INTERNATIONAL OFFICE
LIFE SCIENCES
on campus in Bergedorf
CONSULTION HOURS

Mon 1-3 p.m.
Thurs 11.30 a.m.-1 p.m.
or arrange for a call in MSTeams
room 0.17a
LS-International@haw-hamburg.de
ATM

You find an ATM in the main hall of the building.

LOST PROPERTIES

You miss your purse or mobile phone or forgot your USB-Stick at the lab? Look up lost properties in the catalogue on EMIL https://emil.haw-hamburg.de/enrol/index.php?id=9383
The office managers keep lost properties in room S1.03 /elevator AS1, for about six weeks.

SNACK MACHINE

You fancy sugary snacks? Get soft drinks and sweets in room 0.55, groundfloor.

WATER DISPENSER

Make use of our water dispenser for free in room 0.55
Get a bottle for € 3,00 at the student representative offices in room 0.84a, 0.85 or 0.86.
**CAFE’/CAFETERIA**

Usually, the canteen serves lunch from Mon-Thurs 11.15 a.m. to 2.30 p.m. and Fri 11:15 a.m. to 2 p.m.. Snacks and beverages are available at the cafeteria until 6.00 p.m. On Friday the cafeteria closes at 5 p.m.. The daily menu can be found at a monitor in front of the canteen. Meals containing pork are marked with a pig's head; dishes containing alcohol can be identified by a little bottle beside the name. All meals can be paid in cash or with the HAW chip card. To use this service, you will have to load money unto your chip card. Next to the canteen, you find a machine where you can charge the card by paying with bank notes.

**HAW PROMOTIONAL ITEMS**

Hoodies, mugs, umbrellas, and more are for sale at the Cafe’ or in our online shop  
shop.haw-hamburg.de
LIBRARY CARD

The library card is integrated into your chip card but you have to activate it. Please fill in the membership application form which is available at the computers inside the library and on the following site: www.haw-hamburg.de/hibs/bibliotheksnutzung/bibliotheksausweis.html
Afterwards, please go to the information desk at the library and activate your card. You will have to bring the following documents with you:

- Chip Card, registration card (the confirmation you receive at the Hamburg Welcome Center - Meldebescheinigung)

For libraries' service hours on campus visit

www.haw-hamburg.de/en/study/libraries/opening-hours-and-locations/
### CHIPCARD/STUDENT ID

After your arrival in Hamburg, you have to change your preliminary semester ticket into a chip card. The preliminary ticket is only valid until the end of October (winter semester) / end of April (spring semester). The chip card has different functions: It is your international student identity card, your semester ticket, your library card and you can pay with it in the Mensa. You will receive your chip card here:

- **CAMPUS BERLINER TOR**
  Stiftstraße 69, room 0.77
  T +49.40.42875-9865

As a result of the Executive Board's decision to limit on-campus operations, the office is closed to the public until further notice.

- **CAMPUS BERGEDORF**
  Ulmenliet 20, room 0.09
  currently closed

CONTACT via mail:
chipkarte@haw-hamburg.de

### STUDENT REPRESENTATIVES (FACHSCHAFTSRAT)

Each Department at HAW Hamburg has got its own student representatives. This organization will help you with problems concerning your studies, professors, etc. The student representatives can also provide you with a choice of old exams which makes it easier for you to prepare yourself for your own tests. You find them in room 084.a – 0.86.

### LABORATORY COAT

You can borrow a lab coat at the IO Life Sciences, for the time of your stay at room 017.a or contact the student representatives in room 084.a – 0.86. You could also ask at your local Pharmacy (Apotheke) if they have old white coats they no longer need.
COMPUTER CENTRE / COMPUTER ROOMS

The computer centre is located in room N 2.10. Please go there if you have problems with the computers.

You can use nearly all computers at the HAW building by entering your username and password. The public computer rooms are N2.13, N2.14, N2.15, N2.18, N2.19 and N3.10. TAN numbers for exams registration are available in room N2.10.

- Opening hours during the semester
  Mon – Fri 8 a.m. – 9 p.m.
  Sat - only room N2.13 is available 9 a.m. – 4 p.m.
- Due to the current situation (pandemic), the public computer rooms are currently not available for free use. We hope that will change soon.

WLAN

If you have your own electronic device with you, there is free WLAN available in the whole HAW building on campus Bergedorf. You log in to EDUROAM by using your personal HAW code (the so-called “A-Kennung”, for example aas123) and password which you find on the second page of your semester documents. Please contact the computer center (Rechenzentrum) in Room N 2.10 if you have problems in using WLAN.

cat.haw-hamburg.de
**COPY-SHOP**

If you would like to make photocopies, please go to the Elbewerkstätten in room 0.41 or to room 0.55. They charge 5 cent per photocopy.
- **Opening hours during the semester**
  - Mon – Thur  8 a.m. – 12.30 p.m.
  - 1 p.m. – 3.30 p.m.
  - Fri  8 a.m. – 12.30 p.m.

**MyHAW**

MyHAW is the electronical information and organisation system of HAW Hamburg. You can download documents or check your marks, register for exams and find certificates in MyHAW.

www.haw-hamburg.de/myhaw.html

Please use the user name and password from your HAW Mailer to log in.

For further information see the Arrival Guide for International Guest Students.

ACADEMIC CALENDAR AND PUBLIC HOLIDAYS

See winter semester 2021/22
www.haw-hamburg.de/en/international/erasmus-study-abroad/academic-calendar/

TIME CHANGE / DAYLIGHT-SAVING TIME

31st of October 2021, at 3 a.m. MESZ, clocks are turned back for one hour. So it will then be 2 o'clock in the morning.
The Centre for University Sports – Hochschulsport Hamburg – organises a comprehensive sports programme. With the so-called “Sportscard” (approx. 50€ per Semester), you can do about 130 different sport courses and different kinds of team sport. Most of the courses take place in the “Turmweg” but there are also some offers on campus Berliner Tor, Stiftstraße 69 and on campus Bergedorf. For more information: www.hochschulsport-hamburg.de

Central University Sports Office on University of Hamburg campus
Turmweg 2 (Sportpark), 20148 Hamburg,
bus line 109 from Dammtor station or underground U1 to Hallerstraße
+ 49 40 428 38 – 72 00
consultation hours
Hotline 9 - 12 a.m. and 1 - 5 p.m.

University Sports Office at HAW Hamburg campus
Berliner Tor 13, 20099 Hamburg, entrance between Berliner Tor 5 (main building) and Berliner Tor 21
Trainstation Berliner Tor
underground U1 to Lohmühlenstraße
+ 49 40 428 75 98 10

consultation hours
Mon. – Fri. 8 a.m. – 10 p.m.
Sat 11 a.m. – 5 p.m.
Sun 1 p.m. – 7 p.m.
Please keep in mind:

The following rules are absolutely necessary to the use of public areas in buildings of the HAW Hamburg and outdoors.