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For all questions outside of 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.



Where can I find affordable accommodation?



How do I finance my studies?



Who will help me with the "paperwork" and help me out when I am troubled?



Where can I have a healthy and inexpensive lunch?

We offer affordable places in our student residence halls and are your contact for all matters concerning BAföG. We also help you find a suitable part-time job. Did you get caught up in the bureaucratic maze or is no one there who listens? Our counselling services are tailored towards students in a wide range of different life situations.

And best of all: Our canteens serve food that is freshly prepared every day and is easy on students' wallets.

On site, everything you need!

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

Brandenburg

an der Havel

Potsdam



Canteens



Childcare places



10

2.439

Places in

Daycare places

13 residence halls



Daycare places

Childcare places



295

Places in 1 residence hall









Childcare places



Daycare places



448

Places in

4 residence halls



18







Homesharing (Wohnen für Hilfe)



BAföG office



Social counselling



Psychosocial counselling office



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**



Furthermore we are 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 Europe for Applied Sciences (only BAföG, job placement service, psychosocial counselling and social counselling)
- DHAW (BAföG only)
- German University of Digital Science -**GUDS** (BAföG only)
- **Macromedia University** of Applied Sciences (BAföG only)



The first own home 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 18 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 rents, a short minimum rental period and an easy application procedure without proof of income. With us, you pay an average rent of €286 per month. The deposit is €300. 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 money or the residence bonus!



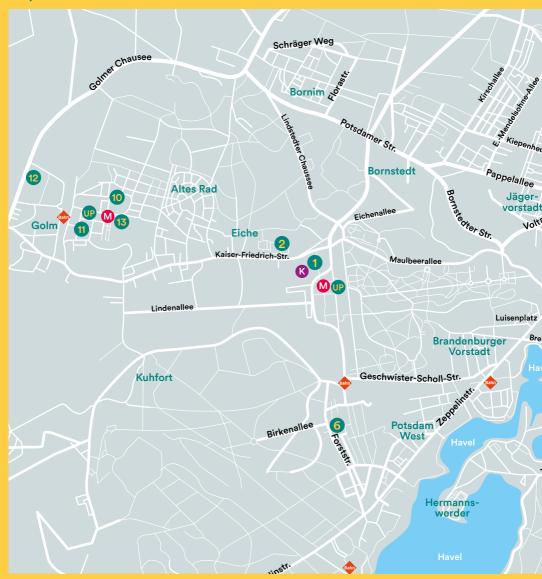
Wildau: You can apply for a communal welcome money of €50 every semester as long as you are registered as a resident in Wildau. You can submit the application in person or by email to the Residents' Registration Office (applications for the winter semester must be submitted by December 31, for the summer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

https://www.wildau.de/Einwohnermeldeamt (German only)

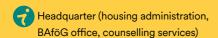
Brandenburg an der Havel: Those who register their primary residence in Brandenburg an der Havel receive a residence bonus from the city for the duration of their studies—a total of €100 per year. The application can be submitted online or in writing until December 31 of the current year.

www.stadt-brandenburg.de (German only)

