



Studierendenwerk
West:Brandenburg

Starting your studies –
what you need to know

2026/27



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For all questions beyond the lecture hall!

Welcome to the Studierendenwerk West:Brandenburg

Studying abroad is as exciting as it can be challenging. We want to help you settle in and find your way around. This new phase of life comes with many questions that have no place in lecture halls and seminar rooms. We are here to answer them.



How do I find a place to stay that I can afford?



How do I finance my studies?



Who will help me with the “paperwork” and support me when I’m struggling?



Where can I have a healthy and inexpensive lunch?

In our residence halls, we offer a variety of housing options – from shared accommodation to private apartments. We’re your first point of contact for all things BAföG and can help you find a suitable part-time job. Feeling overwhelmed by paperwork or like no one is listening? Our counselling services are designed for students in a wide range of personal circumstances. Fresh dishes are prepared daily in our canteens. Students can enjoy lunch there starting at just €2.15.

On site, everything you need!

The Studierendenwerk West:Brandenburg is there for around 30,000 students at three locations.

Potsdam	Brandenburg an der Havel	Wildau
 5 Canteens	 1 Canteen	 1 Canteen
 110 Childcare places	 – Childcare places	 28 Childcare places
 2,859 Places in 14 residence halls	 295 Places in 1 residence hall	 448 Places in 4 residence halls
 25 Residence tutors	 3 Residence tutors	 6 Residence tutors

For students at all locations

 **1**
Homesharing
(Wohnen für Hilfe)

 **1**
BAföG office

 **1**
Social counselling

 **1**
Psychosocial
counselling office

 **1**
Job placement
service

We are responsible for the following universities:

Potsdam

- University of Potsdam
- University of Applied Sciences Potsdam
- Film University Babelsberg KONRAD WOLF

Brandenburg an der Havel

- Brandenburg University of Applied Sciences

Wildau

- Technical University of Applied Sciences Wildau



We are also responsible for:

- ESAB University of Applied Sciences for Sports & Management Potsdam (BAföG only)
- Elstal Theological Seminary (BAföG only)
- Brandenburg Medical School Theodor Fontane (only BAföG, housing, job placement service, psychosocial counselling and social counselling)
- HMU Health and Medical University Potsdam (BAföG only)
- XU Exponential University of Applied Sciences (BAföG only)
- Gisma University of Applied Sciences (BAföG only)
- University of Applied Management – HAM (BAföG only)
- University of Europe for Applied Sciences (only BAföG, job placement service, psychosocial counselling and social counselling)
- University of Applied Sciences Döpfer (BAföG only)
- German University of Applied Sciences – DHAW (BAföG only)
- German University of Digital Science – German UDS (BAföG only)
- Macromedia University of Applied Sciences (BAföG only)



Housing

Your first home of your own – living in a residence hall



Your studies in Potsdam, Brandenburg an der Havel or Wildau are about to start and you are still looking for a place to stay?

In our 19 residence halls we offer the right accommodation for every need – whether it is a one-room apartment, a shared apartment, barrier-free housing, or rooms for students with children. As a fair landlord, we offer you all-inclusive rent that includes utility costs, a short minimum rental period and an easy application procedure without proof of income. With us, you pay an average rent of €323 per month. The deposit is €400. Our halls of residence are located close to the universities – you can get cheap internet access via the university network or directly through the Studierendenwerk. Washing machines and dryers are available in all residence halls, as well as sufficient car and bicycle parking spaces. And no one needs to be alone! Our residence worker and our residence tutors support community life in the residence halls, and our caretakers offer hands-on help and advice.



Find out everything about our residence halls here:
www.stwwb.de/en/housing/our-halls-of-residence/



Are you new in town?

If you are moving to Wildau or Brandenburg an der Havel for your studies, you can apply for the communal welcome payment or the residence bonus!



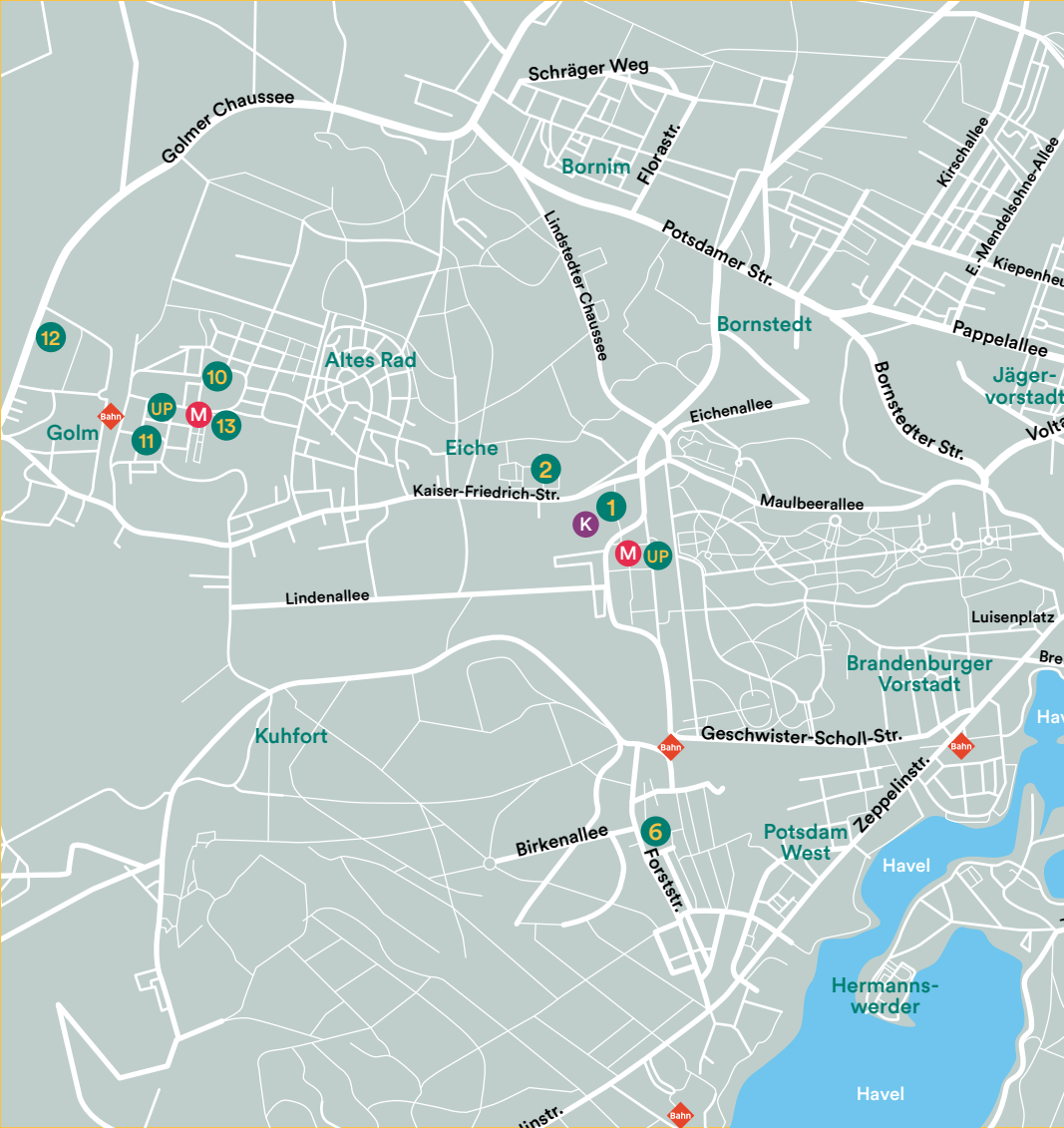
Wildau: You can apply for a communal welcome money of €50 every semester as long as you are registered as a resident in Wildau. You can submit the application in person or by email to the Residents' Registration Office (applications for the winter semester must be submitted by December 31, for the summer semester by June 30).

