

# GUIDE TO STUDYING AT THE UNIVERSITY OF BREMEN

Faculty 10 / Linguistics and Literary Studies

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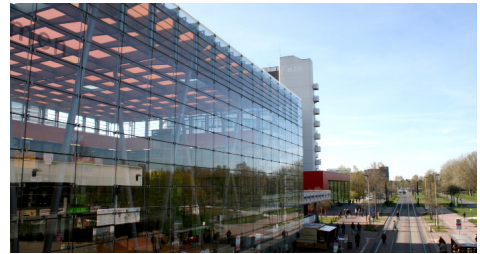
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# 1

## The University of Bremen



The University of Bremen is organized in 12 faculties with 115 degree courses. As an exchange student you are registered in one of the degree courses of Faculty 10 (Linguistics and Literary Studies). In this faculty we offer the following degree courses (BA): “English-Speaking Cultures”, “French Studies”, “German Studies”, “Spanish Studies” and “Linguistics”. At the MA level we offer the degree courses “German Studies”, “Language Sciences”, “English-Speaking Cultures: Language, Text and Media”, “International Romance Studies” and “Transnational Literary Studies”. You can find Faculty 10 in building GW2 ( <https://www.uni-bremen.de/en/universitaet/campus/site-plan/> ).

# 2

## Semester Dates



### Winter Semester 2023/24

Lecture Period	16.10.23 - 2.2.24
Lecture-free Period (Christmas Break)	23.12.23 - 5.1.24

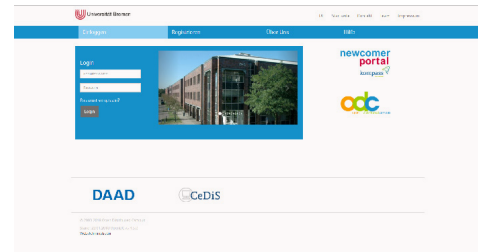
### Summer Semester 2024

Lecture Period	2.4.24 - 5.7.24
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After the lecture period there is an obligatory exam period of approximately two weeks!

# 3

## Formalities



After having been nominated by your home university, you have to register online on Mobility Online (please be patient – our International Office will contact you). Please send the printed application form to the International Office of the University of Bremen (Bibliothekstrasse 1, 28359 Bremen, Germany).

After your registration on Mobility Online, our International Office will contact you again in order to register you in the electronic Newcomer Portal (<https://distributed-campus.org/newcomerportal/>). In this portal you will find a lot of useful information about your stay here at the University of Bremen, including all the formalities. Here you can also find an interactive timeline with all the things you have to do before, during and after your stay here in Bremen. In the Newcomer Portal we have also added information about student life in Bremen (e.g. student initiatives, sports clubs at the University of Bremen, tips for leisure time). Please contact the International Office at: [incoming@uni-bremen.de](mailto:incoming@uni-bremen.de) for all inquiries regarding your registration.

# 4

## Arrival



Approximately three weeks prior to the start of lectures, the International Office will organize a Newcomer Service for international students. During these three weeks, you will have the possibility to attend an intensive German-language course (please check item 10). During the Newcomer Service you will be invited to a welcome breakfast where you will receive information, e.g. about German-language courses during the semester. There will also be an presentation about your studies at the University of Bremen as well as an introduction to the University library. The International Office will inform you about the exact date, time, and location. During the Newcomer Service all formal questions (e.g. about registration, administrative fee) will be answered. Our Erasmus student initiative usually organizes a guided campus tour as well as other social events (pub tour, etc.). You can find the international office in building VWG (ground floor), [www.uni-bremen.de/universitaet/die-uni-im-ueberblick/lageplan](http://www.uni-bremen.de/universitaet/die-uni-im-ueberblick/lageplan) .

After having paid the fee for the semester ticket (approx. 230 Euros) you will get a ticket for public transport (bus, train, tram) which enables you not only to use public transport within Bremen but also in Lower Saxony, for example, to visit Hamburg, Hannover or the North Sea. You will also get a personal e-mail account for the University of Bremen. It might be helpful to redirect this email account to the account which you are already using ([www.zfn.uni-bremen.de/zfn](http://www.zfn.uni-bremen.de/zfn), then „Online Tools“). And, thirdly, you will get a password for our e-learning platform Stud.IP (for further details please see item 9 below).

