



Checklist: upon your arrival

It is important that you take the following steps upon your arrival in Passau. We have put together an overview of the key points to consider. We would also be happy to offer further help.

Registration with the City of Passau

You need to register with the City of Passau within two weeks upon arrival, since it is compulsory in Germany to report your current place of residence to the local authorities.

Open a bank account

If you plan to stay in Passau for a longer period of time, the Welcome Centre recommends for you to open a bank account.

Health insurance

In case you did not apply for insurance prior to your departure and arrived in Germany without health insurance coverage, you need to apply for it as soon as possible, if you do not have an employment contract.

Employment contract

Depending on the purpose of your stay at the University of Passau (research or employment), you must sign your employment contract prior to starting work. Ask the Welcome Centre or the HR Department about the forms and documents you need to complete and submit.

Visa extension and residence permit application

Depending on your citizenship and your stay, you may need a residence permit for the purpose of employment or for the purpose of research.

CampusCard

Contact the Welcome Centre in order to get a CampusCard.