer centre, museums

THE THURINGIAN STATE AND UNIVERSITY LIBRARY (THULB)

The ThULB is the University library and state library of the State of Thuringia. It encompasses all the library institutions within the University. The ThULB provides the required literature and additional information media for teaching, research, and study programmes—not only in Jena, but on a national level.

By registering with the University, you are registered as a library user automatically. Your thoska card serves as your library card for borrowing, copying, printing, and settling charges. At the beginning of each semester, you may attend courses introducing you to the library services.

In electronic course reserves, you can access a compact package of materials and information selected by your lecturers for a particular course. Using your university credentials via VPN, you have also access to electronic newspapers, books, and databases licensed by ThULB from your workplace at home.

→ thulb.uni-jena.de/en

The URZ provides its services and facilities to all employees and students at the University supporting research, teaching, and administration. The Multimedia Centre is affiliated with the URZ. The URZ is one of the most important institutions for digital communications, technical equipment in the University facilities, and IT support. As a new student you will receive your personal login credentials for using the Internet.

→ portal.uni-jena.de/en



In addition, all students receive their own email address at the beginning of their studies. You can check your inbox using the following link:

→ webmail.uni-jena.de

In the integrated Multimedia Centre, you can use PC pools and printers. If you are having issues logging in to the Wi-Fi network or using your PC, you can contact the IT Service Centre. Thanks to a modern technology, you can now view many lectures online. The URZ also offers special IT courses for which a registration via Friedolin is necessary.

→ uni-jena.de/en/services

The **UKJ** is the oldest **university hospital in Thuringia** founded more than 200 years ago. The tradition of medical education in Jena is even more remarkable—as one of the founding faculties of the University, the Faculty of Medicine can look back on over 450 years of medical learning.

Every year, the 26 clinics and polyclinics treat over 52,500 inpatients and carry out over 364,000 outpatient consultations. A total of 2,300 students of medicine and dentistry learn their professions here. At 25 institutes, scientists from over 25 nations conduct their research.

→ uniklinikum-jena.de/en

COLLECTIONS AND MUSEUMS

Thanks to its extensive and rich history, see above: the University owns many historical collections, memorials, and museums. Places, such as Schiller's Garden House, the Phyletic Museum, and the memorials to Johann Wolfgang von Goethe and Ernst Haeckel invite you to learn more about the famous personalities closely connected to the University. By the same token, the Herbarium Haussknecht, the Oriental Coin Cabinet, and Papyrus Collection are all unique within the German academic landscape. Information on all museums and collections as well as on the current exhibitions is available online at:

→ uni-jena.de/en/collections



Located in the heart of the city, the Botanical Garden is also part of the University. On 4.5 hectares of space, around 10,000 species of plants from the world's most important vegetation types are cultivated in lush outdoor areas and greenhouses. Students have free entry with their thoska card. In the events calendar, you may find current presentations and tours:

→ botanischergarten.uni-jena.de

The **University/Thuringian Archives** serve as a living memory of academic life. Its collection, starting with the foundation of the University in the mid-sixteenth century and extending to the present day, is one of the largest university archives today.

→ uni-jena.de/en/university-archives-jena

UNIVERSITY'S EVALUATION UNIT (ULE)

University's Evaluation is a tool which students can use to provide feedback on their study programme. The evaluation process of teaching is aimed at ensuring the highest teaching standards and identifying possible improvements. To this end, the project develops scientifically-sound survey tools to support and promote the dialogue between the people involved, i.e. teachers and students.

Students are encouraged to take part in the evaluations on all levels and provide their personal feedback—whether it is on individual courses, in which students provide their tutors with feedback through a survey, or in subject-specific questionnaires in which students evaluate the entire study programme. All evaluations are anonymous and voluntary. It is vital that as many students as possible become actively involved in the feedback process, as this increases the reliability of the results.

→ ule.uni-jena.de/en

The student working group Quality Development in Teaching (Studierenden-AG Qualitätsentwicklung in der Lehre) offers another way of participating away from the existing bodies through which students can identify problems.