During the semester, the International Office and the Erasmus initiative offers a range of events for you (Please have a look here: [www.uni-bremen.de/kompass](http://www.uni-bremen.de/kompass) or [www.erasmus-initiative.uni-bremen.de](http://www.erasmus-initiative.uni-bremen.de) )

# 5

## Accommodation



If you need help in finding accommodation here in Bremen, please let us know during your registration in Mobility Online (see item 3, above). Prices for rooms in the private sector range from approximately 250 - 350 Euros per month.

If you are interested in living in a shared apartment, you may also search independently for offerings on the internet, e.g.:

[www.schwarzesbrett.bremen.de](http://www.schwarzesbrett.bremen.de)

[www.wg-gesucht.de](http://www.wg-gesucht.de)

If you would rather stay in a student hall, you may check e.g. either the “Studierendenwerk” (University student housing) or the “Galileo Residence” and “The Fizz” (both privately run).

a) The rooms and apartments of the “Studierendenwerk” are located throughout town (some are very near to the University, for others you will have to take the tram/bus). “Am Fleet” is relatively close to the university. Prices range from approximately 250 Euro/month, depending on size, furnishing and the type (individual rooms/ shared apartments). The price includes heating, internet access, TV and computer access (please note that no TV or computers are provided!). Students will have to bring their own bed linens and dishes. The Studentenwerk recommends including a short description about oneself, since in shared apartments the other students will be included in deciding on the new member. The Studierendenwerk can also make arrangements for private housing (e.g. for students with families). For more information see their website: <https://www.stw-bremen.de/de/wohnen/studentisches-wohnen> .

b) The privately run “Galileo residence” and “The Fizz” are situated right next to the University. They provide rooms and single apartments. The rooms are more expensive than the ones of the Studentenwerk.

“Galileo Residence”: rooms starting at 350 Euros/month. Contracts can be made for a six months (starting April) or 12 months duration (starting October) only. For more information see:

[www.galileoresidenz.de/en/index.html](http://www.galileoresidenz.de/en/index.html)

“The Fizz”: one-room apartments cost about 450 Euro/month, two-room apartments 590 Euro/month.; with an additional one-time fee of 180 Euro. Contracts can only be made for at least six months. For further information: [www.the-fizz.com](http://www.the-fizz.com).

IMPORTANT: Please note that you need to terminate your rental contract 3 months prior to your desired move-out date. So it might be best to hand in your cancellation right at the beginning.

**Please note: the University Bremen cannot assume liability for this information. Please check the website of the mentioned halls.**

# 6

## Seminars / Courses



Courses at the University of Bremen are organized in groups, so called „modules“. One module consists of several thematically corresponding courses. As an exchange student, you do not have to complete a full module, you may choose individual courses from one module. This also means that the credits indicated on the internet are not relevant for exchange students (they only apply to regular students who do the whole module). In order to find out more about our credits for international students, please see item 7. At the University of Bremen, the following types of courses are offered:

V	Vorlesung	Lecture/Oral Talk. Often many students
S	Seminar	Usually 20 – 30 participants, active participation is expected (e.g. oral contributions, presentations, reading texts)
Ü	Übung	Practical course. Usually belong to a seminar and cannot be attended separately. Exception: In „English-Speaking Cultures“ "Übungen" are offered without a corresponding seminar.
T	Tutorium	Some lectures/seminars have tutorials in order to support students. Usually held by students for students

The duration of classes in Germany is indicated in "hours per week" (= „Semesterwochenstunden“ or „SWS“). One SWS lasts 45 minutes. The lectures usually start 15 minutes after the hour (e.g. 10 – 12 actually means the lecture lasts 10:15 – 11:45, unless stated otherwise (e.g. "10 s.t." which means 10:00).

