

## How to Register on the Mobility-Online Portal

Dear Mentees (new international students),

These are step-by-step instructions on how to register for the Study Buddy Program of the International Office at the University of Bonn.

In case of technical or general questions on the Study Buddy Program, please contact:  
[study-buddy@uni-bonn.de](mailto:study-buddy@uni-bonn.de)

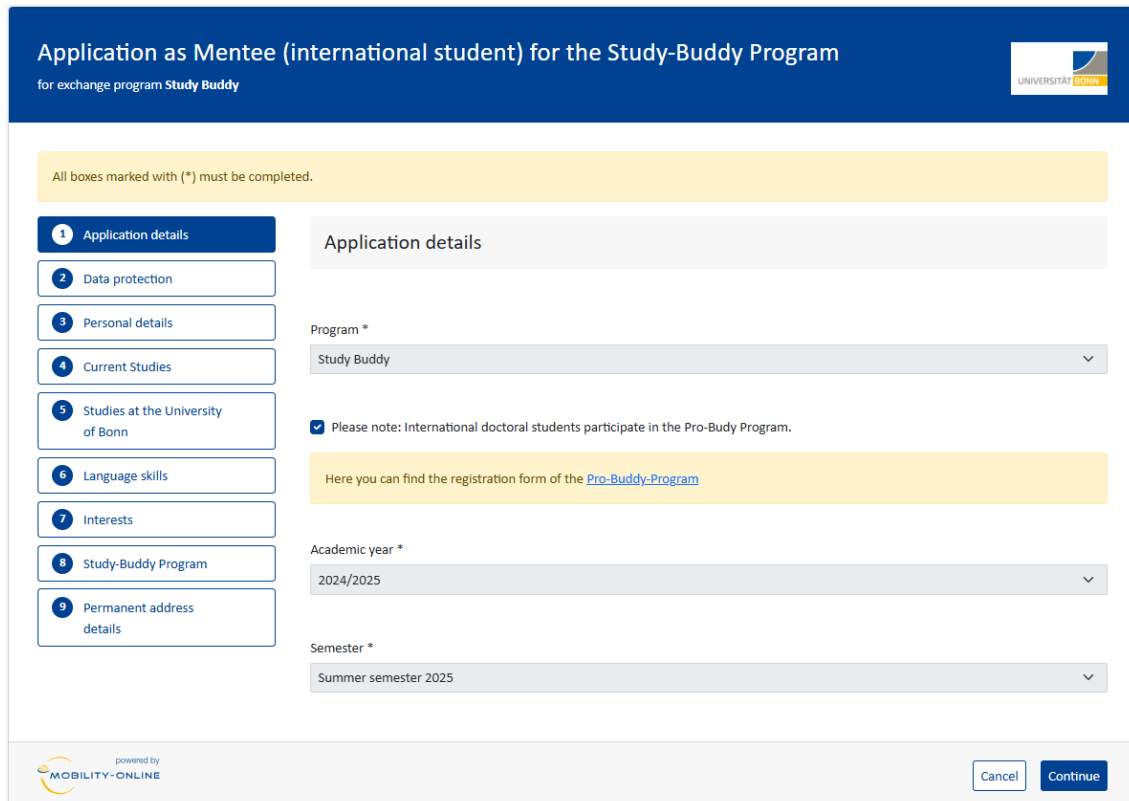
**If you have questions on how to register, please read these introductions first.** As the International Office processes a high number of registrations, **individual questions can only be answered if they are not addressed in the instructions.**

### Step 1: Go to the online form

- ✓ Open the online form:  
**German:** <https://mobility-international.uni-bonn.de/mobility/study-buddy-IN-DE>  
**English:** <https://mobility-international.uni-bonn.de/mobility/study-buddy-IN-EN>

### Step 2: Enter your information to register online


- ✓ After clicking the link, you will be directed to the **online form**:



- ✓ Please carefully complete the online form. The International Office will process your information as provided in the online form. **Please note the provided info in the form.**

- ✓ If you cannot submit your registration form, check for an error message at the top of the form.

**Application as Mentee (international student) for the Study-Buddy Program**  
for exchange program **Study Buddy**



All boxes marked with (\*) must be completed.