Map: Potsdam

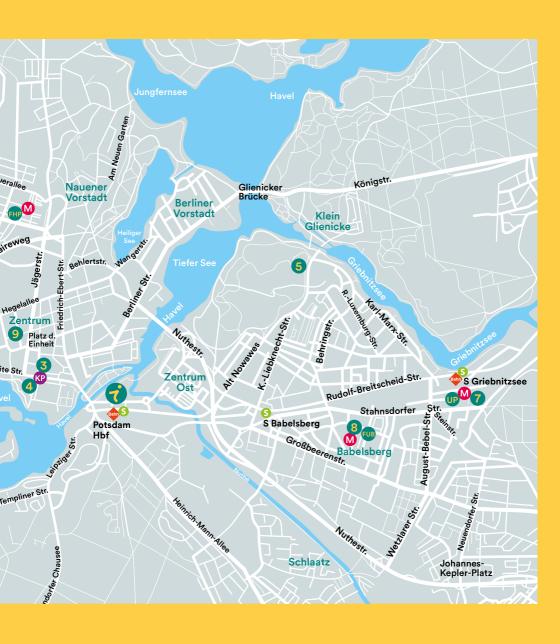


Legend



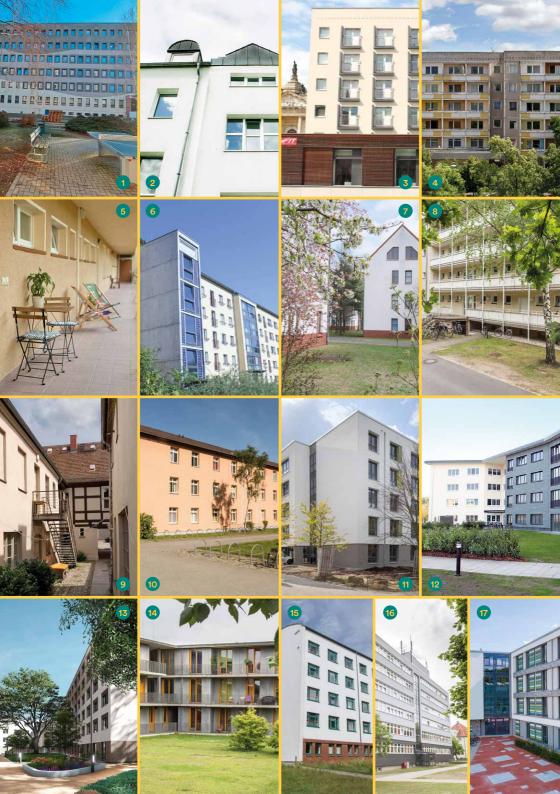






- K Daycare center
- **KP** Daycare parents

- Campus University of Applied Sciences Potsdam
- Campus Film University Babelsberg
- Campus University of Potsdam



Map: Brandenburg an der Havel



Map: Wildau



Legend

- 14-17 Residence halls
 - M Canteen
- K Daycare center
- RP Daycare parents
- Campus University of Applied Sciences

Residence hall	1-room- apartment	Shared apartment	Single room with shared bathroom and kitchen	apartment (two flatmates in	Single room (wheelchair accessible)	Apartment for families
Potsdam	apartment	apartment	and kitchen	Troomy	accessible)	TOT Tarrilles
1 Kaiser-Friedrich-Str. 133-135 2 Kaiser-FrStr. 142	~	~	~	-	~	~
3 Breite Str. 1-5a, 15-21 Breite Straße 18/ 4 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)	/	/	-	/	/	/
2 Zum Mühlenteich 4/6	/	/	-	-	/	-
(13) Karl-Liebknecht-Str. 24/25 (Haus 3 A/B)	✓	/	-	_	/	/
Brandenburg an der Have	d .					
14 Zanderstr. 10, 10a-g	/	/	-	-	/	_
Wildau						
15 Birkenallee 50	/	/	-	_	/	_
16 Schillerallee 1	/	_	\	-	-	\
Hochschulring 15 u. 17	/	/	_	/	/	/

2-bed-

Location	Sports room	Common/ Learning 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)	-	-	-	With some 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	-	/	-	-	-	_

Parcel

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:

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.

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

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.

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 pieces of advice 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, vour chances will increase. Our recommendation: inform yourself 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 free places in our residence halls for a part of all students. On our website we provide information about alternatives: www.stwwb.de/en/housing/ further-housing-offers

this at your municipality.

- · Are you looking for apartments on the free 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
- · Residence hall, a room in a private shared apartment or your own apartment? In all three cases: Take care of it early!



We will be opening a new residence hall in Golm in the summer semester 2026.

Günstiges Zimmer für

Stud-rerendenwerk West:Brandenburg

Unterstützung im Alltag?

Mit "Wohnen für Hilfe" an der richtigen Adresse!

Tip: Check our website regularly and move in soon!

> Visualization of the new residence hall on the university campus in Potsdam-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
- · www.stadt-brandenburg.de (German only)
- · www.wildau.de (German only)

How does it work with the broadcasting fees?

If you are entitled to BAföG, you can be exempted from the mandatory fee. Otherwise, an apartment (or shared apartment) has to pay a contribution of €18.36 per month. Do you live in a residence hall? If your room is off a generally accessible corridor, it is classed as an apartment. It doesn't matter whether you have your own bathroom or kitchen. The monthly fee must be paid per room. If several rooms are separated by a separate apartment door from a generally accessible hallway or stairwell, it is defined as a shared flat. The contribution only has to be paid once per shared flat. 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)



View over the campus of the Technical University of Applied Sciences Wildau: In the foreground, two residence halls of the Studierendenwerk at Hochschulring.



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 good cohabitation 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.



Are you curious now? 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 9-12 a.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



Money for your studies -BAföG, scholarships & co.



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 financing sources.

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

Who aets BAföG?