# 7

## ECTS Credits



In most of the courses in Faculty 10 you may earn 3 ECTS per course with 2 hours per week (2 SWS) with active participation/presentation in class. If you pass a small (e.g. oral) test, you may earn 4 ECTS. With the passing of a successful written exam or term paper you may earn up to 5 ECTS. For "Übungen" students usually get 3 ECTS, and for a "Tutorium" no ECTS. Please contact the teacher at the beginning of the semester and determine the exam you are going to take and how many ECTS you will receive. Please fill in the "Seminarliste" (which will be sent to you by the Erasmus coordinator at the University of Bremen) with the title and number of ECTS agreed upon and have it signed by your teachers. This is the basis for your learning agreement (please see item 8).

# 8

## Selection of Courses



You will have to fill in a learning agreement for your home university, which has to show all the courses which you would like to participate in here at the University Bremen (only Erasmus/European students!) You will receive this document from your home university.

The course catalogue of the University of Bremen goes online in July (for the Winter Semester) or January (for the Summer Semester). Therefore, learning agreements can only be signed after this date.

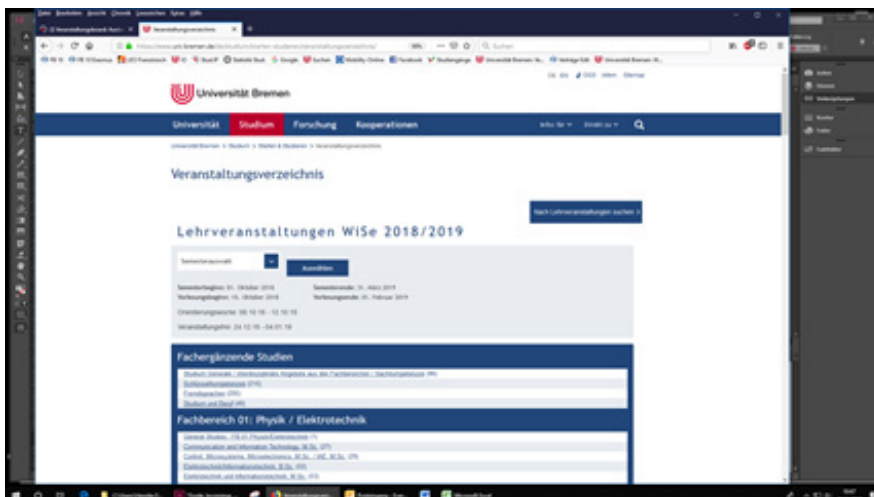
### IMPORTANT:

Before filling in the Learning Agreement and having it signed at your home university, please set up a timetable and send it to the Erasmus Coordinator at the University of Bremen, Faculty 10 ([erasmus-fb10@uni-bremen.de](mailto:erasmus-fb10@uni-bremen.de)). In order to set up this timetable we will send you the links to the course catalogue once it is published (in July/January, see above). We will check this timetable and ask the teachers for their consent. Please note that if we do not receive a timetable from you, we cannot sign your learning agreement. In exceptional cases you may change seminars once you are here (see „During the Mobility /Learning Agreement“ form).

You may find the seminars of the Faculty 10 of the University of Bremen here:

<https://www.uni-bremen.de/de/studium/starten-studieren/veranstaltungsverzeichnis/>

Please choose the correct year (e.g. Summer Semester 2022) and click on “Choose”. Then please scroll down to „Fachbereich 10“ and click on the degree course you are interested in.



Some general rules concerning choosing your courses:

a) First of all, please check with your home university:

- How many ECTS do you have to get?
- Do you need grades or would "attendance/pass" be enough?
- Which language are you allowed to study in (some of our courses are in English, French or Spanish)
- Which level do you have to choose from (e.g. first, second, third year)?