The student working group is directed by the Vice-President for Learning and Teaching. Its meetings generally take place once a semester on the invitation of the Vice-President. The agenda is based on student's proposals. In addition to subject-related representatives and representatives of the Student Representative Council (StuRa), any other interested parties can also participate.

→ uni-jena.de/studierendenag

A colourful university needs green ideas! This is the motto of the Green Office, the central contact point for sustainability at the University of Jena. Together with you as students, we would like to make a contribution to enable future generations to enjoy equal social, economic and ecological conditions. Would you like to get involved in sustainability? Do you have an idea on how we can make the campus greener or university life more sustainable? Then get in touch with us!

→ uni-jena.de/en/sustainability





STUDYING ABROAD

studying and internships abroad

The University of Jena is one of the four traditional German universities to belong to the Coimbra Group—an association promoting academic cooperation between 41 universities across Europe. Moreover, the University maintains ties with higher education institutions in 57 countries.

GAIN INFORMATION EARLY ENOUGH

In order to find the most suitable university, you may use the extensive online information on our website. For this reason, we recommend you to collect the information on the following aspects early enough:

- various exchange programmes available at the University
- financing option for your study period abroad
- recognition of the course work carried out abroad
- finding the best time for studying abroad regarding your study plan
- your tasks before and after your study period abroad
- other requirements and opportunities for studying abroad

→ uni-jena.de/en/studying-abroad

EXCHANGE PROGRAMMES: ERASMUS+ AND OTHER PROGRAMMES

One of the most important programmes for studying abroad is the ERASMUS+ programme—an exchange programme for the EU member states.

ERASMUS+ provides you with organizational and monthly financial support during your stay abroad. In the ERASMUS+ programme, you can either study or arrange an internship abroad.

The International Office can advise you about the various options available as part of the ERASMUS+ programme, about other exchange programmes, and



the corresponding financial support available. The International Office and the faculties/institutes also organize information events. For further subject-specific information, please contact your ERASMUS+ coordinator responsible for your study programme.

You can find an overview of all coordinators on the following link and menu items: Studying abroad / Semester abroad / Programmes / ERASMUS+ / Coordinators:

→ uni-jena.de/en/studying-abroad

On the website, you can also search for destinations in other regions. The University offers a wide range of exchange programmes across the globe, including:

- Central, South, and South-Eastern Europe
- North and South America
- Asia

INTERNSHIPS ABROAD

Do you want to gain some career experience abroad? If so, please visit the following link to select among the most important support programmes for internships abroad and suggestions of how to finance them.

→ uni-jena.de/en/funding-options-for-internship-abroad

FORMS

When you have decided on a specific destination abroad, you have to fill out some forms. In order to simplify your application process, we have gathered all required forms for your exchange programme on this website:

→ uni-jena.de/en/forms

FINANCING

Do not worry about the costs of studying abroad. The following basic information may help you setting up your (personal) financing plan:

→ uni-jena.de/en/further-funding-options



ERASMUS+ programme participants receive financial support monthly. This financial contribution includes living costs at your foreign place of study. In addition, several financing options are also available if you take part in one of the other exchange programmes. These includes scholarships from sponsoring organizations and foundations, and study loans from the Federal Ministry of Education and Research. The range of support options is extensive. Our International Office is happy to inform you about support programmes which match your interests, subject and skill set.

LANGUAGE COURSES

If you would like to refresh your language skills ahead of a semester abroad, register for a language course at the Language Centre. Expert native speakers and trained language teachers offer language courses with a variety of different levels and focuses. These courses, which may be completed by examinations to receive a language certificate, give you a solid linguistic footing for your study period abroad.

→ uni-jena.de/en/language-centre

ADVISORY SERVICES FROM THE INTERNATIONAL OFFICE

Gathering information on our website and having a little patience while planning your exchange, you have the incredible opportunity to meet new people and cultures abroad enriching your knowledge and personality. Take a chance of it! The team of the International Office is happy to advise you, whether you are spending one or even multiple semesters abroad.