German students can receive BAföG, and under certain conditions international students are eligible as well, if they have a certain residence status. BAföG is paid if the student's own income and assets, as well as the income of his or her spouse/life partner and parents, are not sufficient to finance his or her studies. 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.).



According to the 22nd Social Survey from 2021, students require about €842 per month in order to pay for example rent, food and teaching materials.*

How much BAföG do I get?

The calculation consists of several factors: Your own income (e.g. from a part-time job) and assets are taken into account, as well as the income of your parents or spouse or partner. 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 have the German citizenship? In this case, the legal regulations of section 8 of the Federal Training Assistance Act (§ 8 BAföG) apply. Please contact us personally, so that we can counsel you.

How can I apply for BAföG?

You can easily submit the application online using the digital application assistant "BAföG Digital". You must register with your BundID account to do this or your electronic residence permit (eAT). Subsequently you can upload missing documents via the online portal. Advantage: The documents are directly linked to your funding case and transmitted via a secure communication channel. However, no documents can be submitted digitally for applications that reach us on paper. As soon as you have applied via "BAföG Digital" you can also easily upload missing documents via the "BAföG Digital" app. It is generally not possible to send documents and attachments via e-mail.



We recommend: Apply online!

Follow the link to the digital application assistant: www.bafoeg-digital.de (German only)





BAföG via app?

Upload missing documents and check the processing status:

Apple: apps.apple.com/de/app/baf%C3%B6g-digital/ id6476621382



Android: play.google.com/store/apps/details?id=de. pks.bafoegdigital&pli=1



If the documents are complete, the processing time is about eight weeks. The follow-up application should also be submitted in time; preferably about three months before the end of your grant period (can be found on your BAföG notification) in order to avoid funding gaps. Usually, a granted request is valid for 12 months.

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!

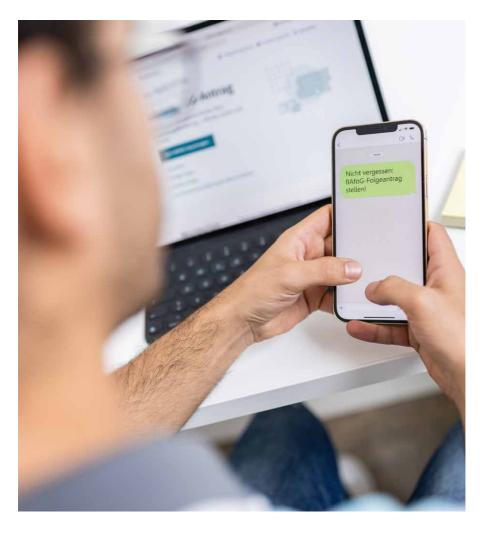
Have you reached the standard period of study and not yet completed your studies? Apply for a flexibility semester and you will receive funding for one additional semester. You do not need to provide reasons for the extension.

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



Studienstarthilfe

Young people 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 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 euros (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.



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 or unemployment payment. You can be exempted from paying the broadcasting fees (GEZ) if you receive BAföG payments as of €10.

Checklist for the BAföG application

Did you think of everything?

- Form 01 (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
- 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 firstdegree 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 at 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@bafoeg-brandenburg.de (Please always quote the funding number.)

On-site office hours:

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

Phone office hours of personal **BAföG** consultants:

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

counselling office:

Mon, Wed and Thu 9 a.m.-12 p.m. Phone 0331 3706 308

Phone office hours of the general BAföG

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/bafoeg-finances



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:

- **Register online** Required documents:
- · current certificate of enrollment
- · if applicable, work permit for international students

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.en/job-placement-service



Update your registration We always need your enrollment certificate for the current semester!

Unsubscribe 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.

平

Good to know

Those who receive BAföG can earn up to €556 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
- · Social security card
- · 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 labor 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 €12.82/h, starting January 2025: €13.90)
- · 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/iob-placement



Eating in our canteens



We cook for every taste - and at low prices.

In our seven canteens, dishes are prepared freshly every day. You can choose from at least three main courses - a varied vegetarian and vegan offer is always included. We select our ingredients in line with criteria such as sustainability, regional and healthy ingredients as well as fair trade.

Prices in our canteens (as of September 2025)

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	Students
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



Dinner at home?

Your canteen to go - in the Kaiser-Friedrich-Straße residence hall and at the Film University. Simply order and pay via the "Mensa +" app. Your meal will be ready for pickup at the vending machine the next day and just needs to be reheated.



What's on offer in the mensa today?