- Very important: Please check the deadline for transcript of records with your home university! Please keep this in mind (and inform your teacher) in case you have to hand in research-based term papers. At the University of Bremen, the deadline for handing in essays is usually 30.09. for the summer semester and 31.03. for the winter semester. Please also bear in mind that your teacher also needs time to grade your work and the Erasmus Office needs time to issue your transcript. Therefore, the deadline of the University of Bremen may be too late for your home university!

b) The contract between your home university and the University Bremen is for Faculty 10 (linguistics and literary studies). This includes the degree courses German (BA/MA), English-Speaking Cultures (BA), French Studies (BA), Spanish Studies (BA), Linguistics (BA/MA), Transnational Literary Studies (MA), International Romance Studies (MA) and English-Speaking Cultures: Language, Text, Media (MA).

At the University Bremen, you may choose from these degree courses. Apart from some exceptions you may participate in all of the seminars of Faculty 10 seminars (exceptions are e.g. courses with special language requirements). As courses might be full, it is recommended to choose your courses as soon as the course catalogue is published. As there may be a lot of students in some of the courses, some of them are split into different groups ((a), (b), (c), ...) with different teachers, but same content. You may change courses after your arrival here in Bremen, as long as the teacher accepts you.

If you are especially interested in courses taught in English, please choose the degree course you are interested in and then click on "in English".

Please note that students can only choose courses for one semester. We do not offer year-long courses. Therefore, we can only sign learning agreements for one semester.

### c) Courses at the University of Bremen

The BA-degree courses last 3 years (6 semesters). The courses have abbreviations which indicate the year and content of a course (e.g. linguistics, literature,...).

#### English-Speaking Cultures B.A.

##### 1st year:

A (Introduction to English Literatures), B (Introduction to English Linguistics),  
C (Key Moments in the Cultural History of the English-Speaking World),  
SP-1 (Practical Language Foundation: University Language Skills)

##### 2nd year:

D/WD (Key Topics in Literature, Cultural History and Linguistics)  
SP-2 (Practical Language Foundation 2: CBIS/Content-Based Integrated Skills,  
C&C/Culture & Communication),  
FD-1 und FD-2 (Historical and Theoretical Foundations of Second Language Acquisition/  
English Language Teaching: Activities, Resources and Materials)





3rd year: AM (Study Abroad Period), P/L(Bachelor Thesis)

## German Studies B.A.

1st year:

winter semester:

A1 (Literary Studies Basis I),

B1 (Basics of Linguistics)

summer semester:

A2 (Literary Studies Basis II),

B2 (Grammatical Theory and Analysis)

2nd year:

winter semester:

A3 (Literary Theory and Methodology in Literary Studies),

B3 (Language in Thought and Action)

summer semester:

A4 (Literary History)

2nd or 3rd year:

winter semester:

A11 (Literature and Interculturality), A12 (Literature and Media),

A14 (Literature of the Middle Ages and the Early Modern Period),

B12 (Language and Society),

C (Lower German Language, Literature and Culture),

D1 (Psycholinguistic Basis of Multilingualism),

FD 1 (Basic Competences of Didactics German)

summer semester:

A13 (Literary Studies: Project), A14 (Literature of the Middle Ages and the Early Modern Period)

B11 (History of German),

C (Lower German Language, Literature and Culture)

D2 (Multilingualism: Theory and Praxis),

FD 1 (Basic Competences of Didactics German)

FD 2 (Practice-Oriented Essentials of Teaching German)

## Linguistics B.A.

1st year:

LS1 (Introduction to Linguistics), LS2 (Introduction to Postcolonial Language Studies),

LS3 (Applied Linguistics), LS4 (Grammar and Structure of Language)



2nd year:

LS-5 (Linguistic Colloquium A), LLS-6 (Linguistic Colloquium B), LM (Literature Review Module), MM/(Methodology-Oriented Module), ÜD (Translation and Interpreting as Intercultural Communication), SJ (Language and Journalism), WÖ (Language in Advertising and Public Relations), SM (Individual Language Oriented Module), TM (Theory-Oriented Module), EM (Empirically-Oriented Module)

3rd year: LS7 (Linguistic Colloquium C)

French Studies B.A.

