



## Welcome to the Office of Student Affairs in Giessen

The Office of Student Affairs (Studentenwerk Giessen) currently offers 3.200 inexpensive student dormitory rooms in Giessen, Friedberg and Fulda. These include single rooms as well as apartments for one, two or three persons. In some of our dormitories, we also provide fully accessible rooms for students with disabilities. All rooms and apartments are furnished. Rents stated also include charges for additional costs and internet fees (more than 80% of our dormitories offer internet access).

### Our dormitories in Giessen

Eichendorffring 99–117	749 rooms
Gaffkystraße 9	66 rooms
Grünberger Straße 190, 196, 198	426 rooms
Landgraf-Ludwig-Haus, Friedrichstraße 37	102 rooms
Leihgesterner Weg 124–134	240 rooms
Leihgesterner Weg 134a–138	178 rooms
Leihgesterner Weg 140	44 rooms
Ludwigstraße 12	20 rooms
Mildred-Harnack-Fish-Haus, Leihgesterner Weg 16	57 rooms
Stephanstraße 41	21 rooms
Unterhof 51–69	745 rooms

### Our dormitory in Friedberg

Steinkaute 4	216 rooms
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### Our dormitories in Fulda

Campusviertel, Graf-Spee-Straße 23	68 rooms
Heinrich-von-Bibra-Platz 3	91 rooms
Leipziger Straße 54	56 rooms
Wiesenmuehlenstraße 3,5	124 rooms
Wohnen am Schloßgarten, Liobastraße 2	24 rooms

You want to know more about our dormitories? Don't hesitate to visit our picture gallery on [www.studentenwerk-giessen.de](http://www.studentenwerk-giessen.de).

## How do I rent a dormitory room?

### Application for Accommodation

In order to apply for student accommodation, you have to fill out an application form for accommodation on our website: [www.studentenwerk-giessen.de](http://www.studentenwerk-giessen.de). To complete the application, you will need your confirmation of enrolment or your admission letter, a passport photo as well as your identity card. Please upload these documents into your application before submitting it.

In case you haven't received an admission letter or your confirmation of enrolment by that time, you have the chance to hand in all your documents at a later point in time. However, make sure to do so before the semester starts. After submitting your application, you will receive an email confirmation with a link to confirm your application. As soon as we have an adequate room available, we will contact you per email.

If you are no longer interested in finding a room or an apartment, please inform us as soon as possible.

After you apply for accommodations, you will receive an email asking you to confirm that you are still interested in student accommodations. If you do not confirm your interest via this email, your applications will appear in our system as closed.

### Housing Contract

As soon as we are able to offer a suitable room, we will send you an offer accordingly and ask you to sign a letter of acceptance. It is necessary to send back the document in time in order to guarantee the room. After-

wards, you will receive the housing contract itself, which needs to be signed and sent back as well. Furthermore, you are always welcomed to visit us and settle all formalities locally.

### Studentenwerk Giessen

*Studentisches Wohnen (Department of Student Housing)*

Otto-Behaghel-Straße 23

D-35394 Giessen

Tel.: +49 641 40008-300

Fax: +49 641 40008-309

Email: [wohnen@studwerk.uni-giessen.de](mailto:wohnen@studwerk.uni-giessen.de)

[www.studentenwerk-giessen.de/Studentisches\\_Wohnen](http://www.studentenwerk-giessen.de/Studentisches_Wohnen)

### Studentenwerk Fulda

*Studentisches Wohnen*

Daimler-Benz-Straße 5a

D-36039 Fulda

Tel.: +49 641 40008-300

Fax: +49 641 40008-309

Email: [wohnen@studwerk.uni-giessen.de](mailto:wohnen@studwerk.uni-giessen.de)

[www.studentenwerk-fulda.de](http://www.studentenwerk-fulda.de)

With the acceptance of the contract, you automatically submit a direct debit authorization for your rent and a lump sum for operating costs. An additional deposit of currently €250 can be transferred or paid in cash at the Department of Student Housing.

Please make sure to read through the housing contract as well as the house rules, as part of the rental agreement, carefully. For international students, the contract has also been translated into English. You will find the English version on our website [www.studentenwerk-giessen.de](http://www.studentenwerk-giessen.de)

### How do I get my keys?

When you have rented a student dormitory room in Giessen, you will receive the keys directly from our Department of Student Housing (see above). If you study in Friedberg or Fulda, please contact our local facility manager.

In Friedberg, please contact Peter Neumann

Tel.: +49 160 7274022

Email: [hm.fbg@studwerk.uni-giessen.de](mailto:hm.fbg@studwerk.uni-giessen.de)

In Fulda, please contact Dieter Groesch

Tel.: +49 160 7274016

Email: [hm.ful@studwerk.uni-giessen.de](mailto:hm.ful@studwerk.uni-giessen.de)

Jörg Otterbein

Tel.: +49 151 626544341

Email: [hm.ful@studwerk.uni-giessen.de](mailto:hm.ful@studwerk.uni-giessen.de)

### Moving in

Together with the housing contract, we will hand you a move-in record and inventory list. When you move in, this document is used to record the condition and inventory of the items in your personal living space. Please hand in the move-in record and inventory list within one week at the Department of Student Housing in Giessen or the respective facility manager in Friedberg or Fulda.

### No more rooms available?

The Office of Student Affairs in Giessen always aims at offering an adequate room for every student. In case all our dormitories are fully booked, we will of course help you to find another solution.

