

Studying at the HFBK Hamburg, University of Fine Arts

Dear international student,

Welcome to the University of Fine Arts Hamburg.

We are providing this information because we wish to make the start of your studies at HFBK Hamburg easier, and to provide you with some useful facts about life in Hamburg.

The HFBK Hamburg system may be different to that of your home university: to a great extent, it encourages students to take the initiative and to engage in an independent artistic discourse – and, in fact, it demands that they do so. This may initially cause you some difficulties, especially at the start of your stay. Therefore, if you have any questions or problems please do not hesitate to ask us for support:

Dr. Andrea Klier
Room 143
Tel.: +49 40 428.989 – 207
email: andrea.klier@hfbk.hamburg.de

Gaby Grumke
Room 144a
Tel. +49 40 428.989 - 265
email internationaloffice@hfbk.hamburg.de
Consultation hours:

Tues. + Thur.: 10 – 12 + 13 – 14.30
Fri.: 10 – 12

If you have questions concerning your artistic work please contact your professor or his/her assistant student.

*** We wish you all the best for your time at HFBK Hamburg! ***

Kind regards,

Andrea Klier & Gaby Grumke

University History

The University of Fine Arts - Hochschule für bildende Künste (HFBK Hamburg) was established in 1767 by the Patriotische Gesellschaft (Patriotic Society) as a vocational school. In 1896, it became a state art vocational school, and subsequently became a state art school. The main building at Lerchenfeld, in Hamburg's Uhlenhorst district, was built by the architect Fritz Schumacher, beginning in 1911 and concluding in 1913. During the National Socialist period, the institution's name was changed to "the Hansische Hochschule für bildende Künste" (the Hanseatic University of Fine Arts). In 1945, after the Second World War, regular teaching was resumed under the name "Landeskunstschule" (or State Art School). In 1955, this was changed to "the Hochschule für Bildende Künste" (University of Fine Arts). Since 1970, the institution has enjoyed the status of an artistic/academic university. Two further University buildings can be found close to the main building at Lerchenfeld: the "Finkenau" building, where the film department facilities are located, and the "Wartenau" building, where the rooms of the foundation classes and the student administration are situated.

The curriculum and the workshops

The following courses are offered at the HFBK Hamburg: Bachelor of Fine Arts (degree qualification: Bachelor of Fine Arts) and Master of Fine Arts (degree qualification Master of Fine Arts), Bachelor of Education (Bachelor of Science) and conferral of the doctorate Dr. phil. in art.

Students are assigned to one of the specialist courses and to an individual class or university lecturer according to their artistic interests. As ERASMUS students, you will also be assigned to a class or university lecturer while you are studying at HFBK Hamburg. However, it is possible (and also desirable!) for all students to participate in an additional specialist courses. This transferability between specialist courses is an important part of the HFBK Hamburg's interdisciplinary course structure.

The Bachelor and Master of Visual Arts programs encompass the following specialist courses:

- Sculpture
- Stage Design
- Design
- Film
- Graphics/Typography/Photography
- Painting/Drawing
- Theory and History
- Time-based Media

The students at HFBK Hamburg are free to decide for themselves whether they combine different specialist courses or concentrate on a single one. This openness allows for a great degree of flexibility, and makes it possible to develop an individual artistic and/or scientific profile.

The HFBK Hamburg's various workshops include workshops for metal, plastic, wood, ceramics, porcelain, screen-printing, textiles and video work. The HFBK Hamburg also has a photo laboratory. In theory, all HFBK Hamburg students are granted access to the workshops upon consultation with the workshop leaders. However, students must have previously participated in an introductory course. You should sign up by adding your name to the workshop course lists that are displayed on walls at the earliest possible opportunity.

An overview of the curriculum and of the workshops can be found on the HFBK HAMBURG website: www.hfbk-hamburg.de/index.php?id=hfbk_vorlesungsverzeichnis

Enrolment and public transport

For ERASMUS students only: please contact the International Office about being issued with your enrolment or registration documents, which you will receive once you have paid your semester contribution. This is payable to the account: Deutsche Bundesbank, Sort Code 200 000 00, account no. 201 015 46. For transaction from an international account, you will need the following codes: BIC: MARKDEF1200 IBAN: DE 512 000 000 000 201 015 46. For the summer semester of 2016, the amount payable by ERASMUS students will be € 261.10 (incl. semester ticket). The semester ticket can be used on the entire HVV public transport net throughout the semester. You can use all metro lines and tram lines, buses and night bus services (with the exception of 1st class and "express buses"). The reduced-cost travel ticket is included in the semester contribution, plus a small administration fee.

International students receive their documents and semester ticket automatically from the students' administration office.

Semester dates

The HFBK Hamburg's academic year is divided into the winter semester and the summer semester. The compulsory period for lecture attendance in the winter semester starts on 1st October and finishes at the beginning of March. In the summer semester, it starts on 1st April and ends in the middle of July. During the compulsory period, the University is open around the clock. During the semester break, it is open from 7 am to 10 pm. You can also use the rooms and equipment at HFBK Hamburg when lectures are not taking place.