→ uni-jena.de/en/contact-information

EC2U – EUROPEAN CAMPUS OF CITY UNIVERSITIES

Together with its partner universities Coimbra (Portugal), Iasi (Romania), Linz (Austria), Pavia (Italy), Poitiers (France), Salamanca (Spain) and Turku (Finland), the University of Jena forms the EC2U campus. Students from all seven partners can study together in real and virtual terms, carry out projects or have fun—for example at the Science Battle in September. The International



Office awards travel grants, and with the Jena Erasmus Student Network (ESN) you can participate in the EC2U Forum and other cultural and sporting events.

→ uni-jena.de/en/ec2u

MYMOBILE TUTOR APP

Everything you need to know about the university and the city, city map, calendar of events, everyday tips, canteen menus. Campus information from 6 European partner universities in the EC2U network. In German and English.

→ mmt.ec2u.eu

WELCOME BUDDY PROGRAM

Get involved, gain intercultural experience, train your language skills: as a Welcome Buddy, you support international students when they start their studies after their arrival; as a subject mentor, you accompany international students on an undergraduate degree program during their first semesters.

→ uni-jena.de/en/mentoring-programmes





SEMESTER CONTRIBUTION AND RE-REGISTRATION

When, why and how much?

The University does not charge any tuition fees. Only long-term study fees (»Langzeitstudiengebühren«) apply if you are studying too long.

Financing various services, the University collects a semester contribution which is then re-distributed to several service providers. The contribution is due before every semester begins and may vary from year to year. Paying the semester contribution, you are signalling that you are about to continue your studies in the next semester. In this semester, the semester contribution amounts to € 272.65. As a new student, you paid additional € 20 for issuing the thoska card. The semester fee comprises the following services:

176.40 € Germany semester ticket, i.e. travel by regional train and local public transport nationwide, as the general Germany ticket applies there in each case

85.00 € basic contribution to Studierendenwerk Thüringen (StuWe)

4.25 € culture ticket

7.00 € contribution to the student body

272.65 € semester contribution

You can find out what StuWe and StuRa finance with your money for your well-being during the semester on their websites or in the corresponding chapters of this brochure.



To see your personal information relating to the semester fee, please log in to Friedolin and go to »Information on Re-Registration«. You will also be reminded to pay the semester contribution every semester by email sent to your university email address. The deadlines for transferring the semester fee to the University's bank account are always the same: 15 August for the winter semester and 15 February for the summer semester, i.e. always in the middle of the previous semester.

If you have any questions or problems, please refer to the website below or contact the Student Service Centre (SSZ) or the International Office (IB).

→ uni-jena.de/en/re-registration

In the SSZ, you can also pay the semester contribution directly by your debit card if you are unable or unwilling to transfer the money. However, please note that cash payments are not accepted. You can also transfer the semester contribution in instalments splitting the total sum into desired instalments on your own. In this case it is vital that the entire amount is transferred by the deadline. Please always include the same payment information in order so that we are able to assign the transfer to the correct person.

The bank transfer information for your semester contribution is as follows (using the example of the winter semester 2024/25):

UNIVERSITÄT JENA

IBAN DE09 8200 0000 0083 0015 03

BIC MARKDEF1820

payment reference 242-XXXXXX-799, Family name, first name

[XXXXXX= your matriculation number]

Please note that the first three figures of the payment reference (»Verwendungszweck«) must refer to the semester in question, i.e. these figures change every year.

»242-« used above stands for the winter semester 2024/25.

The next payment will then begin with »251-« for the summer



semester 2025, whereas ›252-‹ designates the winter semester 2025/26.

Please remember that after you have transferred your semester contribution, it can take up to a week for the money to be transferred to the University bank account ultimately depending on your bank. If the amount has been transferred properly, you can print your certificate of student status and the information of your student status (Datenkontrollblatt) for the new semester via Friedolin, and re-validate your thoska card. If there are difficulties linking incoming payments to a specific person, please submit a proof of transfer to the SSZ, e.g. a bank account statement or a bank cash payment receipt.