www.wildau.de/Einwohnermeldeamt (German only)

Brandenburg an der Havel: Those who register their primary residence in Brandenburg an der Havel receive a residence bonus from the city for the duration of their studies – a total of €100 per year. The application can be submitted online or in writing until December 31 of the current year.

www.stadt-brandenburg.de (German only)

Map: Potsdam



Legend



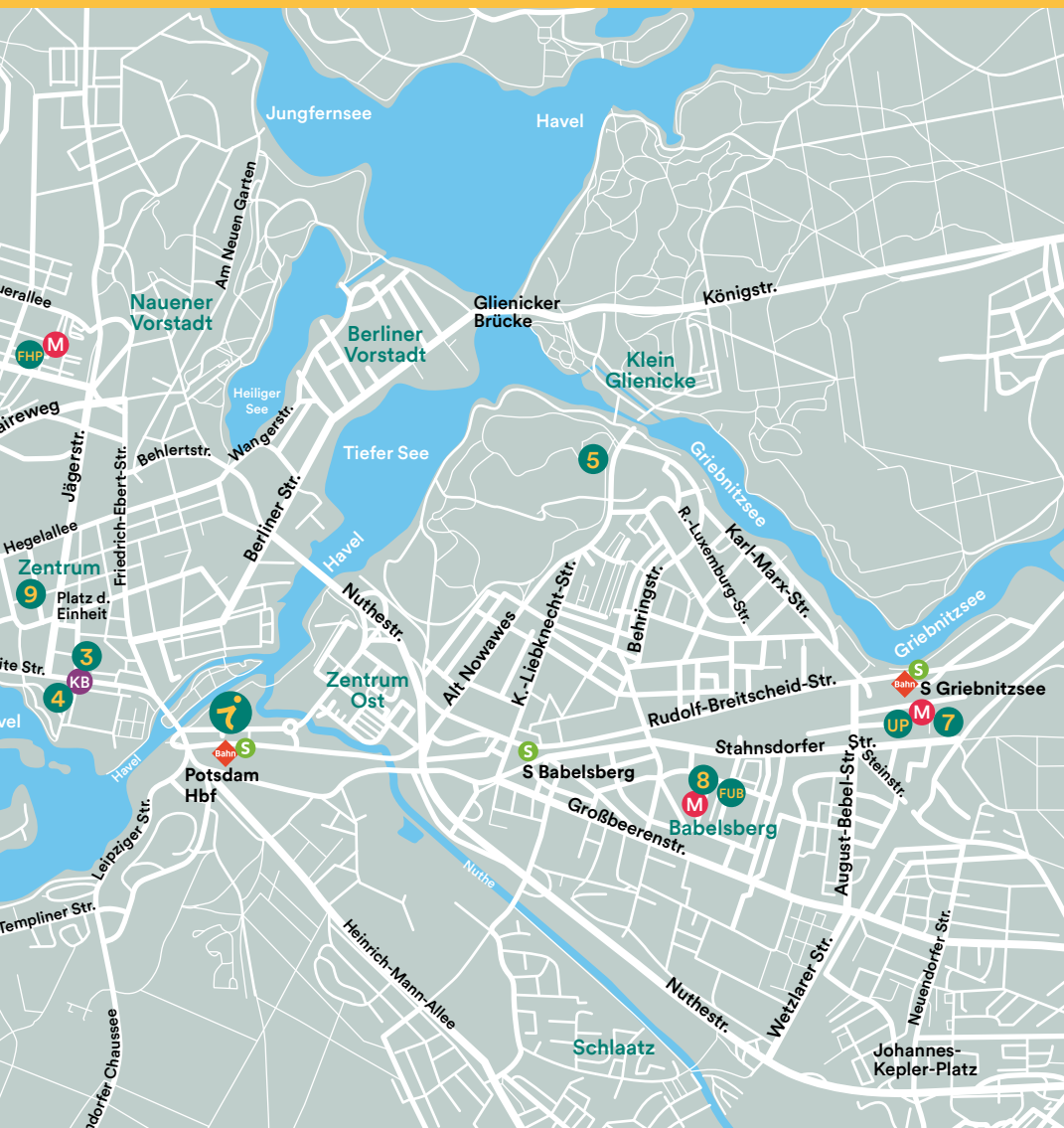
Headquarters (housing administration, BAföG office, counselling services)



Residence halls (see photos on next page)



Canteen



- K Daycare center
- KB Short-term childcare

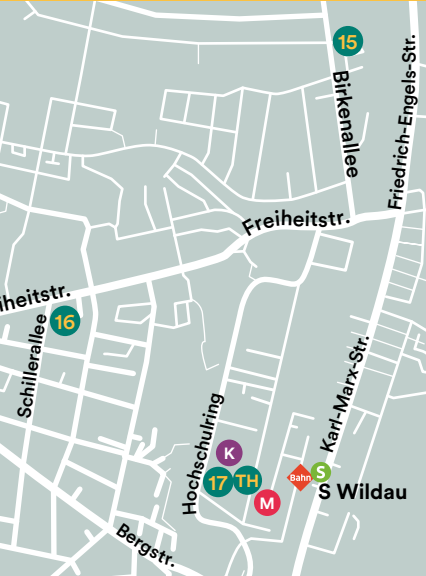
- FHP University of Applied Sciences Potsdam
- FUB Film University Babelsberg
- UP University of Potsdam



Map:
Brandenburg an der Havel



Map: Wildau



Legend

- 14-17 Residence halls
- M Canteen
- K Daycare center
- TH University of Applied Sciences

Residence hall	1-room-apartment	Shared apartment	Single room with shared bathroom and kitchen	2-bed-apartment (two flatmates in 1 room)	Single room (wheelchair accessible)	Apartment for families
Potsdam						
1 Kaiser-Friedrich-Str. 133-135	✓	✓	✓	-	✓	✓
2 Kaiser-Fr.-Str. 142						
3 Breite Str. 1-5a, 15-21 4 Breite Straße 18/ Kiezstraße 24	✓	✓	-	-	-	✓
5 Park Babelsberg 14 (Haus 1-3)	✓	-	-	-	-	✓
6 Forststr. 41/43, 44/46, 48-50	-	✓	-	-	✓	-
7 Stahnsdorfer Str. 140-156	✓	✓	-	-	✓	-
8 Rosenstr. 40	✓	-	-	-	-	-
9 Hermann-Elflein-Str. 10	✓	✓	-	-		-
10 Karl-Liebknecht-Str. 24/25 (Haus 7)	-	✓	-	-	-	-
11 Karl-Liebknecht-Str. 24/25 (Haus 17 A/B)	✓	✓	-	✓	✓	✓
12 Zum Mühlenteich 4/6	✓	✓	-	-	✓	-
13 Karl-Liebknecht-Str. 24/25 (Haus 3 A-D)	✓	✓	-	-	✓	✓
Brandenburg an der Havel						
14 Zanderstr. 10, 10a-g	✓	✓	-	-	✓	-
Wildau						
15 Birkenallee 50	✓	✓	-	-	✓	-
16 Schillerallee 1	✓	-	✓	-	-	✓
17 Hochschulring 15 and 17	✓	✓	-	✓	✓	✓