1st year: A Modules

A1 (Introduction to Linguistics), A2 (Introduction to Literary Studies),  
A3 (Introduction to Cultural Studies), A4 (Practical Language Foundation/French)

2nd year: B Modules

B1 (Advanced Linguistics I), B2 (Advanced Literary Studies I),  
B3 (Advanced Language Foundation I),  
FD1 (French Language Teaching, summer semester)

3rd year: C Modules

C1 (Advanced Linguistics II), C2 (Advanced Literary and Cultural Studies II),  
C4 (Advanced Practical Language Foundation),  
FD2 (French Language Teaching, winter semester)

Spanish Studies B.A.

1st year: A Modules

A1 (Introduction to Linguistics), A2 (Introduction to Literary Studies),  
A3 (Introduction to Cultural Studies), A4 (Practical Language Foundation/Spanish)

2nd year: B Modules

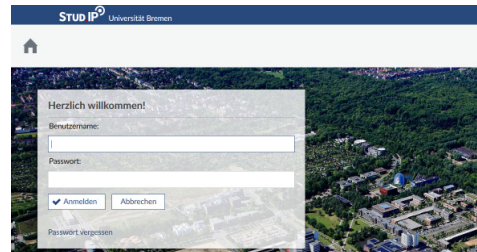
B1 (Advanced Linguistics I), B2 (Advanced Literary Studies I),  
B3 (Advanced Language Foundation I),  
FD1 (Spanish Language Teaching, summer semester)

3rd year: C Modules

C1 (Advanced Linguistics II), C2 (Advanced Literary Studies II),  
C3 (Advanced Language Foundation II),  
FD2 (Spanish Language Teaching, winter semester)

# 9

## Registration for Courses Online



After having paid the fee for the semester ticket in Bremen, you will receive a password for our online course management system Stud.IP. Here you should sign up electronically for your chosen seminars ([www.elearning.uni-bremen.de](http://www.elearning.uni-bremen.de)) and find out information about the course requirements, content as well as the location of the seminar room. Then, once the lecturer accepts you for a class, you may access the online forum as well as course materials for this specific course. As this registration is rather late and courses may be full, we do a timetable with incoming students well ahead and inform the teachers. During the info-session about the University of Bremen, Stud.IP will be explained to you. At the beginning of each semester, there is also a help desk in the main library.

# 10

## German Course



Maybe you are interested in participating in a German course in addition to your studies here at the University of Bremen? Our German courses are offered by the Goethe institute and organized by the „Sprachenzentrum“ ([www.fzhh.uni-bremen.de](http://www.fzhh.uni-bremen.de) / NOT by the University Bremen!). As an exchange student you have the following possibilities:

- » If your level of German is below B2, we recommend the 3-week intensive German course prior to the start of lectures. This course gives you 6 ECTS upon successful completion. In order to register for this course you have to do the online test which will be sent to you in February (for the summer semester) or August (for the winter semester) by the Goethe Institute (Ms. Jaene, [jaene@uni-bremen.de](mailto:jaene@uni-bremen.de)). After having completed the online test, you will be assigned a place in one of the courses. If you are an absolute beginner, please contact the Goethe Institute ([hochschulkooperation-bremen.goethe.de](http://hochschulkooperation-bremen.goethe.de)) directly. If you are an absolute beginner, maybe one of the courses of our summer school might also be a good option for you (<https://www.fremdsprachenzentrum-bremen.de/1411.0.html?&L=0>).
- » The University of Bremen offers consecutive German Courses at different language levels during the semester. If you want to participate in one of these courses only, we recommend you complete the online test (see above) and inform the Goethe Institute that you are only interested in taking the course during the semester. You may also complete a test prior to the start of lectures once you have arrived in Bremen. The courses are usually 2 hours per week and award 3 ECTS upon successful completion.
- » You may also participate in the online learning program with tutorial help (3 ECTS, free of charge): <https://www.fremdsprachenzentrum-bremen.de/2586.0.html?&L=0>

If you participate in all of the three options, you may get up to 15 ECTS. The University of Bremen will either cover the cost of the intensive course before the semester start, or a 4 SWS/6 ECTS course during the semester (if you do not participate in the intensive course). Any additional language tuition (German and other languages) is subject to tuition fees which the exchange student has to cover (approximately 160 Euros). For courses of a specific semester, please choose the language, then click on "Aktuelle Kurse".