## Finding Accommodation in Giessen, Friedberg and Fulda



### Project "Netzwerk Wohnen"

It has been many years that the Office of Student Affairs offers a project called "Netzwerk Wohnen" at the beginning of the winter semester in order to support students with finding accommodation.

### Private Housing Market

Landlords can call +49 641 40008-330 in order to inform us about free rooms and apartments or they can just upload their offers online on our website [www.studentenwerk-giessen.de](http://www.studentenwerk-giessen.de) (Quicklink on Homepage).

### Wohnen für Mithilfe (communal assisted living)

With this project, the Office of Student Affairs in Giessen (Studentenwerk Giessen) offers a special form of communal assisted living: privat landlords are leasing inexpensive living space to students and in return receive assistance in the everyday matters, for instance in house or garden. The homepage of the Office of Student Affairs in Giessen offers detailed information about this special form of leasing and the platform where landlords offer the living space and interested students can choose the suitable offer. [www.wohnen-fuer-mithilfe.de](http://www.wohnen-fuer-mithilfe.de)

### Info-Point

Our staff at the Info-Point in the foyer of the cafeteria (Mensa) Otto-Behagel-Straße will be happy to welcome you from September 18<sup>th</sup> to October 27<sup>th</sup> (Monday to Thursday, 10:00 am to 15:00 pm, Fridays 10:00 am to 14:30 pm).

Students have the chance to look for private housing offers and access the internet, e.g. the website of the Office of Student Affairs [www.studentenwerk-giessen.de](http://www.studentenwerk-giessen.de), in order to look for suitable rooms and apartments. Additionally, we also provide you with a collection of local newspapers, which include advertisements for accommodation in the city.

If you have found an interesting apartment, you have the possibility to use a phone at the Info-Point to call the landlord directly and schedule an appointment. In case you need a cab, you can also order it directly at the Info-Point.

Please also have a look at the offers of the local housing associations we cooperate with.

### Project "Netzwerk Wohnen" in Fulda and Friedberg

Students in Fulda can receive assistance at the information centre located in the Office of Student Affairs service centre in Fulda, Daimler-Benz-Straße 5a (Tel: +49 661 6790460). This information centre will be open from 18<sup>th</sup> of September until 27<sup>th</sup> of October 2017, Monday and Wednesday 10 am to 12 pm, and Thursday 1 pm to 3 pm. The university location in Friedberg is serviced through the Info-Point in Giessen.

### Emergency and Short-Term Housing

At the beginning of the winter semester, the Office of Student Affairs offers emergency or short-term housing possibilities: 54 in Giessen and 10 in Fulda. Those are primarily meant for exchange students or students from out of town. By paying an amount of only €10 per night, they can directly be rented at the Info-Point. Emergency or short-term-housing offers are rooms prepared according to the demand and are meant to allow students to look for an apartment a few days without pressure.

*In case of any questions, please contact our team at the Info-Point directly: +49 641 40008-330.*

### Online Housing Portal of the Office of Student Affairs

Throughout the year, landlords have the possibility to offer free rooms or apartments on [www.studentenwerk-giessen.de](http://www.studentenwerk-giessen.de) (Quicklink on the homepage).

### Display Areas

Please have a look at the display areas in public places of the universities as well as the facilities of the Office of Student Affairs.

### Further Offers and Links

#### Housing Associations

Giessen:  
[www.wohnbau-giessen.de](http://www.wohnbau-giessen.de)  
[www.wbg-giessen.de](http://www.wbg-giessen.de)  
[www.baugen-1894-giessen.de](http://www.baugen-1894-giessen.de)

Friedberg:  
[www.fbw-gmbh.de](http://www.fbw-gmbh.de)

Fulda:  
[www.gwg-fulda.de](http://www.gwg-fulda.de)

#### Youth Hostels

Giessen:  
 Richard-Schirrmann-Weg 53, Tel.: + 49 641 65879  
[www.giessen.jugendherberge.de](http://www.giessen.jugendherberge.de)

Fulda:  
 Schirrmannstr. 31, Tel.: +49 661 73389  
[www.fulda.jugendherberge.de](http://www.fulda.jugendherberge.de)

#### Local Online Housing Portals

Giessen:  
[www.studentenwerk-giessen.de](http://www.studentenwerk-giessen.de)  
[www.asta.thm.de/site/service/wohnungsangebote](http://www.asta.thm.de/site/service/wohnungsangebote)  
[www.bvd-mittelhessen.de](http://www.bvd-mittelhessen.de)

Fulda:  
[www.studentenwerk-fulda.de](http://www.studentenwerk-fulda.de)  
[www.asta.hs-fulda.de](http://www.asta.hs-fulda.de)  
[www.fulda.studenten-wohnung.de](http://www.fulda.studenten-wohnung.de)  
[www.naheimst.de](http://www.naheimst.de)  
[www.gwh-fulda.de](http://www.gwh-fulda.de)

#### National Online Housing Portals

[www.wg-gesucht.de](http://www.wg-gesucht.de)  
[www.studenten-wg.de](http://www.studenten-wg.de)  
[www.wohngemeinschaft.de](http://www.wohngemeinschaft.de)  
[www.immobilo.de](http://www.immobilo.de)  
[www.gwh.de](http://www.gwh.de)

#### Further Information

Our colleagues in the Department of Student Housing as well as in our service offices in Friedberg and Fulda will be happy to provide you with a list of links and addresses, which will help you to find an adequate apartment. Furthermore, we offer a brochure about our dormitories in Giessen as well as general information on housing. You are always welcomed to download the material directly from our website [www.studentenwerk-giessen.de](http://www.studentenwerk-giessen.de).