Location	Sports room	Common/ Study room	Parcel station (Deutsche Post)	Special features	Mensa vending machine	Bike repair station
Close to campus Neues Palais (University of Potsdam) and University of Applied Sciences Potsdam	–	✓	✓	Outdoor meeting point (incl. ping pong table)	–	✓
City center calm and close to Griebnitzsee	University sports offer	–	✓	Student pub “Pub à la Pub” Short-term childcare unrenovated residence hall (Kiezstr. 24)	–	–
City center	–	✓	–	–	–	–
Close to campus Neues Palais (University of Potsdam)	✓	✓	–	Sports field (Volleyball)	–	✓
On campus Griebnitzsee (University of Potsdam)	–	–	✓	Outdoor place with ping pong table	✓	–
Close to campus Griebnitzsee (University of Potsdam)	–	–	–	Some units have balconies	–	–
City center	–	–	–	Small residence hall in the old city center	–	–
On campus Golm (University of Potsdam)	–	✓	–	–	–	–
On campus Golm (University of Potsdam)	–	✓	–	–	–	–
Close to campus Golm (University of Potsdam)	–	✓	–	Sports field and outdoor place	–	–
On campus Golm (University of Potsdam)	✓	✓	–	–	–	–
Close to campus	✓	✓	✓	Outdoor meeting point (incl. ping pong table)	–	✓
Close to campus	✓	–	–	–	–	–
Close to campus	–	–	–	–	–	–
On campus	–	✓	–	–	–	–

Apply in just a few clicks for a place in a residence hall

The demand for affordable housing is high. Therefore, apply as early as possible for one of our places in the residence halls - even if you have not yet received the admission letter from your university! This is how it works:

1 Apply online

You can apply online for the summer semester starting at the beginning of November of the previous year. The application form for the winter semester is available from April. For more information, visit:

www.stwwb.de/en/housing/online-application-residences

You can apply for a place in the residence hall even without an admission letter – you only need to provide your certificate of enrollment when you sign the rental contract.

2 Receive confirmation and save it

We will check whether you are eligible for housing and then send a confirmation via e-mail. Save the confirmation and always quote your application number in all correspondence.

3 Upload your university documents

You have received your letter of admission and a certificate of enrollment? Congratulations! You can upload them easily via the link in your confirmation e-mail.

4 Received an offer? Confirm directly!

You have received an offer for a place in the residence hall? Please confirm the offer on the application platform before the deadline! Late confirmations cannot be considered.

Note: We will offer remaining free places on short notice on our website. You can apply for them directly via the published offer.



Am I eligible for housing?

Information on the allocation criteria can be found here:

www.stwwb.de/en/housing/online-application-residences



Find an apartment more easily

Here we have compiled some tips to help you increase your chances of finding an apartment:

- **Are you looking for a place in the residence hall?** If you are flexible in your choice of residence and type of housing, your chances will increase. Our recommendation: find out in advance about the city area you want to live in and specify the residence halls you are interested in on the online application form.
- **You didn't get a room?** Unfortunately, we only have places in our residence halls for a limited number of students. On our website we provide information about alternatives: www.stwwb.de/en/housing/further-housing-offers
- **Are you looking for apartments on the private rental market for the first time?**
Do not forget to ask for a rent guarantee from your parents. Cheap apartments are sometimes only available with a certificate of eligibility for housing (WBS). You can apply for this at your municipality.
- **Residence hall, a room in a private shared apartment or your own apartment?**
In all three cases: **Take care of it early!**

Günstiges Zimmer für Unterstützung im Alltag?
Mit „Wohnen für Hilfe“ an der richtigen Adresse!

Wir bringen Studierende und Wohnungsgelände zusammen.
+49 331 3704-4056
wohnen-fuer-hilfe@stwwb.de
www.stwwb.de

Für Studierende:
Preiswert Wohnen
Für Privathaushalte:
Unterstützung zu Hause

**Studierendenwerk
West-Brandenburg**



We are also building new residence halls. Recently, the Haus 3 residence hall opened on the campus in Golm.

Moving into a new life

You did it! The moving boxes are unpacked and your studies are about to begin. In order to make studying more relaxed, a few things still need to be taken care of.

Register your place of residence at the citizens' office within 14 days after moving in

- www.potsdam.de/de/willkommen-zur-elektronischen-wohnsitzanmeldung (German only)
- www.stadt-brandenburg.de (German only)
- www.wildau.de (German only)

How does it work with the licence fee?

As a general rule, one licence fee must be paid for each apartment. The fee is currently €18.36 per month.

1. Do you receive BAföG?

If so, you can apply to the licence fee service for an exemption from the licence fee. The exemption is not granted automatically.

2. Is your room located directly off a generally accessible hallway?

Then your room is considered a separate residence – even if you don't have your own bathroom or kitchen. A separate licence fee must be paid for the room.

3. Are several rooms located behind a shared apartment door?

Then the rooms are collectively considered a shared apartment. The licence fee must be paid only once for the entire shared apartment, and the residents can split the cost among themselves.

www.rundfunkbeitrag.de/welcome

Check entitlement to housing allowance

If you do not receive BAföG, you may be entitled to housing allowance ("Wohngeld"). For the application for housing allowance, you will need the notice of rejection of BAföG. You can apply for housing allowance at the city or municipality.

www.bmwsb.bund.de/wohngeldrechner (German only)



All in one with "Wohnen+"

The "Wohnen+" service portal brings together communication and services related to housing, making inquiries and documents regarding the rental relationship clearly organized and digitally accessible. Our tenants can register.

www.stwwb.de/en/housing/serviceportal





Support in the residence hall: residence worker and tutors

Are you new in town and full of questions? Our residence worker is there to help and advise students in the residence halls. As a contact person on site, he is close to everyday life on campus and knows the needs of the students. He provides support regarding harmonious communal living and mediates in conflicts. Our tutors live in the residence halls themselves and are from Germany and from all over the world. The residence tutors receive an expense allowance for their voluntary work. **On our website you can find out where we currently need new tutors and how you can apply.**



Interested?

www.stwwb.de/en/housing/residence-support



Any questions left?

Our housing department is there for you!

Studierendenwerk West:Brandenburg | Housing department

Babelsberger Straße 2 | 14473 Potsdam (Entrance: Lange Brücke)

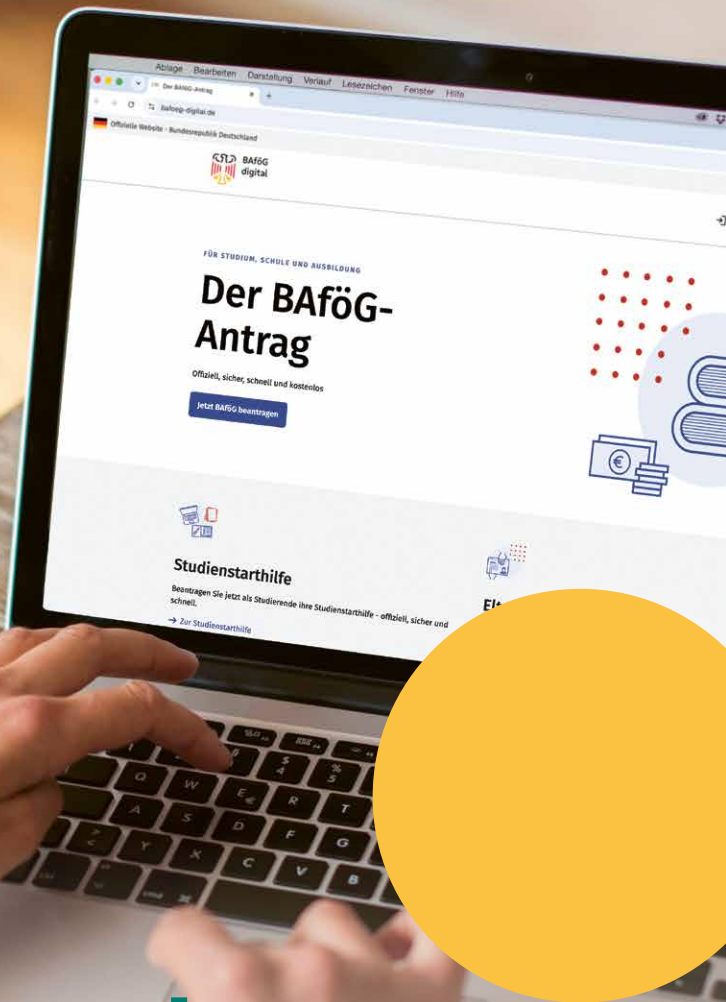
Phone 0331 3706 555 | wohnen@stwwb.de

On-site office hours: Tue 9 a.m.-12 p.m. and 1-4 p.m., Thu 1-4 p.m.