1 Application details ✓

2 Data protection ✓

3 **Personal details** ⓘ

4 Current Studies ⓘ

5 Studies at the University of Bonn ⓘ

6 Language skills ⓘ

7 Interests ✓

8 Study-Buddy Program ⓘ

9 Permanent address details ⓘ

### Personal details

If you already have a Mobility-Online account at the University of Bonn, please make sure that your personal details match the details from your previous application exactly, otherwise the assignment will not be possible.

Family name \*

  
The length should be between 1 and 50 characters.

First name \*

  
The length should be between 1 and 50 characters.

Date of birth (dd.mm.yyyy) \*

  
Please fill out this mandatory field.

Country of birth \*

  
Please fill out this mandatory field.

- ✓ Confirm your information on the last page by pressing **Send application**.

- ✓ You will receive the following notification:

**i Action successful!**

Thank you for your application! You will receive an email in a few minutes containing all necessary information regarding further steps.

**Close**

- ✓ After submitting your registration, you will receive an automatically generated confirmation email (subject: "Study Buddy Program: Welcome!", sent by [study-buddy@uni-bonn.de](mailto:study-buddy@uni-bonn.de)) to the address you have provided in the registration form. This email contains the **access link to your Mobility-Online account**:



## Welcome to the Study Buddy Program in Bonn!

Dear [REDACTED],

Thank you very much for your interest in the Study Buddy Program. You have successfully submitted the application form.

Now, there are a few more steps to take before you get started:

### Setting up your account

Your **first step** is to set up your **Mobility-Online** account.

Please follow the **registration link at the bottom** to sign up for your personal account.

Choose a username and password. **The password must consist of at least 8 characters and contain a minimum of one number and one capital letter.**

You will need both to log into your personal Mobility-Online account. Please keep your username and password safe for future access!

After the one-time registration, you will be able to access your Mobility-Online account with your chosen username and password.

### Your registration link:

[To register on Mobility-Online, please click on this link](#)

If your e-mail client does not show the link in the correct way please copy or enter the following address into the address bar of your browser:

[REDACTED]


- ✓ This **registration link is personalized** (via your registration number) and serves your initial registration, i.e. for setting your user name and password.

## Step 3: Set your login data to access the overview

- ✓ Click the **Mobility-Online registration link** in your **email**.
- ✓ Enter your **date of birth** in the format dd.mm.yyyy. The **registration code** has been entered automatically.

# Online registration for Mobility Online

for exchange program **Study Buddy**




Step 1 of 2

English

1 First you have to enter your registration code and your date of birth. If this site was executed via the link in the confirmation mail, the registration code should be filled out by the system.

Please confirm your entries and press the button **[Continue]**

Date of birth (dd.mm.yyyy)



Continue

✓ Now **choose your user name** and **password**:

# Online registration for Mobility Online

for exchange program **Study Buddy**



Step 2 of 2

1 Now you have to choose your user name and your password.

If the username already exists, please try another one.

Due to password security you have to enter the password twice.

Please confirm your entries and press the button **[Continue]**

Login

Password

Repeat password



Continue

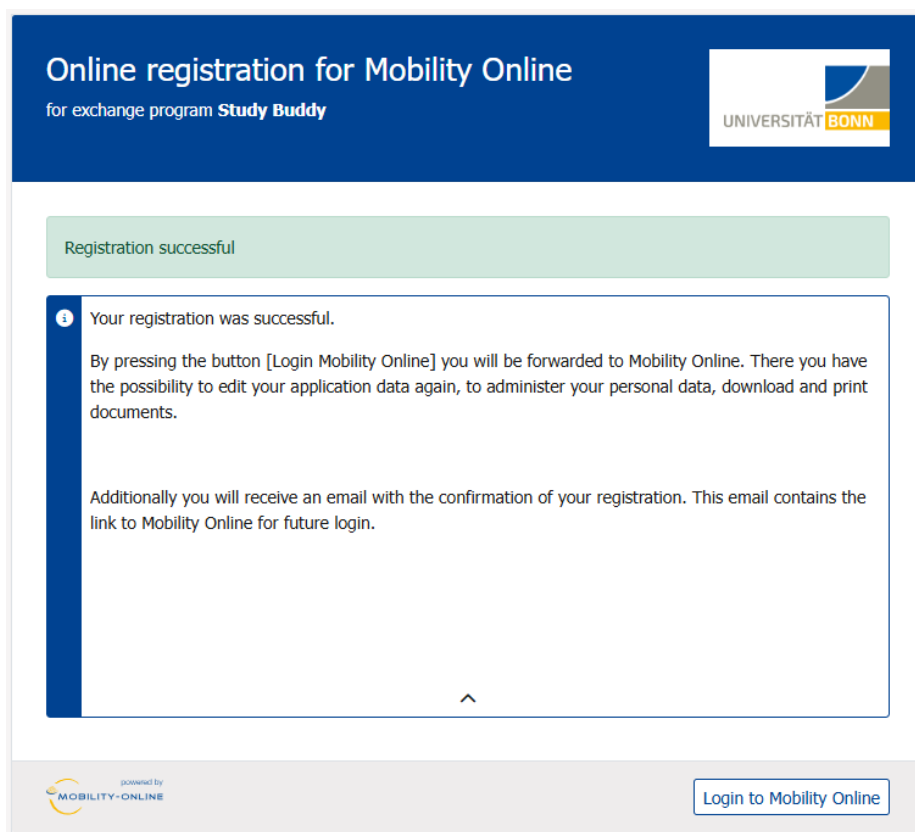
○ The **password** must consist of min. 8 characters and contain at least one number and at least one upper-case letter. Please do not use special characters.