# 11

## Types of Exams



During the first or second session, the lecturer will inform you about the type of exam of a given course. They may offer the following types of exams (which may be combined):

- » Written exam
- » Oral exam
- » Presentation (with handout)
- » Term paper

A term paper written in German should include the following items (please also check with your instructor!):

1. Title
2. Content
3. Introduction (what is your research question or thesis statement)
4. Body: Presentation and discussion of current literature in the respective area of research
5. Summary and outlook
6. Bibliography

For German studies you may find more information on how to set up a term paper / presentation here: [www.fb10.uni-bremen.de/germanistik/studienmaterialien.aspx](http://www.fb10.uni-bremen.de/germanistik/studienmaterialien.aspx)

In English-Speaking-Cultures you may find helpful hints here: [www.fb10.uni-bremen.de/anglistik/studienmaterialien.aspx](http://www.fb10.uni-bremen.de/anglistik/studienmaterialien.aspx) (then e.g. “Nützliche Links für Studierende”: „Presentation Handouts“) or Sprachpraxis: Academic Writing: Genres in Academic Writing (Info on how to write essays etc.). Your lecturer will give you more information on how to set up these documents: Please have a look at the style sheet given by the teacher.

For English-Speaking Cultures / linguistics you may get helpful information on how to write term papers, on plagiarism etc. here:

[www.fb10.uni-bremen.de/anglistik/linguistik/lernmaterialien.aspx](http://www.fb10.uni-bremen.de/anglistik/linguistik/lernmaterialien.aspx)  
[www.fb10.uni-bremen.de/anglistik/linguistik/hausarbeiten.aspx](http://www.fb10.uni-bremen.de/anglistik/linguistik/hausarbeiten.aspx)

### **IMPORTANT!!!! NO COPYING AND PASTING FROM THE INTERNET / No Plagiarism!!!**

Please never ever copy+paste texts or parts of a text from the internet without indicating the source! Otherwise you will fail the course. In order to avoid this, please make sure that you distinguish properly between a) your own thoughts or ideas, b) other authors' ideas or summaries of these and c) verbal citations from other authors. You always have to indicate the source and mention the full title in your bibliography.

The following guide from Faculty 8 is also very helpful:

[www.uni-bremen.de/fileadmin/user\\_upload/international/Guidelines%20for%20academic%20writing.pdf](http://www.uni-bremen.de/fileadmin/user_upload/international/Guidelines%20for%20academic%20writing.pdf)

## Computer Rooms (CIP Rooms)



The University of Bremen offers WiFi (please check with the Zentrum für Netze (ZfN) if you have questions ([wlan@uni-bremen.de](mailto:wlan@uni-bremen.de), opening hours: Tuesdays and Thursdays between 10 a.m. and 12 p.m. in room SFG 1.380).

There are also several computer rooms which you may use during your studies here at the University of Bremen, but you will have to check the availability of these rooms.

- » There are computer rooms in the „multi purpose building“ (MZH Building) (Rooms 4.230, 4.210, 4.200, 4.190), opening hours: Monday – Friday from 8 a.m. – 12 p.m.
- » You may use the computers in the "Sprachenzentrum" in building GW2 (Room A 3.070). Here you will also find language software, internet access, printer (please check price). You may either set up an account online ([www.fremdsprachenzentrum-bremen.de/kursverwaltung/student/anmelden.php?kid=SLZ](http://www.fremdsprachenzentrum-bremen.de/kursverwaltung/student/anmelden.php?kid=SLZ)) or bring your student ID during open hours: 9 a.m. – 6 p.m. (during the semester) or 10 a.m. – 4 p.m. (during the lecture-free periods/semester break). Registration in the "Selbstlernzentrum" costs 15 Euros, it is free of charge for students of the Fremdsprachenzentrum.
- » Students from Faculty 10 may also use the “CIP Labor” in Rooms A 3.390 and A 3.340. Here, you may find different programs and internet access. Printing costs 4 Cents (black/white), 10 Cents (coloured) per page.

