

**Studierendenwerk
West:Brandenburg**

Welcome to Potsdam!

Summer semester 2025



What we do at the Studierendenwerk

- *The Studierendenwerk provides the social framework for your studies*
- *We are responsible for more than 33.000 students in Potsdam, Brandenburg an der Havel & Wildau*



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What's the difference?

- *Studierendenwerk: social framework of student life*
- *University: academic related aspects of student life*



The social framework for your studies

- *Housing*
- *Counselling services*
- *Job placement service*
- *BAföG & Finances*
- *Mensa (canteens) and cafeterias*



Living in the residence hall

The Studierendenwerk Potsdam provides accommodation in 18 residence halls

- Demand for rooms in the residence halls is extremely high, yet we only have space for approximately 10% of all students.
- If you are interested, be sure to apply quickly and select multiple locations and room options. Please note that you can only apply for the next semester! The application period for the winter term 2025/26 is expected to begin in April.

<https://www.stwwb.de/en/housing/online-application-residences>




The rental contract

The monthly rent includes:

- Basic rent, heating costs, operational costs as well as electricity
- The room is furnished with a bed, a wardrobe, a shelf, a table and a chair

The monthly rent (average € 324) is due on the first day of the month, and the Studierendenwerk **must receive the payment by the third day of the month at the latest.**

Important: You cannot terminate your rental contract early. If you move out before the contract ends, you are still obligated to pay rent until the contract's conclusion.



You must pay rent during the whole rental period / until the semester ends (6 months)

Moving In

Room handover

Moving in: Handover Certificate

- Please inform the caretaker if you notice any existing damage.
- Sign the handover certificate provided by the caretaker after moving in.

Further important information

- GEZ (radio and television fees)
- Internet
- Registration at the city hall
- Certificate of enrollment (immatriculation certificate by semester start at the latest)
- Bedding-Set includes 1 pillow, 1 blanket, 1 bedsheet and bed linen

Current cost: 85€

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Moving Out

Returning your room

Is your tenancy agreement coming to an end and you're preparing to move out? **Make sure everything is clean and nothing is missing to ensure you get your deposit back:**

- 1. Preliminary inspection:** We will schedule an appointment with your caretaker and notify you 6 weeks before your rental contract expires.
- 2. Final inspection:** Schedule the date directly with the caretaker to hand over the keys and finalize the moving-out process.

The caretaker will document a protocol for both appointments and provide you with a copy of each.



House Rules and Emergencies

Main rules

- Cleanliness: Keep your room, kitchen, bathroom, and all shared spaces tidy. Remember to separate your rubbish and refrain from smoking in common areas!
- Noise: Please avoid loud noise between 1:00 and 3:00 PM, as well as between 10:00 PM and 6:00 AM.
- Rooms: If you are planning to drill holes, please consult the caretaker beforehand.
- No pets are allowed.

<https://www.stwwb.de/en/housing/downloads-residences>

In case of emergencies

- Police: ☎ 110
- Fire department & ambulance: ☎ 112
- In the event of a fire alarm, please exit the building immediately using the fastest route. The quickest way out is marked on the floor plans.

→ Use the stairs – not the elevator!



Residence Support

Residence worker and tutors

- Our Residence Worker is available to students in the residence halls for in-person advice and on-site support.
- He provides support on matters of positive community life, mediates conflicts, and seeks solutions to individual issues.
- The residence tutors are students living in the residence halls who support community life by organizing social activities and events.

<https://www.stwwb.de/en/housing/residence-support>



Counselling Services

When things don't run smoothly

Whether you are facing personal issues or have concerns about your studies, our social counselors and psychologist are here to listen and help you find solutions together.

- **Social counselling** (e.g. emergencies during your studies, studying when pregnant, information for international students, ...)
- **Psychosocial counselling** (e.g. anxiety & depression, procrastination, social isolation,...)



Finances

Balancing studies and work

Many students work alongside their studies. At the Studierendenwerk, we assist you with any job-related questions you may have:

- Which work models are suitable for me?
- Do I have to ensure myself?
- Are there any limitations for international students?

Additionally, we provide a job placement platform where you can register and search for suitable part-time positions:

jobvermittlung.studentenwerk-potsdam.de



Lunch time?

Mensa time!

We believe the Mensa should be a welcoming place for everyone. We are committed to offering a diverse, affordable, and high-quality menu that caters to the varied tastes and needs of our guests.

In our Mensa, you can expect:

- delicious food
- healthy and sustainable ingredients
- locally and internationally inspired meals
- a diverse and affordable menu



Never miss your favourite dish!

Visit our website and download the Mensa+ App to check out the current menu, get news and give feedback!



KonKaApps - KAMAsys GmbH

swp.konkaapps.de/kms-mt-link/9F16EB1766163AE1428AABFEF0CAE67



Any questions left?

Get in touch with us!

Studierendenwerk Headquarter

Babelsberger Straße 2, 14473 Potsdam
(inside Potsdam train station, Entrance: Lange Brücke)

Housing Department

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

Phone office hours: Mo and Thu 9-12 a.m.



Outside view of the Studierendenwerk headquarter



www.stwwb.de



@studierendenwerkwb



**Studierendenwerk
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Thank you!