Library

The library is located on the second floor of the main building (Lerchenfeld). It is a reference library, which means that, as a rule, the books cannot be taken outside the library. In exceptional cases books can be borrowed over the weekend. Anyone who wants or needs to work intensively with specific literature over a longer period of time should contact the following Hamburg libraries to apply for a library pass:

Staats- und Universitätsbibliothek Hamburg ("Stabi"): <http://www.sub.uni-hamburg.de/>
Von-Melle-Park 2
20146 Hamburg

Hamburger Bücherhallen: <http://www.buecherhallen.de/>
Zentralbibliothek
Hühnerposten 1
10097 Hamburg

[my HFBK] Mailing List: <http://www.hfbk-hamburg.de/my-hfbk-mailing/>

If you enter your email address on the student mailing list [my HFBK], you will immediately begin receiving information relevant to students, including invitations to apply for scholarships and event announcements.

Whilst most emails will be sent in the German language, everything that is of relevance to international students will be translated into English.

Your email address will be stored and used for this purpose only!

Crisis and conflict situations

The following organizations exist to provide advice to students in Hamburg:

-the social and international advice centre – BeSI: see: <http://www.studierendenwerk-hamburg.de/studierendenwerk/de/sozialberatung/BeSI/>

- "Hopes" at the Universität Hamburg: see <http://www.uni-hamburg.de/campuscenter/beratung/studierende/psychologische-beratung/HOPES.html>

- the student Protestant Pastoral care line: 040-411 70 411, see <http://www.esg-hamburg.de/studentischetelefonseelsorge/>

Accommodation in Hamburg

Finding good-value accommodation in Hamburg can take up much more time than one might initially think. It is recommended that you find suitable accommodation as early as possible - and certainly before you actually arrive! - especially if your knowledge of German is not very extensive.

- The HFBK Hamburg has a number of rooms for ERASMUS students with the Studierendenwerk Hamburg, which is responsible for student halls of residence: <http://www.studierendenwerk-hamburg.de/application/index.php?mid=456&&sprache=english>. You have already been

contacted, and the application deadline for the regular student halls has expired for this semester. If you are interested in taking student accommodation, please register in time for the coming semester.

If you have already arrived in Hamburg, however, and are in urgent need of accommodation, you should try the following possibilities:

- Those of you who have not yet rented a room could contact the administrators of individual student halls of residence directly and ask to be given the use of a "guest room" until you find other accommodation. www.studierendenwerk-hamburg.de
- Look at private adverts. You can find these on the notice boards at HFBK Hamburg, but also in the "Uni" (Universität Hamburg). It is also recommended that you place your own advert. Important: The start of the week is the best time to look for accommodation (certainly you should not do your looking on a Friday, as everything is removed from the bulletin boards on Friday). There are, of course, a large number of rooms available on the internet - for example, at the following sites:
 - <http://www.wg-gesucht.de/wg-zimmer-in-Hamburg.55.0.0.0.html>
 - <http://www.studenten-wg.de/Hamburg.wg.html>
 - <http://www.campus-hamburg.de/anzeigen/wohnboerse.html>
- The University of Hamburg hosts a website offering rooms for international students. Once you have registered, you can also place an advertisement on this website yourself:
 - <http://www.campus-hamburg.de/wohnboerse/angebote.html>
- If you need accommodation upon your arrival, you can contact one of the hostels in Hamburg e.g.:
 - Hotel SchanzenStern: <http://www.schanzenstern.de/>
 - Backpackers Hostel: <http://www.backpackers-stpauli.de>
 - Superbude: <http://superbude.de/>
- ***In cases of emergency, please do not hesitate to contact the International Office***

Getting registered in Hamburg

Once you have found accommodation, you should register your residency as soon as possible. You can do this at the "Einwohnermeldeamt" (residency registration office) in the district office responsible for the area where you live. The right district office, and the opening hours for its residency registration office, can be viewed on the website: <http://fhh.hamburg.de/stadt/Aktuell/bezirke/start.html>.

In order to register at the residency registration office, you will need the following documents:

- your valid rental agreement
- your passport or personal identity card

Alternatively, you can make an appointment at the Hamburg Welcome Center, where you can also be registered (additionally, you can be issued with a certificate of freedom of movement and renew your residence permit at this center):

Hamburg Welcome Center: www.welcome.hamburg.de
Alter Wall 11
20457 Hamburg
Tel.: +49.40 428 28 0, info@welcome-center.hamburg.de

Once you have registered, you will receive a certificate of registration (the "Meldebestätigung"), which you should keep in a safe place. You will need this in order to:

- Renew your visa
- Open a bank account
- Use the libraries
- Finalize contracts (e.g. mobile phone contracts)

Health insurance

Health insurance is obligatory for students in Germany. Health insurance is a compulsory requirement for enrolment at HFBK Hamburg.