Phone office hours: Mon and Thu 9 a.m.-12 p.m., Wed 9-11 a.m.

Current information on our website: www.stwwb.de/en/housing





Student financing and BAföG

Money for your studies – BAföG, scholarships and more



Studying costs money. We advise you on how to finance your studies.

BAföG, jobbing, financial support from parents, scholarships or student loans - there are several ways to finance your studies. Often it is a mixture of different sources of funding.

Our BAFöG office team is happy to advise you and support you in applying for BAFöG funding!

Who gets BAFöG?

German students can receive BAFöG, and under certain conditions international students are eligible as well, if they have a certain residence status. Whether BAFöG is paid, and how much, depends on several factors:

- your own income and assets,
- your parents' income,
- and the income of your spouse or civil partner.



According to the 22nd Social Survey, students require about €842 per month in order to pay for example rent, food and teaching materials.

However, only those who have not yet reached the age of 45 at the start of their studies are eligible. But also in this case, certain exceptions apply to the rule (e.g. childcare, secondary education, etc.).

How much BAFöG do I get?

The amount of BAFöG is individual. Factors taken into account include:

- Where do you live?
- Do you have your own health and long-term care insurance?
- What is your income and your total assets?
- What is your parents' income?
- Do you have any siblings who are in school, doing an apprenticeship, or in college?

The maximum rate is currently €992 if you live in your own home, or €671 if you live at your parents' home (incl. additional allowance for health and long-term care insurance).



BAföG for Internationals

You are studying in Germany but do not hold German citizenship? In this case, the legal regulations of section 8 of the Federal Training Assistance Act (§ 8 Bafög) apply. Please contact us for advice.

How can I apply for Bafög?

You can easily submit the **application online using the digital application assistant “BAföG Digital” or the app**. You need a BundID account to submit your application. You can also log in using your electronic residence permit (eAT). Advantage: The documents are directly linked to your Bafög application and transmitted securely. For applications submitted to us on paper, however, no documents can be submitted digitally at a later date. As soon as you’ve submitted your application via “BAföG Digital,” you can easily upload any missing documents.



Faster and easier – We recommend: Submit your application online! Follow the link to the digital application assistant here: www.bafög-digital.de



And by the way: You can now also submit your Bafög application entirely via the app.

Apple:



Android:



Once all the required documents have been submitted, the processing time is about eight weeks. Bafög is usually granted for twelve months. Your Bafög approval notice will indicate the date until which you will receive payments (grant period). It’s best to submit your **follow-up application** about 10 weeks before that date. This will help you avoid any interruption in payments.

The application forms seem too complicated? Don’t worry. During in-person and phone office hours, our team at the Bafög office is happy to help you fill out the forms. If any documents are still missing, we will get in touch with you!

Have you reached the standard period of study and not yet completed your studies? Apply for a flexibility semester and you will receive funding for one additional semester. You do not need to provide reasons for the extension.

If there are reasons for the delay, e.g., illness or childcare, the funding period may also be extended.



Studienstarthilfe

Young people under the age of 25 from low-income households receiving social benefits can apply online for a one-time grant of €1,000. The application can be submitted until the end of the month following the start of the semester.



“I won’t get BAföG anyway.” – Are you sure? Check whether you are entitled to BAföG!

Many students are throwing away cash because they don’t even apply – either because they are unsure or because they have been given the wrong information. According to a study published in 2025 by the Fraunhofer Institute for Applied Information Technology (FIT), up to 70% of those entitled to claim BAföG do not do so.

The most common myths about BAföG:

- “The BAföG calculator says I won’t get any money.”

The official BAföG calculator is a good first point of reference. However, it does not take into account many individual factors that are important for the calculation of BAföG. This sometimes leads to an inaccurate result.

- “My parents earn too much.”

Many students are entitled to BAföG despite having parents who earn well, as the allowances have been increased repeatedly in recent years. Siblings in education are also taken into account and reduce the amount calculated.

Example: If the parents have a combined income of €80,000 from paid employment, students who have their own apartment and are required to have their own health insurance receive €520 in financial aid if another sibling is also studying. In the same example with a sibling of school age, the funding amounts to €488. Without siblings, the parents would have to earn more than €80,000 together for the application to be rejected on the basis of the amount. And: If contact is broken off or support is lacking, BAföG independent of parents may be possible.

- “I decided to study late in life. That’s it for BAföG.”

That’s not true, because the age limit for receiving BAföG has been significantly raised and is now 45.

- “I’ve saved up quite a bit. I have to use that to finance my studies and I definitely won’t get BAföG.”

Your own assets are not an obstacle. You can have up to €15,000 (under 30 years of age) or €45,000 (30 years of age and older) in assets without this being taken into account for BAföG. Any assets above this amount will be taken into account proportionally, but that does not automatically mean that you will not receive anything!

- “I’d better not apply for BAföG, I don’t want to get into debt.”

At least half of BAföG is a gift. Repayment is limited to a maximum of €10,010. However, it can also be less if the loan is repaid early, either in full or in part. Repayment usually begins five years after the end of the maximum funding period and is made in small payments of €130. If you have a low income, you can also apply for an exemption or a reduction in the instalments.



Better to apply than to miss out!

There are many cases where BAföG works. Don’t let BAföG myths deter you; instead, ask us directly at the BAföG office. **We offer free and confidential counselling.**



BAföG Reform: Here’s what’s changing for students*

- The flat-rate housing allowance will increase to €440 starting in the summer semester of 2027
- The basic rate will increase starting in the winter semester of 2027/28
- Allowances are to be increased annually by 1.5 percent in the future
- The proof of academic performance requirement starting in the fifth consecutive semester will be eliminated

* Note: As of the publication date, these changes have not yet been finalized.



Good to know

Even if you are not eligible for BAföG, it can be helpful in some cases if you have received a rejection notice, for example when applying for housing allowance (Wohngeld) or basic income support (Grundsicherung). You can be exempted from paying the licence fee if you receive BAföG payments as of €10.

Checklist for the BAföG application

Did you think of everything?

- **Form 1 (or form 9 for a follow-up application)**
filled out and signed or indicating the name
- **Certificate of enrollment**
current semester
- **Statement of assets**
balances as of date of application
- **Proof of health insurance**
for students/voluntary/private
- **Rental contract or registration certificate**
no need for rental terms or house rules
- **Residence permit (if available)**
See note from the foreigners' registration office in your passport/ID document/visa
- **Form 3: Parents**
filled out and signed or indicating the name
- **Tax assessment: Parents**
penultimate year
- **Form 3: Spouse or civil partner**
filled out and signed or indicating the name
- **Tax assessment: Spouse or civil partner**
penultimate year
- **Certificate of school/studies/training from siblings**
currently valid

Further funding opportunities

For those who wish to study but do not receive BAföG funding, other options to finance their academic education are available.