If you take a leave of absence from your studies, you can still pay the semester contribution voluntarily. If you do not want to pay it, you have to apply for an exemption as part of the leave of absence application at the SSZ before the re-registration deadline. Should you have already paid the semester contribution and applied for a leave of absence for the semester in question, the money can still be refunded. Equally, this is only possible if you have applied for the leave of absence before the start of the semester by submitting your leave of absence application and your thoska card.





LIVING AND STUDYING

accommodation, finance, family, social advisory services

ACCOMMODATION

It is quite possible that you needed some time to find the right accommodation to match your size and price expectations. If you have not found the right lodgings, yet, this section may give you some useful pointers on finding your accommodation in Jena.

The **Studierendenwerk** operates over 30 dorms in Jena, providing a good service for a reasonable price for students. The rental prices for roughly 3,100 accommodation units currently range between € 178 and € 430.

→ stw-thueringen.de/en/housing

You can compare the different accommodation options available on the website and apply for your unit of choice. All flats have basic facilities and are suitable for both people looking for their own apartment and those who prefer sharing with others. International students and students with disabilities receive special support while searching for their accommodation from the advisory services. The INFOtake, the information desk of the Studierendenwerk, can help you to find a private accommodation if you were not entitled to a place in one of the dorms or would prefer a private accommodation.

If you are looking for a private room in Jena from abroad, we advise looking in neighbouring towns and cities, too (Weimar, Erfurt, Kahla, Gera, Apolda). It is best to do so using the Internet. There are many information boards in the university buildings displaying available rooms and flats.

→ uni-jena.de/en/housing



Another way of saving on rent and doing something for your fellow citizens at the same time is the project Housing for Help (Wohnen für Hilfe). As part of this scheme, citizens of Jena offer students a free accommodation. Students have to commit to offering a service in return, for example: helping in their household, looking after their children or keeping them company. The following rule of thumb applies: ›One hour of work in return for one square metre of living space.‹ Sounds like a fair deal!

→ stw-thueringen.de/en/housing

And of course, do not forget: at peak periods, e.g. at the start and the end of each semester, there are posters everywhere as people try to find new tenants for their shared student flats (Wohngemeinschaft, abbreviated WG). So keep your eyes peeled!

FINANCING YOUR DEGREE

Left with empty pockets at the end of the month? Does it sound familiar? Do not worry, there are many options available for financing your studies. The average monthly cost of studying in Jena is around € 700–850, i.e. for rent, food, clothing etc.

It might be worth finding out about possible scholarships. In Germany, numerous foundations, companies, ministries, and associations provide support for students.

International students can find additional information here:

→ uni-jena.de/en/financing-studies-international

Many organizations have specific criteria for scholarship holders, e.g. they only provide support to students of a specific subject. For more information, please visit:

→ uni-jena.de/en/equal-opportunities-office

It is also worth asking your professors and lectures. With a bit of luck, you may have the chance to contribute to a research project as a student research assistant. The Federal Employment Agency (BundesAgentur für Arbeit) and Studierendenwerk



Thüringen would be happy to help you in finding a part-time job. Moreover, you always have the opportunity to find a job at a local business, in the next-door bar, or via job portals.

→ uni-jena.de/en/job-market

STUDYING WITH A FAMILY, EQUAL OPPORTUNITIES, PROBLEMS AND PERSONAL CRISES

Having children and studying does not have to be mutually exclusive. If you wish to combine both, studying and having a family, the family services provided by the University and the Studierendenwerk Thüringen may be helpful.

FAMILY OFFICE

On the website of the Family Office (JuniFamilie), you will find a lot of information on reconciling family life and study.

→ uni-jena.de/en/family-office

FULL-DAY OR FLEXIBLE CHILD CARE

In addition to the advisory services for student parents and the options available for part-time studies and special study plans, you can also opt for a child care at the University—from a flexible child care (e.g. hourly) at ›JUni Kids‹ (JuniKinder) to a full-day child care in the four Studierendenwerk day-care centres.