- **EU citizens:**

Citizens of EU countries can usually continue to be covered by their health insurance plan from their own home nation, as long as they have a European health insurance card. You will need a document from a German health insurance provider certifying that your non-German insurance plan is valid in Germany.

- **Non-EU citizens:**

Statutory health insurance: As a rule, it is more cost-effective to insure yourself with one of the statutory health insurance companies. For students insured with any of the statutory health insurance companies, the contributions are included in the family insurance up to 25 years of age. If the student is 25 or older it costs 77.90 €. There is hardly any difference in the services provided by the different statutory health insurance companies.

Addresses of selected statutory health insurance companies:

Allgemeine Ortskrankenkasse (AOK) www.aok.de
Barmer Ersatzkasse (BEK) www.barmer.de
Deutsche Angestellten Krankenkasse (DAK) www.dak.de
Hanseatische Krankenkasse (HEK) www.hek.de
Kaufmännische Krankenkasse (KKH) www.kkh.de
Techniker Krankenkasse (TK) www.tk-online.de
Betriebskrankenkasse Hamburg (BKK) www.bkk.de

Private health insurance: Some students are not entitled to statutory health insurance, and must insure themselves privately: for example, students who are over 30 years old or who have been university students for more than 14 semesters, and doctorate students. In order to find out which rules apply to

you, please make enquiries with health insurance companies. Private health insurance offers some very cost-effective tariffs - which, however, do not generally offer the same range of services as statutory insurance. Before you sign up for private health insurance, please enquire as to whether the health insurance offers the standard tariff according to § 315 SGB V (Social Security Code V). Only then can you be sure that your insurance can help you in all cases of emergency.

Addresses of selected private health insurance companies:

Allianz www.allianz.de

Barmenia www.barmenia.de

Debeka www.debeka.de

Hallesche Nationale Krankenversicherung www.krankenversichern.net

Hanse-Merkur www.hansemerkur.de

Victoria Union www.victoria.de

Anyone who is privately insured within their own country or within Germany and who is not yet 30 years old will need a statutory health insurance exemption certificate.

Bank account

It is very easy to open a bank account. You will need the following documents:

- passport or identity card
- certificate of registration ("Meldebestätigung")
- Student's identity card or enrolment proof (most banks offer accounts with no fees for students).

German courses

International and ERASMUS students can attend German language courses, for example offered by the Volkshochschule Hamburg in cooperation with the Universität Hamburg/ HafenCity University. Please retain your certificates of course attendance and your invoice – HFBK Hamburg might refund a part of the course fees if you can attest that you attended at least 80% of the course units or that you passed the final test. Information: <http://www.hfbk-hamburg.de/en/study/international/language-courses/>

Food

At the HFBK Hamburg Cafeteria, you can eat and drink at a reasonable price. The cafeteria offers a range of warm meals, including one vegetarian meal every day and different snacks. Opposite from the main entrance of the HFBK Hamburg, a market is held twice a week (Tuesdays and Fridays) where you can buy fresh food. Lots of other refectories can be found on the Hamburg University campus, near the Dammtor railway station.

Part-time work

If you need a part-time job – this also has the incidental benefit of giving you a chance to put your German knowledge to the test – adverts for part-time jobs for students can be found on the following website: <http://www.stellenwerk-hamburg.de/>

You can also contact the job agency (for students) at the employment agency:

Agentur für Arbeit Hamburg
Kurt-Schumacher-Allee 16
20097 Hamburg
mon-tues: 7 am – 9 am

Student discounts

Your status as a student makes you eligible for a range of discounts. Usually you just have to present your student identity card. Here is a small overview of the discount possibilities:

- newspaper subscriptions (newspaper and magazines are up to 50% cheaper)
- computers (price discounts when buying a computer, shopping vouchers, etc.)
- travel (rail travel and also air travel)
- cinema, theatre, opera, musical and concert tickets
- entrance to the Kunsthalle (Gallery of Art) is free of charge for HFBK Hamburg students

Art/Cinema/Theatre/Music

You can find information about Hamburg's cultural scene on the following websites:

Museums

<http://www.hamburg.de/ausstellung-hamburg/>

Galleries

www.galerien-in-hamburg.de

Event spaces

www.das-gaengeviertel.info/

www.frappant.org/

<http://www.hinterconti.de/blog/>

<http://galerie-genschler.com/>

<http://www.nachtspeicher23.de/>

<http://elektrohaus.net/>

<http://oelfrueh.org/>

Cinemas

www.kino-fahrplan.de/

Music

www.uebelundgefaehrlich.com/

www.fabrik.de/

www.hafenklang.de/

www.pudel.com/

<https://www.facebook.com/kraniche.zhuravli>

<http://golem.kr/>

Theatre, performance and dance

www.schauspielhaus.de

www.kampnagel.de

www.thalia-theater.de

<http://www.fleetstreet-hamburg.de/index.php/bewerbung.html>

Hamburg city magazines

www.hansundgabi.de

www.szene-hamburg.de