○ If your user name is already taken or your password does not meet all requirements, you will receive an error message.

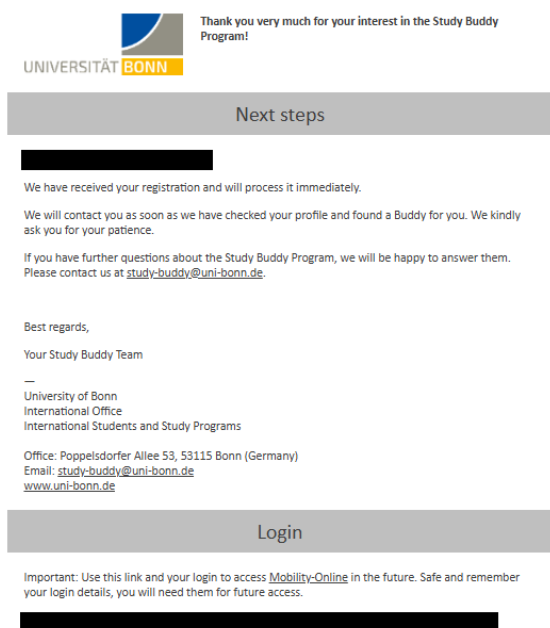
Password is equal to login. Please choose another password!

The password does not meet the requirements (at least 8 characters, at least one number, at least one upper case letter and no special characters)!

- ✓ Click [Continue](#) to submit your registration.
- ✓ Upon successful registration, the following box will appear:



- ✓ Click [Login to Mobility Online](#) to be directed to your **application overview**. Here, you can view the individual steps of your application and whether they have been completed.



- ✓ With your registration, you will receive **another confirmation email** with an access link for future logins.

- ✓ This **successfully completes your registration for the Study Buddy Program**. Once your registration is completed, all steps will be checked green in the Mobility-Online portal. Printing the online registration PDF file is not necessary.

## Step 4: Access Buddy contact information

- ✓ Once the Study Buddy team has successfully matched you with a Buddy, you will be notified via email and provided access to the **contact information of your Buddy, which you can download as a PDF file in your Mobility-Online workflow.**

Applicant details		
Family name TestMentee	Field of study Political Sciences and Sociology - POLUTO	
First name Mentee	Country of host institution Germany	
Date of birth (dd.mm.yyyy) 01.01.2005	Host institution D BONNO1 - University of Bonn	
Country of home institution International	Date of arrival in Bonn 01.04.2025	
Home institution NN - No home university		

Show application work-flow		Open/Close all
Application and selection		1 / 4
<input checked="" type="checkbox"/> Online Application	20.05.2025	<a href="#">Display/edit</a>
<input type="checkbox"/> Information on your Buddy		<a href="#">Download</a>
<input type="checkbox"/> FAQ's		<a href="#">Download</a>
<input type="checkbox"/> Factsheet		<a href="#">Download</a>
During the semester		0 / 1
<input type="checkbox"/> Introduction (pdf-file)		<a href="#">Download</a>

## Step 5: Fill in Feedback questionnaire and download certificate of attendance

- ✓ At the end of each semester we will ask you to fill out the **feedback questionnaire** on Mobility-Online, you will be notified via email.