For other local day-care options, please visit the website of the City of Jena city council:

→ jena.de

Baby welcome packages

Every student's child receives a baby welcome package with a wide range of useful items and tips for parents. You can claim your package at the INFOtake on the Ernst-Abbe-Platz campus.

Canteen meals for children

By the way, with the children's IDs issued by the Studierendenwerk, all children can eat for free with their parents in the Studierendenwerk canteens. Please visit the INFOtake to apply for an ID at Ernst-Abbe-Platz.



Other advisory centres

Jena University Hospital also offers an advisory service for students with children:

→ uniklinikum-jena.de/pflege/en

EQUAL OPPORTUNITIES OFFICE

The University's Equal Opportunities Office provides all students with advice and support in matters relating to equal opportunities in your studies. Among other things, this office addresses organizing your studies (e.g. studying with children) and advises in cases of sexual harassment, or difficulties within the University.

STUDIERENDENWERK ADVISORY SERVICES

Studierendenwerk Thüringen is one of the most important service points for all students in Jena. You can contact their advisory centres for various challenges:

→ stw-thueringen.de/en/counselling

Social Counselling advises on:

financing your studies through a gainful employment, the social benefits of the Studierendenwerk (loans, coupons), benefits for soon-to-be mothers and students with children, entitlements from social services (child support, financial support schemes, welfare benefits, housing benefits, family allowances), potential savings (exemption from the radio and television license fee, social tariff available from Telekom), framework of studies (health insurance and other insurances, organizing your studies), questions from students with disabilities or students with chronic illnesses, questions from international students.

Contact the Psychosocial Counselling if you:

are suffering from problems with studying and working, are having difficulties meeting people, are burdened by conflicts with parents, partner or flatmates; often feel overwhelmed or insecure, suffer from nerves due to your examinations and other worries, are constricted by depressive moods, are at risk of becoming addicted to something or are already addicted (the Internet, drugs, food), often have doubts about yourself or your studies, have the feeling your studies are never ending, or require information about psychotherapy.



Legal advice service

The Studierendenwerk also offers an expert legal advice service within the framework of its responsibility according to the section 3 subsection 1 of the Thuringian Act on Studierendenwerk (Thüringer Studentenwerksgesetz, ThürStudWG). This free service is available to all students and is provided by independent lawyers during the lecture period.





AWAY FROM THE BOOKS

from the university sports and the media
to the university shop

It is worth exploring the modern university city of Jena from all angles. There is something for every taste here. The University website Campus features numerous ideas on how to spend your free time before and after your day at the University.

UNIVERSITY MAGAZINES

The magazine focuses on the latest news in and around the University of Jena and the Jena University of Applied Sciences. It also addresses topics relating to the University of Jena policy, news from the city and region as well as culture. During the lecture period, the magazine reaches half of the 21,000 students in Jena on average every two weeks.

→ akruetzel.de

The independent magazine Unique is published by students voluntarily. It largely focuses on intercultural and political topics and is published four times a year.

→ unique-online.de

TV AND RADIO

Students even produce their own TV show in Jena. You can follow the shows on JenaTV or on the Campus TV YouTube channel.

The Campusradio Jena takes over the airwaves on UKW 103.4 / 107.9 and on the online live stream. The show features reports from Jena's universities, information on current cultural events, and music that moves away from the popular chart hits.

→ campusradio-jena.de



STUDENT GROUPS

Many students like to get involved in University groups. There are certainly many to choose from. In addition to religious groups, there are all types of student initiatives, musical associations, theatre groups, and fraternities.

→ uni-jena.de/en/free-time

UNIVERSITY SPORTS CENTRE

As one of the central facilities of the University of Jena, the University Sports Centre organizes one of the most diverse and comprehensive sports and exercise programmes for students and staff in the region. Choose from more than 700 courses per semester, managed by over 350 qualified trainers, or take your pick from nearly 20 different events, competitions, workshops and camps. There is something for everyone—from sweat-inducing workouts, different team sports, relaxing Yoga classes to personal training options in our indoor and outdoor facilities.