Scholarships

Only the best of the best receive a scholarship? That's not true! The committed, the convinced and many others can also apply successfully for a scholarship. The website provides an overview. www2.daad.de/deutschland/stipendium/datenbank/en/21148-scholarship-database/

Education Loan

Are you in an advanced stage of your education or in an additional, postgraduate or supplementary course of study? Then you can take advantage of the relatively low-interest education loan from the Federal Office of Administration. This loan is issued for

a maximum of 24 months with up to €300 per month. In contrast to BAföG, the loan is independent of your or your parents' assets and income.

KfW student loan

Students in their first or second-degree program can apply for the KfW student loan. Here, between €100 and €650 are granted per month for a period of up to 14 semesters by the KfW Bank as a full interest-bearing loan. Take into account that the interest rates are high.

Graduation loans of the Studierendenwerk

Almost at the finish line of your studies? In order to finance the completion of their first-degree or consecutive studies at a state university, students in the area of responsibility of the Studierendenwerk West:Brandenburg can receive an interest-free loan for a maximum of 12 months. The graduation loan is intended for students who can successfully complete their studies in a maximum of two semesters and who are not (or no longer) entitled to BAföG support. Applications for the loan are submitted to the BAföG office.

Any questions left? Our BAföG office is there for you!

Studierendenwerk West:Brandenburg | BAföG office



Babelsberger Straße 2 | 14473 Potsdam (Entrance: Lange Brücke)

Phone 0331 3706 301 | stwwb@bafog-brandenburg.de

(Please always quote the funding number.)

On-site office hours:

Tue 9 a.m.-12 p.m. and 1-4 p.m., Thu 1-4 p.m.

Phone office hours of personal

BAföG consultants:

Mon and Thu 9 a.m.-12 p.m.

Phone office hours of the general BAföG counselling office:

Mon, Wed and Thu 9 a.m.-12 p.m.

Phone 0331 3706 308

**Do you have general
questions, e.g. about
the application forms or about
a change in study course?**
Our general BAföG counselling
is there for you during
the phone office hours!

Current information on our website: www.stwwb.de/en/bafog-finances



Jobbing

Balancing studies and work



The job placement service of the Studierendenwerk

You want to network early and gain professional experience? You are not entitled to BAföG? There are many reasons for a part-time job! A large number of students work besides their studies. Simply register via our job portal and find a suitable job alongside your studies. When looking for a part-time job, many questions arise for the first time: Do I have to insure myself? Which work models are suitable for me? Will I lose my entitlement to BAföG if I get a job? We are happy to answer all your questions!

This is how our job placement service works:

1 Register online

Required documents:

- current certificate of enrollment
- if applicable, work permit for international students

2 Search for a part-time job

In our job portal you can search for a part-time job that suits you. If you find an offer that you like, you can apply directly.



You haven't registered yet?

Simply fill out the form online and start looking for a job.



Jobs as IT student trainee, mini-jobs in a PR agency or a semester vacation job in the catering industry: there are many new job offers in the online database every day.
www.stwwb.de/en/job-placement/student-job-placement-service



3 Update your registration

We always need your enrollment certificate for the current semester!

4 Delete your account

You are no longer studying or have no need for new job offers? Please delete your account. By doing so, your stored personal data will also be deleted.



Good to know

Those who receive BAföG can earn up to **€603 per month** in a part-time job **without deductions (exemption amount)**.

Working as an international student

For many international students, a part-time job is a regular part of their study life. How much you are allowed to work depends on your residence permit. Students from so-called third countries with a residence permit for study purposes are generally allowed to work up to 20 hours a week. This means you can work a maximum of 140 full days per year or 280 half days per year. Students from the EU have the same legal status as German students in this regard. If you are unsure which regulation applies to you, it is best to contact us so we can give you advice.

In order to be able to work in a part-time job, the following documents/proofs must be provided:

- Work permit
- Health insurance chip card
- Tax identification number
- Proof of social security number (Versicherungsnummernnachweis)
- Bank account
- Identity card or passport, if necessary with residence permit
- References and work samples (if requested by employer)
- A separate tax number is required for freelance jobs



Rights in a part-time job

No matter what form of employment you pursue: In terms of labour laws, the same regulations that apply to employees apply to students as well.

- Right to a written employment contract
- Entitlement to six weeks continued payment of wages in the event of illness (but no sick pay)
- Payment of the minimum wage (Currently €13.90; starting in 01/2027: €14.60)
- Paid vacation days
- Compliance with the notice period
- Affordable counselling at the local courts in case of dispute with the employer
- Protection against dismissal in the event of pregnancy



Any questions left?

Our job placement service is there for you!

Studierendenwerk West:Brandenburg | Job Placement Service

Babelsberger Straße 2 | 14473 Potsdam (Entrance: Lange Brücke)

Tel. 0331 3706 254 | jobs@stwwb.de

On-site office hours: Tue 9 a.m.-12 p.m. and 1-4 p.m., Thu 1-4 p.m.

Phone office hours: Mon to Thu 9 a.m.-3 p.m., Fri 9 a.m.-2 p.m.

Current information on our website: www.stwwb.de/en/job-placement





University gastronomy

Eating in our canteens

We cook for every taste – and at low prices.



Dishes are freshly prepared every day in our seven canteens. You can choose from at least three main dishes, most of which are vegetarian or vegan. For some of our food, we prioritize organic quality and ingredients from Brandenburg. Outdoor seating makes a visit to the canteen appealing, especially when the weather is nice. With the “Mensa+” app, you can stay up to date on the current menu and news, and give us direct feedback on the dishes.

Prices in our canteens (as of August 2026)

There are three price categories in our canteens. Students – including those from Berlin and the area covered by the Studierendenwerk Ost:Brandenburg – pay the lowest price. University employees pay the middle price. We charge external guests an additional fee, which varies depending on the canteen.

Meal	Student price
Meal I	€2.15
Meal II	€2.85
Meal III	€3.50
Meal IV	€4.30
Salad bar per 100 g	€1.10
Pasta bar per 100 g	€0.65
Extra bowl of side dish	€0.50
Extra bowl vegetable garnish	€0.90

No cash on you? Pay cashless with your student ID.

At our cashless checkout desks, you can simply pay with your student ID. There are cash reload stations in every canteen. External guests can pay at several Mensa locations with our “Mensa Card”.



Straight to the canteen right after getting up?

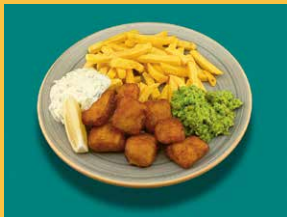
Of course! We offer a wide variety of breakfast and snack options everywhere. At some locations, we're even open until the evening.

What's on offer in the mensa today?

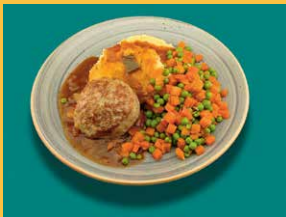
An excerpt from our colourful and delicious menu – there is something for everyone.