Applicant details		
Family name Test	Field of study Molecular Cell Biology (and Biotechnology) M.Sc. - BIOTEM	
First name Bud	Country of host institution Germany	
Date of birth (dd.mm.yyyy) 01.04.1997	Host institution D BONNO1 - University of Bonn	
Country of home institution India	Date of arrival in Bonn 03.04.2025	
Home institution -1192729357 - University of Delhi, India		

Show application work-flow		Open/Close all
+ Application and selection		5 / 5
+ During the semester		1 / 1
- After the semester		0 / 1
<input type="checkbox"/> Feedback questionnaire		<a href="#">Complete</a>

✓ Only after you have filled in the feedback form, you can download your **certificate of attendance**.

Applicant details		
Family name	TestMentee	
Field of study	Political Sciences and Sociology - POLITO	
First name	Mentee	
Country of host institution	Germany	
Date of birth (dd.mm.yyyy)	01.01.2005	
Host institution	D BONN01 - University of Bonn	
Country of home institution	International	
Date of arrival in Bonn	01.04.2025	
Home institution	NN - No home university	

Show application work-flow		Open/Close all
+ Application and selection		4 / 4
+ During the semester		1 / 1
- After the semester		1 / 3
✓ Feedback questionnaire	20.05.2025, Mentee TestMentee	Complete
<input type="checkbox"/> Certificate of Attendance (German)		Download
<input type="checkbox"/> Certificate of Attendance (English)		Download

If you want to view your information after having registered...

...use this link to log in. Enter your chosen login data to view your information:

[mobility-international.uni-bonn.de/mobility/login](https://mobility-international.uni-bonn.de/mobility/login)

Login Information	
Login	English
Login	
Password	

**LOGIN** für Angehörige (Studierende, Lehrende, Mitarbeiter\*innen) der Universität Bonn, die sich bereits im Online-Portal registriert haben. Bitte melden Sie sich direkt mit Ihrer Uni-ID und dem dazugehörigen Passwort im Mobility Online-Portal an.

**LOGIN** for members of the University of Bonn (students, teachers, staff), who are already registered in the online portal. Please log into the Mobility Online-Portal with your Uni-ID and your corresponding password.

Weiterführende Informationen und Anleitung für die Registrierung im Online-Portal:  
Further information and guides for registration

Erasmus-Auslandsstudium (Europa, Outgoings)	<a href="https://www.uni-bonn.de/erasmus-studium">www.uni-bonn.de/erasmus-studium</a>
Erasmus-Auslandsstudium (Europa, Incomings)	<a href="https://www.uni-bonn.de/erasmus-europe-in">www.uni-bonn.de/erasmus-europe-in</a>
Erasmus-Auslandspraktikum (Europa, Outgoings)	<a href="https://www.uni-bonn.de/erasmus-praktikum">www.uni-bonn.de/erasmus-praktikum</a>
Erasmus-Auslandspraktikum (Europa, Incomings)	<a href="https://www.uni-bonn.de/erasmus-internship-in">www.uni-bonn.de/erasmus-internship-in</a>
Erasmus-Auslandsstudium (weltweit, Outgoings)	<a href="https://www.uni-bonn.de/erasmus-weltweit">www.uni-bonn.de/erasmus-weltweit</a>
Erasmus-Auslandsstudium (weltweit, Incomings)	<a href="https://www.uni-bonn.de/erasmus-worldwide-in">www.uni-bonn.de/erasmus-worldwide-in</a>
Erasmus-Dozentenmobilität	<a href="https://confluence.uni-bonn.de">Confluence</a> Uni Bonn
Erasmus-Personalmobilität	<a href="https://confluence.uni-bonn.de">Confluence</a> Uni Bonn
Global Exchange Program (Outgoings)	<a href="https://www.uni-bonn.de/globalexchange-out">www.uni-bonn.de/globalexchange-out</a>
Global Exchange Program (Incomings)	<a href="https://www.uni-bonn.de/globalexchange-in">www.uni-bonn.de/globalexchange-in</a>
PROMOS	<a href="https://www.uni-bonn.de/promos">www.uni-bonn.de/promos</a>
Study-Buddy Programm	<a href="https://www.uni-bonn.de/studybuddy">www.uni-bonn.de/studybuddy</a>

powered by MOBILITY-ONLINE

Forgot your password? Login