→ hochschulsport.uni-jena.de/en

THE STUDENT HEALTH MANAGEMENT (SGM)

The SGM is committed to promoting health among students at the University of Jena. Students are not only our target group, but also actively contribute to the community as experts. With our students as partners, we want to develop and implement new ideas! Every semester, the SGM offers a variety of courses, workshops and activities on topics such as exercise, nutrition, and mental health benefits of positive social interactions.

→ hochschulsport.uni-jena.de/en/student-health-management

CAMPUS/LEISURE/CULTURE

There are many ways to spend your free time in Jena. Go to the website below to get an initial impression. The events calendar is the easy way to find your personal highlight for the day. Perhaps a play, museum, movie or a concert? Are you looking for something wilder? And the local swimming pools and parks are the perfect places for unwinding after a night on the town.

→ uni-jena.de/en/living-in-jena



UNIVERSITY SHOP JENA

For everyone who cannot get enough of their favourite ›unik‹, the University Shop stocks University of Jena articles of all shapes and sizes, from badges to branded folders. You can visit it online or at the Ernst-Abbe-Platz campus.

→ uni-shop-jena.de

RESPECTFUL CONDUCT AND PROTECTION AGAINST DISCRIMINATION

The University is committed to creating an environment free from discrimination for its students, staff, and guests. This is why it calls on its members and affiliates to act in a way that makes the University a place of study and work where everyday interactions are characterized by fairness, non-discrimination, and fundamental respect for everyone's personality and dignity. This should also involve a commitment to address violations and seek appropriate solutions.

→ uni-jena.de/en/antidiscrimination

SUSTAINABILITY STRATEGY

The Green Office serves as the central coordination office for the University of Jena's sustainability strategy. Its main role in this process is to provide ideas and networking to drive projects forward and ensure their long-term success. Would you like to get involved in sustainability or do you have a suggestion that would contribute to a sustainable university? We look forward to hearing your ideas!

→ uni-jena.de/en/sustainability





JENA-BASICS FOR NEWCOMERS

the ›seven wonders‹, johannistor, and our student Song

SEVEN WONDERS OF JENA

The ›Seven Wonders of Jena‹ are a collection of landmarks and sights in and around Jena. Though the legend of these wonders dates back to the seventeenth century, five of the wonders are still in existence today. To jog your memory and remember all seven of them, you may first remember the following Latin saying:

»Ara, caput, draco, mons, pons, vulpecula turris,
Weigeliana domus, septem miracula Jenaë«

Ara (Latin ›altar‹) refers to the passage under the altar of St. Michael's Parish Church which used to be the only access to the monastery located behind the church.

Caput (Latin ›head‹) refers to the Schnapphans relief head on the town hall clock which some interpret as the devil. Every hour, this head ›snaps‹ at a golden ball hanging in front of it (some think this ball represents the typical Thuringian dumpling). According to a legend, if it ever manages to bite the ball, Jena, and indeed the world, will be in troubles. Today, the original figure is preserved in the town museum. The figure on the historical town hall is only a replica made for this very purpose.

Draco (Latin ›dragon‹) refers to a sculpture made of plaster and papier-mâché with seven heads and four arms, legs and tails, presumably made by students in the sixteenth century. It is also exhibited in the city museum.

Mons (Latin ›mountain‹) refers to Jenzig Mountain. This is a shell limestone mountain which was presumed to be the highest mountain in the area around Jena for a long time and has a characteristic nose form (the steep and bare



western flank) which makes the hill unmistakable. The crest of the hill with its outstanding views of the Saale Valley is a popular local destination for short excursions.

Pons (Latin ›bridge‹) refers to the old Camsdorf Bridge. Built in 1480, it was one of Germany's largest bridges at the time. Originally, the bridge even boasted its own chapel. After its destruction in 1945, the bridge was completely rebuilt one year later and then fully restored in 2005.

Vulpectula turris (Latin ›fox tower‹) is the keep of the former Kirchberg Castle on the hill opposite to Jenzig Mountain. According to a legend, the mountain is the little finger of a huge child which was buried under mountains by its mother due to its disobedience. It is illuminated at night offering an excellent point of orientation during the night. A walk up to this spot is one of the best ways to take a break from the stress and travails of student life.