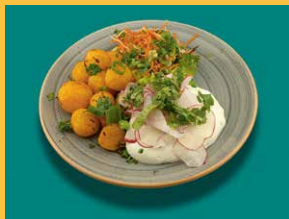
Spelt noodles with cauliflower, hazelnuts, lemon-thyme-sauce, and parsley oil



Fish and Chips with remoulade and mashed peas



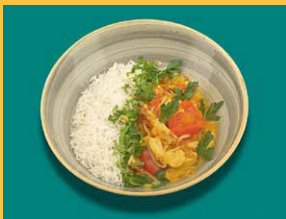
Meatballs with mixed vegetables, mashed potatoes, and onion sauce



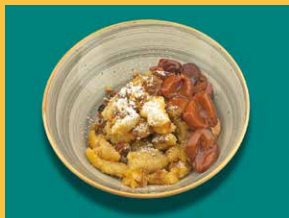
Grilled potatoes with rosemary, served with radish quark and marinated leaf lettuce



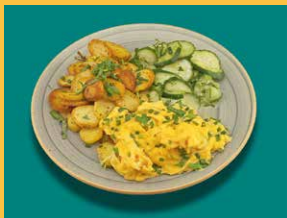
Chicken Kebab, Döner-Style – with herb sauce, fries and salad



Madras Chicken Strips with soybean sprouts and cashews, served with basmati rice



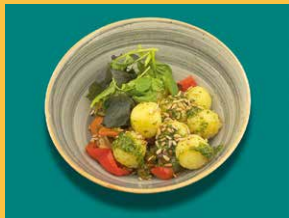
Homemade vegan Kaiserschmarrn with roasted plums



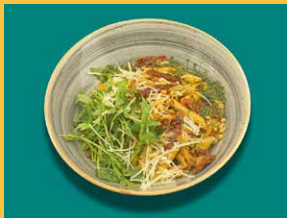
Scrambled Eggs with herbs, sautéed potatoes, and cucumber salad



Mexican Soul Food – vegan chili with potatoes, black and white beans, pita bread and cilantro cream



Mini potato dumplings in vegan pesto, served with grilled vegetables, toasted sunflower seeds, and salad



Penne with pesto, sun-dried tomatoes, arugula, pine nuts and Grana Padano



Zero Waste – three ways to enjoy carrots with spelt pasta, pesto and flaxseeds

Never hungry, always happy!

Menü checken.
Essen bewerten.
News erhalten.

Check the menu.
Rate your meal.
Receive news.



**Mensa-App
herunterladen!**

Download the
Mensa app!



**Studierendenwerk
West:Brandenburg**



Is it your turn
to invite for lunch?
You can buy canteen vouchers
as a gift at our checkout
desks.

Mensa
Voucher

Mensa
Voucher

Mensa
Voucher

Studierendenwerk
West:Brandenburg

MENSA VOUCHER

Betrag
amount

Gutscheinnummer
voucher number

Der Gutschein kann in den Mensen des Studierendenwerks West:Brandenburg eingelöst werden. Eine Auszahlung ist nicht möglich.

The voucher can be used in the canteens of the Studierendenwerk West:Brandenburg. It cannot be paid out.

gültig bis
valid until

www.stwwb.de

Reusable, Organic, and Plant-Based Variety

For takeout meals and coffee, you can use Relevo's deposit-free reusable tableware. Simply download the app, borrow the tableware, and return it within 14 days. You can also bring your own suitable containers. At our vegan coffee stations, you can choose from a selection of coffee drinks made with oat milk. Every day, our canteens offer several vegan and vegetarian dishes. On "Veggie Wednesday," we serve exclusively vegetarian and vegan meals. More than 30 percent of the food we use is organic. We source some of our ingredients locally, such as various types of beets and other vegetables. We're also increasingly using lentils and chickpeas from Brandenburg. In the digital menu, a CO₂ score also indicates how high or low a dish's carbon footprint is.

Relevo
#MehrwegToGo

Mehrweggeschirr
für das Mensaessen
zum Mitnehmen

Jetzt App laden!

QR code for app download

Google play

Apple

Relevo QR code

The image shows a white reusable bowl filled with a colorful salad, including tomatoes, cucumbers, beets, a hard-boiled egg, and leafy greens. The bowl is being held by a hand. In the background, a blurred outdoor scene shows people sitting on a lawn. The advertisement includes the Relevo logo, the hashtag #MehrwegToGo, and the text 'Mehrweggeschirr für das Mensaessen zum Mitnehmen'. It also features a call to action 'Jetzt App laden!' with a QR code and icons for Google Play and the Apple App Store. A small Relevo logo and QR code are visible on the side of the bowl.



Counselling services

When things don't run smoothly



We are there for you with our counselling services.

Studying is not always easy. No matter if you have personal problems or are worried about your studies – our social counsellors and our psychologist are there to listen and to find solutions together with you. Counselling is free, anonymous and available in German and English.

Social Counselling

- Studying when pregnant & studying with children
- Studying with a disability or chronic illness
- Study financing
- Emergencies during your studies
- Counselling on discounts and semester ticket subsidy
- Allocation of emergency fund and free lunch tokens for the canteen
- Questions on social security
- Jobbing alongside your studies
- Information for international students

Psychosocial Counselling

- Speech and exam anxiety, writer's block, procrastination, doubts about one's studies, dropping out of university or career choices
- Anxiety, depression, self-esteem issues, stress, feeling overwhelmed, burnout
- Partnership conflicts, burdensome family situations
- Psychosomatic symptoms, eating disorders
- Social isolation, problems with friends and fellow students
- Financial worries
- Current crises
- Addiction



Good to know

Should you ever find yourself in a financial emergency, **you can apply for a one-time financial aid of max. €380** via the emergency fund of the social counselling service.
www.stwwb.de/en/bafoeg-finances/loans-scholarships



Our counsellors are here to listen!

Studierendenwerk West-Brandenburg

Babelsberger Straße 2 | 14473 Potsdam (Entrance: Lange Brücke)



Social Counselling

soziales@stwwb.de | Phone 0331 3706-251 or -254

On-site office hours: Tue 9 a.m.-12 p.m. and 1-4 p.m., Thu 1-4 p.m.

Regular open consultations are offered in front of the canteen on the campus in Wildau.

Phone office hours: Mon to Thu 9 a.m.-3 p.m., Fri 9 a.m.-2 p.m.

Psychosocial Counselling

psb@stwwb.de

Phone 0331 3706 252

On-site office hours: Tue 9 a.m.-12 p.m. and 1-4 p.m., Thu 1-4 p.m.

and by appointment (also on the Wildau campus)

Current information on our website: www.stwwb.de/en/counselling-social

Consultations are
also possible online
via video call using the
certified provider
“RED Connect”.



Do you need urgent help and we are currently unavailable?

You can find the relevant contact addresses in the overview for emergencies and crises.

www.stwwb.de/en/counselling-social/psychotherapeutic-counselling





Studying with children

Studying as a parent – with our support you can do it.



Students with children face special challenges: Who will look after my child while I am in class? Which state benefits, such as parental allowance or child benefit, can I apply for? We answer questions about studying with children, help with applications for financial aid, and arrange childcare for students' children.



Our social counselling service provides information on all questions:

www.stwwb.de/en/counselling-social/studying-with-children



How to get student child allowance

The Studierendenwerk West:Brandenburg pays a **one-time allowance for students with children of €200** for each child. The application can be submitted online: antrag.stwwb.de



BAföG

BAföG includes a childcare allowance of €160 per month per child.

Low-price canteen food

The children of students and university employees only pay the low student price in our canteens.

Childcare

To ensure that studying with children is successful, we offer various childcare options in Potsdam and Wildau.

- **Daycare centers in Potsdam and Wildau**

Up to 110 children from three months to school age are cared for at the “klEinstein” daycare center in Potsdam. The daycare center is located on the ground floor of the residence hall Kaiser-Friedrich-Straße near the campus of the University of Potsdam, Neues Palais. The daycare center “Die wilde 19” on the campus of the Technical University of Applied Sciences Wildau (house 19) offers space for up to 28 children aged two months or older.