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

- · Kushari chickpeas, lentils and pasta rice with tomato sauce and fried onions
- · Zucchini pancakes with beetroot ketchup, bitter salad and apple vinaigrette
- · Planted Chick'n Burger in a sesame bun with gherkins, tomatoes, red onions and French fries
- · Wholegrain pasta with pumpkin, savoy cabbage, leek and herb pesto
- · Poultry fricassee with mushrooms, young peas and capers, served with long grain rice
- · Bean cake with gravy, boiled potatoes and coleslaw
- · Planted schnitzel with mushroom cream sauce, peas, and spaetzle
- · Lentil and walnut bolognese with wholegrain pasta and parsley
- · Boiled eggs in mustard sauce with boiled potatoes and carrot salad
- · Chickpea and coconut korma with almond rice
- · Vegan fish cakes made from vegetables and hemp on a Hokkaido potato stir-fry with pumpkin seed dip and spring onions
- · Königsberger meatballs with caper sauce, boiled potatoes, and beetroot salad
- · Brew Bites chunks in red curry coconut sauce with vegetables, edamame, and basmati rice
- · Mediterranean tortelloni with tomato and olive sugo and baby spinach
- · Grilled bratwurst with sauerkraut and parsley potatoes
- · Thai chili with black beans, sunflower mince, and tomatoes, served with wholegrain rice
- · Vegan shawarma with French fries and salad
- · No Chicken Zurich style with mushrooms and onions, served with colorful carrots and Ebly wheat with herbs
- · Potato and carrot casserole with breadcrumb crust and parsley pesto with sunflower seeds



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.

Never hungry, always happy!

Menü checken. Essen bewerten. News erhalten.

Check the menu. Rate your meal. Receive news.

> Studrierendenwerk West:Brandenburg

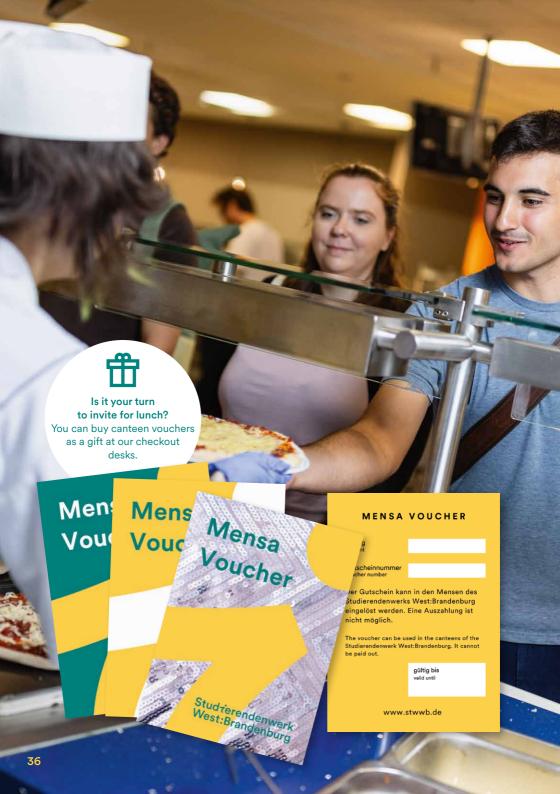
Mensa+

Mensa-App herunterladen!

Download the Mensa app!



Studterendenwerk West:Brandenburg



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 in several Mensa locations with our "Mensa Card".

On the menu: sustainability

Disposable packaging is a thing of the past in our canteens. For your lunch or the coffee to go, you can use Relevo's deposit-free reusable tableware. Just download the app and get started. You can also bring your own containers. We offer all cold drinks exclusively in more environmentally friendly glass bottles. Our vegan coffee stations are available to enjoy plant-based coffee with oat milk. Over 30% of our ingredients come from organic farming, much of it from the local region.





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. The offer is free of charge and anonymous, and can take place in both 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, dropout
- · Anxiety, depression, self-esteem issues
- · Partnership conflicts, burdensome family situations
- · Psychosomatics, 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 difficult financial emergency situation, you can apply for a one-time financial aid of max. €300 via the emergency fund of the social counselling service.

Our consultants listen to you!



Studierendenwerk West:Brandenburg

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

Social Counselling

soziales@stwwb.de | Phone 0331 3706-251 oder -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 campuses in Wildau and Brandenburg an der Havel.