Weigeliana domus (Latin ›The Weigel House‹) refers to a house torn down in 1898 close to the city church (in today's Johannisstraße). It gained its name from the seventeenth century professor of mathematics Erhard Weigel. The house had a wine pipe which transported wine directly up from the cellar, while sealed tubes and windows even allowed stargazing during the daytime.

JOHANNISTOR AND HANFRIED

Any guide to Jena would not be complete without these two famous local student superstitions:

Students should not pass under the Johannistor arch, otherwise they will fail their next exam!

The Johannistor, situated at the end of Johannisstraße and the only remaining city gate, used to be a favourite route for accessing Wagnergasse. The latter has been home to bars and inns for centuries. Anyone who passed through the Johannistor was guaranteed a hangover in the morning and probably a head far too fuzzy to pass an exam.

Students should only cross the Market Square to one side of Hanfried—the one holding a book!



You should never pass it on the sword side! Unfortunately, the origins of this legend have been lost over the decades. This is probably a nod of respect towards the Elector John Frederick, the founder of the University, and recognition that students should keep to the books instead of warring with a sword.

STUDENT SONG: UND IN JENE LEBT SICHS BENE

A folk and student song which has become synonymous with Jena is In Jene lebt sich's bene. Although unmistakably historic (the water source mentioned in it is the Leutra, which is no longer used for washing the dirt of the city centre into the Saale), some of the perks of student life mentioned in the song still ring remarkably true.





Und in Jene lebt sich's bene

Und in Jene lebt sich's bene und in Jene lebt sich's gut
Bin ja selber drin gewesen wie da steht gedruckt zu lesen
zehn Semester wohlgenut.

Und die Straßen sind so sauber, sind sie gleich ein wenig krumm;
Denn ein Wassr wird gelassen alle Wochen durch die Straßen,
in der ganzen Stadt herum.

Und ein Wein wächst auf den Bergen, und der Wein ist gar nicht
schlecht, Tut er gleich die Strümpfe flicken und den Hals zusam-
mendrücken, ist er doch zur Bowle recht.

Die Philister und die Wirte sind die besten auf der Welt,
Wein und Bier in vollen Humpen tun sie den Studenten pumpen
und dazu noch bares Geld.

Wenn dem Burschen es behaget, setzt er vor die Tür den Tisch,
Und dann kommt der Wirt gesprungen, und da wird gezecht, ge-
sungen auf der Straße frei und frisch.

Und im Winter und im Sommer wird servieret auf der Straß'
Hei, wie da die Schläger blitzen, hei, wie da die Stöße sitzen, aber
alles ist nur Spaß!

Auf dem Markte, auf den Straßen stehn Studenten allzuhauf;
Mädchen an den Fenstern stehen und nach den Studenten sehen,
und wer will, der schaut hinauf.

Und die allerschönste Freiheit ist in Jena auf dem Damm.
In Schlafröcken darf man gehen und den Bart sich lassen stehen,
wie ein jeder will und kann.

Doch das allerschönste Leben hat in Jene der Student;
wenn die andern früh' aufstehen und um acht zur
Arbeit gehen legt er sich ins Bett und pennt.



made to CONNECT



UNI-SHOP



On-site shop
Campus-Foyer
Carl-Zeiß-Straße 3 · 07743 Jena
Email: shop@uni-jena.de

uni-shop-jena.de

Division of Student Affairs
University Main Building
Fürstengraben 1 · 07743 Jena

☎ +49 3641 9-411111

→ uni-jena.de/en/student-service-centre

Last update: 10 Juli 2024 · **Published by:** University of Jena ·
Edited by: Student Service Cent **Photos:** A. Günther, D. Hofmann,
J.-P. Kasper, J. Meyer, N. Mrosewski, S. Reuter, SIOMOTION,
C. Worsch · **Design:** CM – Department Marketing and Events