To register, please fill in the form in front of room A 3.340 and hand it in to room A 3.330 (together with a copy of your proof of registration at the University Bremen):

Monday – Friday 9 a.m. – 6 p.m. Please be aware that during the semester the rooms are often booked for seminars. You may check availability here: [www.fb10.uni-bremen.de/fb10ciplab](http://www.fb10.uni-bremen.de/fb10ciplab) (“Information: Raumbelungsplan”) or see notice in front of room A 3.340 / A 3.390.

- » In room A 3.440 several computers can be linked together for working in groups (so called “Lerninsel”/ "learning islands"). Students have to bring their own own laptops: Monday – Friday 8 a.m. – 6 p.m. A “Lerninsel” may be booked via Stud.IP / „Lernraum“ ([www.uni-bremen.de/lernraum](http://www.uni-bremen.de/lernraum)). For help please contact: [lernraum@uni-bremen.de](mailto:lernraum@uni-bremen.de).



At the end of your studies here at the University of Bremen, we will issue a transcript of records for you. In order to do that, please make sure that you stay until the end of the seminars and exams. Otherwise, we cannot issue a transcript of records for you.

Please take care of the following things before leaving the University of Bremen:

A) Being an exchange student, you do not have to register in PABO for exams. Instead, please hand in an ECTS certificate (“Schein”) to your lecturer. You may find the form here [https://www.uni-bremen.de/fileadmin/user\\_upload/sites/international/Newcomer\\_Service/Dokumente/ECTSLeistungsnachweis18-19form.pdf](https://www.uni-bremen.de/fileadmin/user_upload/sites/international/Newcomer_Service/Dokumente/ECTSLeistungsnachweis18-19form.pdf). It will also be sent to you by mail prior to the exam period. Please note: These certificates are the prerequisite for your transcript of records. Without them, we cannot issue a transcript! The signed certificates have to be handed in to the Erasmus Coordinator Dr. Henrike Evers (post box: GW2 building, room A 3.690), either by you or your lecturer. You may hand in the original certificates from the Sprachenzentrum. Once we have all of your certificates, we will issue your transcript and send it to your home university.

Please note: At the University of Bremen, the deadline for handing in term papers etc. is usually by the end of September (for the summer semester) or the end of March (for the winter semester). This means that **your transcript may only be issued in October (summer semester)/April (winter semester)**. If your University has a different, earlier, deadline (please check with your home University!), please either hand in your term paper earlier and speak to the teacher in Bremen at the beginning of the semester about your deadline or inform your University about this late deadline. Please contact us well in advance if you suspect you may have problems with this deadline!

B) You will receive a blank version for a transcript from us close to the end of the semester via email. Please fill out this form (personal details, course numbers and titles of the courses attended) and mail it back to us ([erasmus-fb10@uni-bremen.de](mailto:erasmus-fb10@uni-bremen.de)). Without this, we cannot issue your transcript!

C) Certificate of Erasmus Grant

This document is proof for the duration of your stay here at the University of Bremen. Please download the document from your home university. The International Office at the University of Bremen will sign this document one week before your departure (building VWG, room 0.570, [www.uni-bremen.de/universitaet/die-uni-im-ueberblick/lageplan.html](http://www.uni-bremen.de/universitaet/die-uni-im-ueberblick/lageplan.html))

D) Please check whether and how far in advance (!) you have to give notice of departure to other organizations (Bank account? Health insurance? Registry office? Rental/Work contract?). Maybe the following guide is helpful for organizing your departure:

<https://www.uni-bremen.de/studium/starten-studieren/angebote-f%C3%BCr-internationale-studierende/newcomer-service-f%C3%BCr-austauschstudierende/vor-der-heimreise/#c40851>

We very much hope that you will enjoy your studies here at the University of Bremen and that your experiences will be helpful for your future studies as well as for your professional and personal life. Please do not hesitate to contact us if you have any questions or suggestions.

Your Coordinator for International Affairs / Faculty 10  
Dr. Henrike Evers