- **Short-term childcare (KuKi)**

Short-term childcare fills childcare gaps. Do you need to attend an evening lecture or are you waiting for a place in the daycare center? The KuKi of “Die Kinderwelt” looks after children for a few days, weeks or even months. Children are cared for directly in the city center of Potsdam (Breite Straße).

Registration

Kinderwelt gGmbH is responsible for the daycare centers and short-term childcare (KuKi) in Potsdam and Wildau.

Contact:

Die Kinderwelt gGmbH

Childcare Placement Service

Marlene-Dietrich-Allee 15

14482 Potsdam

Phone 0331 70476-0

kontakt@die-kinderwelt.com,

www.die-kinderwelt.com (German only)

Online registration for a daycare place: www.anmeldung.die-kinderwelt.com

(German only)



Making student life more accessible



Studying with a health impairment

Access to a university depends on more than just grade point average. In the 22nd Social Survey from 2021, approximately 16% of students who responded said that they had a disability that made studying difficult. We want to make the path to university easier for people with health impairments and offer counselling services to discuss your situation and possibilities.



Low-barrier services

On our website, we have compiled information to help make your college experience more accessible – covering housing, counselling, the canteen, and other support services.

www.stwwb.de/en/counselling-social/low-barrier-services



Studying with disability

The Deutsches Studierendenwerk (DSW) provides comprehensive information on the topic of studying with disabilities and chronic illness.

www.studierendenwerke.de/en/topics/studying-with-disabilities



Contacts at the universities



University of Potsdam

Representative for Students with Disabilities:

[www.uni-potsdam.de/en/studium/advising-and-services/
counseling-for-students-with-health-issuesdisabilities](http://www.uni-potsdam.de/en/studium/advising-and-services/counseling-for-students-with-health-issuesdisabilities)



University of Applied Sciences Potsdam

Representative for university members with impairments:

[www.fh-potsdam.de/campus-services/chancengleichheit/
barrierefrei-studieren](http://www.fh-potsdam.de/campus-services/chancengleichheit/barrierefrei-studieren) (German only)



Film University Babelsberg KONRAD WOLF

Inclusion Officer:

[www.filmuniversitaet.de/filmuni/beratung-service/
inklusionsbeauftragte](http://www.filmuniversitaet.de/filmuni/beratung-service/inklusionsbeauftragte) (German only)



Brandenburg University of Applied Sciences

Inclusion Officer:

[www.th-brandenburg.de/studium/information-und-beratung/
studieren-mit-behinderung](http://www.th-brandenburg.de/studium/information-und-beratung/studieren-mit-behinderung) (German only)



Technical University of Applied Sciences Wildau

Representative for students and prospective students with disabilities:

www.th-wildau.de/hochschule/beauftragte/behinderung/
(German only)





**International
student life**

Nice to have you here!

We welcome all international students in Potsdam, Wildau and Brandenburg an der Havel



The offers of the Studierendenwerk West:Brandenburg are open to all students. However, many international students have additional questions. We are happy to answer them.



How can I ...?

Have a look at our FAQs, your question might already have been answered: www.stwwwb.de/en/international-culture/faq



The most international address on campus: The International Office

You may already have been in touch with the International Office at your university – if not, it's worth a visit! The International Offices answer questions from international students and also advise on studying abroad.



University of Potsdam | International Office

Am Neuen Palais 10, Haus 8, 14469 Potsdam
international-office@uni-potsdam.de, Phone +49 331 977 1760



University of Applied Sciences Potsdam | International Office

Kiepenheuerallee 5, 14469 Potsdam
international@fh-potsdam.de, Phone +49 331 580 2060



Film University Babelsberg KONRAD WOLF | International Office

Marlene-Dietrich-Allee 11, 14482 Potsdam
internationaloffice@filmuniversitaet.de, Phone +49 331 620 2559



Brandenburg University of Applied Sciences | International Office

Magdeburger Straße 50, 14770 Brandenburg an der Havel
heike.wolff@th-brandenburg.de, Phone +49 3381 355 104



Technical University of Applied Sciences Wildau | International Office

Hochschulring 1, Haus 13, 15745 Wildau
incoming@th-wildau.de, Phone +49 3375 508-378/-386



Leisure
and culture

More Than Just Lectures: Explore, Get Involved, Meet People



Student life in Potsdam, Brandenburg an der Havel and Wildau

Brandenburg is more than just Berlin's "backyard". The distance from the hectic capital city makes Brandenburg a great state to focus on your studies while still being able to party extensively!

Student bars and clubs

Potsdam

- **Pub à la Pub**
Instagram:
[@pubalapubpotsdam](https://www.instagram.com/pubalapubpotsdam)



- **KuZe**
www.kuze-potsdam.de
(German only)



- **Casino FHP**
www.casino-fhp.de
(German only)



- **NIL StudentInnenkeller**
www.nilklub.net
(German only)



Brandenburg an der Havel

- **IQ Studentenkeller**
www.iq-studentenkeller.com (German only)



Wildau

- **Olymp**
www.stura-wildau.de/studierendenklub
(German only)



On our website, we highlight places near campus where you can relax – for example, by going for a walk, enjoying outdoor sports, or spending time at a swimming lake.
www.stwwb.de/en/international-culture/student-life



Staying active after classes

University sports offer a huge variety of activities.

Those who exercise regularly live healthier lives and keep a clear mind for learning. Even die-hard couch potatoes are convinced by the extensive and affordable sports program at our three university locations.

- **University of Potsdam (also for students of the University of Applied Sciences Potsdam and Film University Babelsberg KONRAD WOLF)**
www.uni-potsdam.de/en/hochschulsport
- **Brandenburg University of Applied Sciences**
www.th-brandenburg.de/leben/sport (German only)
- **Technical University of Applied Sciences Wildau**
www.en.th-wildau.de/university/university-administration/university-sports



We fund student projects

By students and for students: cultural & social project funding

Are you planning a film festival, a soccer tournament or a campus festival? Students often have great ideas but only a tight budget. We support cultural and social projects by students and for students outside of classes.



Do you already have a project idea?

You can find all relevant information regarding the application for funds in our directive on the allocation process of funds from semester contributions to students and student projects: www.stwwb.de/en/international-culture/project-funding



- **You need up to €1,500 to realize the project?**

In this case, the Studierendenwerk management can make a decision on the application any time.

- **You need more than €1,500?**

In this case, the board of directors has to decide. The board meets three times per year. Your project documents have to be submitted to us at least six weeks before the meeting. You can find the current dates on our website.

- **The project application consists of:**

cover letter, project description, financing plan, letter of endorsement from the student council, application for Funding of a Student Project (Appendix 1)

Also there for you: the student councils of the universities.



AStA of the University of Potsdam
astaup.de (German only)



AStA of the University of Applied Sciences Potsdam
asta.fh-potsdam.de (German only)



StuRa of the Film University Babelsberg KONRAD WOLF
studirat.de (German only)



AStA of the Brandenburg University of Applied Sciences
stuve.th-brandenburg.de (German only)



StuRa of the Technical University of Applied Sciences Wildau
stura-wildau.de/ (German only)



Help with legal questions

The AStA of the University of Potsdam advises students.
astaup.de/rechtsberatung (German only)







General Information

Quite pricey? We don't think so.

The Studierendenwerk fee: €80 per semester for a good cause

When you enroll at university, register for the following semester or take a semester on leave, you pay semester fees. Of your semester fee, €80 goes to the Studierendenwerk each semester. With the Studierendenwerk fee, we pay for a portion of our services that benefit all students:

- **Construction of new residence halls**
- **Renovation and modernization of our residence halls**
- **Homemade food in our canteens at student prices**
- **Funding for student projects**
- **Contributions to student associations and to the students' recreational accident insurance fund**
- **Loan fund** (hardship loans, graduation loans)
- **Grants for students who are in need through no fault of their own** (one-time grants)



Exemptions & Refunds

Did you experience a longer stay abroad, illness or deregistration? Under certain conditions the Studierendenwerk fee can be reimbursed:

www.stwwb.de/en/counselling-social



Good to know

The Studierendenwerk fee also includes recreational accident insurance for students. This applies to accidents outside of the university context, as well as abroad. Accidents which are not covered by the statutory accident insurance are covered by this insurance. Our social counsellors will answer any questions you may have.