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

Counselling by appointment only

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

Consultations are also possible online via videocall 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/psychotherapeuticcounselling





The dear little ones





Students with children face special challenges: Who will look after my child while I am in class? Which state benefits, such as parental or child benefits, 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

Claim benefits as a student with children



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, Wildau and Brandenburg an der Havel.

· 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.

· Daycare parents

Children can also be looked after by daycare parents at some university locations. Brandenburg an der Havel: Campus TH Brandenburg (Zanderstraße)

· Short-term childcare (KuKi)

Short-term childcare fills childcare gaps. Do you need to attend an evening lecture or are 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

Care Place Service Marlene-Dietrich-Allee 15 14482 Potsdam Phone 0331 70476-0 ontakt@die-kinderwelt.com. die-kinderwelt.com (German only)

Online registration for a daycare place: anmeldung.die-kinderwelt.com (German only)

Responsible for child daycare (daycare parents) in Brandenburg an der Havel is the city administration.



We lower barriers





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.



Barrier-free housing

We have barrier-free access at all three university locations: www.stwwb.de/en/housing/our-halls-of-residence





Studying with disability (German only)

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



University of Applied Sciences Potsdam

Representative for university members with impairments:

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 (German only)



Brandenburg University of Applied Sciences

Inclusion Officer:

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)





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.stwwb.de/en/international-culture/fag



The most international adress on campus: The International Office

Maybe you already were 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.



Universität Potsdam | International Office

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



Fachhochschule Potsdam | International Office

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



Filmuniversität Babelsberg KONRAD WOLF | International Office

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



Technische Hochschule Brandenburg | International Office

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



Technische Hochschule Wildau | International Office

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



Party until sunrise

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



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



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



· NIL StudentInnenkeller www.nilklub.net (German only)

Brandenburg a. d. Havel

 IQ Studentenkeller www.ia-studentenkeller.com (German only)



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



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 Potsdam University of Applied Sciences and Film University Babelsberg KONRAD WOLF) www.uni-potsdam.de/en/hochschulsport



 University of Applied Sciences Brandenburg 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 less than €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

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 University of Applied Sciences Brandenburg 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. https://astaup.de/rechtsberatung (German only)







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. A fraction of 80 € goes to us every semester! With the Studierendenwerk fee, we pay for a portion of our services that benefit all students:

- New construction of affordable housing for students
- · Renovation and modernization of our residence halls
- Freshly cooked, reasonably priced food in our canteens
- · 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 exmatriculation? Under certain conditions the Studierendenwerk fee can be reimbursed: www.stwwb.de/en/about-us/





Good to know

The Studierendenwerk fee also includes a 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!





Checklist for a successful start of 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 (free housing market, 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 master (or bachelor) 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: Notification on the 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 fees.

· 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

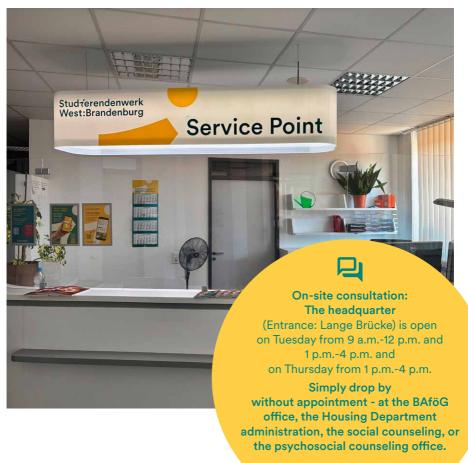
Babelsberger Straße 2, 14473 Potsdam

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.



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:

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

Job placement service

Babelsberger Straße 2, 14473 Potsdam

Phone 0331 3706 254

iobs@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

Counselling by appointment only

International Affairs

Babelsberger Straße 2, 14473 Potsdam

Phone 0331 3706 255

internationales@stwwb.de

By appointment only

Imprint

Published by

Studierendenwerk West:Brandenburg Babelsberger Straße 2 14473 Potsdam

Editing

Josephine Kujau

Layout

Henrike Ott, Visuelle Kommunikation

Image credits

DSW: Cover, p. 4, 8, 19, 20, 23, 28, 30, 31, 32, 36, 38, 41, 43, 45, 46, 48, 50,

53, 54, 56

Carola Hoffmann: p. 12

Martin Wolf: p. 12

Sandra Morgenstern: p. 12

S&P Sahlmann Planungsgesellschaft für Bauwesen mbH Potsdam: p. 12, 17

Reinhard & Sommer: p. 12, 18

Josephine Kujau: p. 60

Date

September 2025

Printed on 100 percent recycled paper

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