Get the latest!

**Folge uns auf Instagram
für die neuesten Updates,
Infos, Tipps und mehr!**

**Follow us on Instagram
for the latest news,
infos, tips and more!**



**Studierendenwerk
West:Brandenburg**

Checklist for starting your studies in the winter semester

January – March: still be without a plan

- What do I want to study?
- When do I need to apply for the study program I have chosen?
- Where would I like to study?
- What options do I have to finance my studies?
- How much am I allowed to earn while studying?
- Do my parents support me financially?

April – June: make a plan

- **Funding:** Clarify financing options for studies (BAföG, parents, part-time job, scholarship)
- **Apply online for a place in the residence hall** at your preferred location (admission letter of the university can be submitted later)
- **Housing:** Get an overview of different housing options (private rental market, homesharing program, checking real estate platforms, ask at housing cooperatives and societies).
- **Jobbing:** Do I need a part-time job? What is the time required (full-time study: no more than 20h/week)? What do I want and what can I deliver besides my studies?



July – August: have the plan

- **Financing:** Submit your BAföG application (processing takes approx. 8 weeks), apply for study start aid (Studienstarthilfe), consider applying for a scholarship
- **Housing:** After your application, upload the admission letter from your university via the confirmation link, so that a rental offer can be made (always indicate your application number when writing to us)
- **Jobbing:** Find a part-time job through our job placement service
- **Insurance:** What insurance coverage do I have and which one do I need (important: health and liability insurance)?

September – December: put your plan into action

- **Financing:** Receive your BAföG decision
- **Housing:** Move in, register your new residence with the city administration (usually deadline of two weeks), submit a forwarding request to the post office, register for the broadcasting fee
Tip: If you receive BAföG, you can be exempted from the licence fee.
- **And what else:** Attend information events, apply for your student ID, visit the canteen for the first time, maybe have a counselling session, follow and like us on social media, explore your new place of residence.

Good luck with the start of your studies!

All contacts at a glance

Service Point

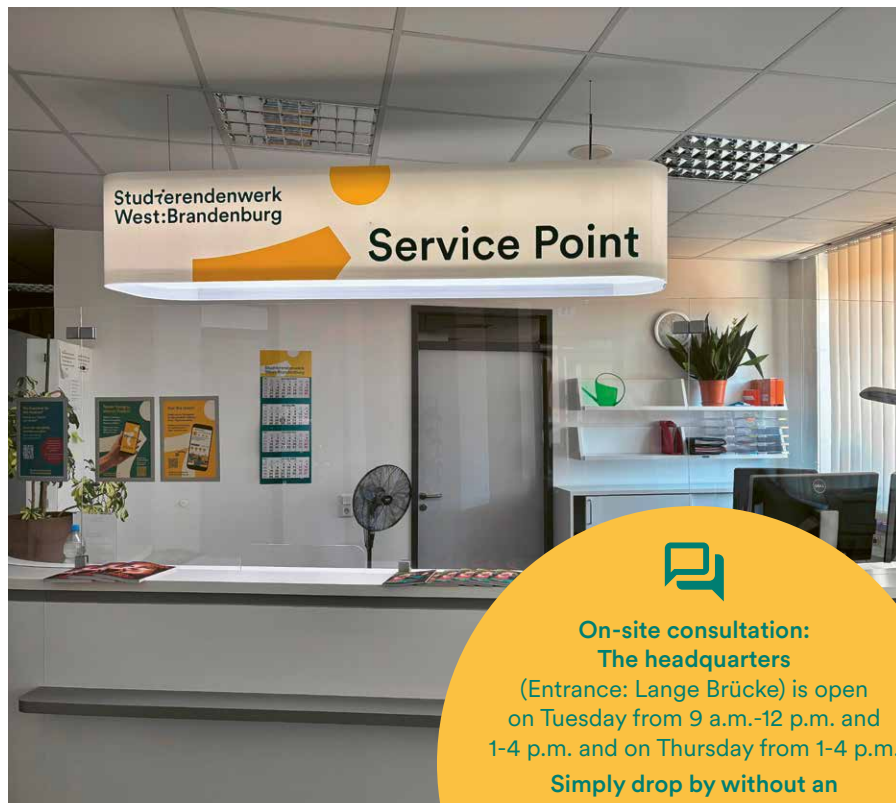
Babelsberger Straße 2, 14473 Potsdam

Phone 0331 3706 0

service-point@stwwb.de

Reachable by phone: Mon and Wed 9 a.m.-3 p.m., Tue 9 a.m.-6 p.m.,

Thu 9 a.m.-4 p.m., Fri 9 a.m.-2 p.m.



On-site consultation:

The headquarters

(Entrance: Lange Brücke) is open
on Tuesday from 9 a.m.-12 p.m. and
1-4 p.m. and on Thursday from 1-4 p.m.

Simply drop by without an
appointment – at the BAföG office,
the Housing Department
administration, the social
counselling or the
psychosocial
counselling.

Housing

Babelsberger Straße 2, 14473 Potsdam

Phone 0331 3706 555

wohnen@stwwb.de

Reachable by phone: Mon and Thu 9 a.m.-12 p.m., Wed 9-11 a.m.



BAföG Office

Babelsberger Straße 2, 14473 Potsdam

Phone 0331 3706 301

stwwb@bafoeg-brandenburg.de (**Please always quote the funding number.**)

Reachable by phone

Clerks: Mon and Thu 9 a.m.-12 p.m.

General Counselling Office: Mon, Wed and Thu 9 a.m.-12 p.m.

Phone 0331 3706 308

University gastronomy

Babelsberger Straße 2, 14473 Potsdam

Phone 0331 3706 401

verpflegung@stwwb.de

Opening hours and menu:

www.stwwb.de/en/food-co/menu/app

Job placement service

Babelsberger Straße 2, 14473 Potsdam

Phone 0331 3706 254

jobs@stwwb.de

Reachable by phone: Mon to Thu 9 a.m.-3 p.m., Fri 9 a.m.-2 p.m.

Counselling Services

Babelsberger Straße 2, 14473 Potsdam

Social Counselling

Phone 0331 3706 251 or -254

soziales@stwwb.de

Reachable by phone: Mon to Thu 9 a.m.-3 p.m., Fri 9 a.m.-2 p.m.

Psychosocial Counselling

Phone 0331 3706 252

psb@stwwb.de

Additional appointments by request

International Affairs

Babelsberger Straße 2, 14473 Potsdam

Phone 0331 3706 255

internationales@stwwb.de

Imprint

Published by

Studierendenwerk West:Brandenburg
Babelsberger Straße 2
14473 Potsdam

Editing

Josephine Kujau, Çağla Yorulmaz

Layout

Henrike Ott, Visuelle Kommunikation

Image credits

DSW: Cover, p. 4, 8, 19, 20, 23, 28, 30, 31, 32,
36, 38, 41, 45, 46, 48, 50, 53, 54, 56
Martin Wolf: p. 12
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Reinhard & Sommer: p. 12, 17
University Gastronomy Team: p. 34
Relevo: p. 37
Josephine Kujau: p. 60

Date

August 2026

Printed on 100 percent recycled paper

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