Frequently Asked Questions about living in a “Studierendenwerk” dormitory

Leaflet for Erasmus Students

1. Applying for a room in a “Studierendenwerk” dormitory
   - When do I apply for a room?
     You can apply anytime. Since rooms are allocated on a first-come, first-served basis, we advise you to apply for your room as soon as possible. You are only permitted to apply once. Doubled applications will be cancelled and not considered. If you wish to make changes to your application, please inform the Studierendenwerk by email (heinz@studierendenwerk-bonn.de).

   - How do I apply?
     You can apply through the Online-Application Form.

     IMPORTANT: As the application is not always simple to understand, please follow our instructions! You can find them here.

   - How and when will I be told if I have been allocated a room?
     If the Studierendenwerk is able to offer you a room for your preferred move-in date, you will be informed by email approximately 3-4 weeks in advance. It is therefore important that you provide the correct email address in your application.

   - What happens if my application is unsuccessful?
     The Studierendenwerk does not send explicit “letters of refusal”. They will send an email to you once in a month. If you are still interested in renting a room, then you are requested to click on the accompanying link and confirm that you want to remain on the waiting list. If you fail to do so, your application will automatically be removed from the running application process (see our Instructions for the online application). Studierendenwerk does not answer any status requests concerning your application!

   - Is there an age limit?
     No.
2. **Contract and moving in**

- **When do I sign my contract?**

  A proposition/contract for a dormitory room will be sent to you via email. The enclosed contract must be signed and sent back by post. Please check the term of the lease stated in the contract (see below).

- **Length of the contract**

  You need to indicate the “desired term of lease” in the online application (see our Instructions for the online application).

  **IMPORTANT:** Please check and correct the term of lease in the contract, if necessary, before signing it and sending it back. The regular termination period is three months, effective at the end of the semester (March 31st/ September 30th).

- **Moving in**

  You can only move in, once you have signed and sent your contract to the Studierendenwerk. The property manager has to be present and hand you the key in person. They are generally available during the day, until 4 p.m. Therefore, you should avoid arriving in the evening or on weekends.

  If you have any questions about how to contact your property manager, you should get in touch with your exchange student tutor (see the next section for more details).

- **Contacting your exchange student tutor (Ausländertutor)**

  Every dormitory has exchange student tutors (Ausländertutoren). They are fellow students who take care of international students on a voluntary basis.

  You exchange student tutor is your first point of contact for moving in, living in and moving out of the Studierendenwerk dormitories. Please note that you need to contact your exchange student tutor 2-3 weeks before your arrival.

  You will receive a list of all exchange student tutors from the International Office prior to your arrival.

3. **Moving out**

  Moving out usually takes place on the last business day of your stay (Monday – Friday). Please make an appointment with your property manager on one of the last business days of your stay so that he can inspect your room and take your keys. If you do not make this appointment, you can be charged a sizeable fee!
4. **Rental conditions**

- **How do I pay my rent?**

When signing the contract, you are generally required to fill out a direct deposit form. Your rental payment will then be automatically withdrawn from your account each month. You can request that the amount be withdrawn from a foreign bank account each month but it might then be subject to foreign transfer fees. Therefore, we recommend that you open a German bank account. Information on how to open a German bank account can be found [here](#).

- **How much is the deposit?**

Before signing your contract you are required to pay a deposit. This is always 2 times the monthly rent. There is no interest paid on this deposit (according to § 551, Abs. 3 BGB).

- **When and how do I get my deposit back?**

Once you have moved out of your room and handed back your keys (see also Moving In/Out), your deposit will be transferred back into your bank account within 8 weeks after the end of your contract. Alternatively, you can collect the deposit in cash from the Studierendenwerk during their office hours. Any additional costs, such as those arising from damage to the room or bank fees, will be taken from the deposit. There is no interest paid on the deposit (according to § 551, Abs. 3 BGB).

- **What kind of notice must I give to terminate my lease?**

If you wish to cancel your lease before the end date indicated in the contract, you will need to hand in a writing, **three months before your moving out day** (as noted in the contract), effective at the end of the semester (March 31st/September 30th).

- **What is the standard price of a rental contract?**


- **Are utility costs included in the rent?**

The rent is **all-inclusive**: utility costs, such as electricity, gas, water, refuse collection, internet etc. are included. There is no utility bill at the end of the year. Due to public subsidy, the rent prices are generally lower than the current market price.

- **Is it possible to change dormitories?**

**You are not allowed to switch rooms.** If you want to move in in another dormitory or room, you will need to cancel your current contract and not be a tenant of the Studierendenwerk in the following month, after that time you may apply again for another dormitory/room. Please be aware that your new application will **not** have preferential status.
Am I allowed to sublet my room?

Subletting is not permitted. **Please note that this would be grounds for termination of the contract.**

5. Furnishings

How are the single rooms furnished?

The rooms are generally furnished with a bed (including a mattress), wardrobe, desk, chair and a set of shelves. Erasmus students also get a pillow and a duvet. However, you must bring or purchase your own bed linen and towels.

**New dormitories Drususstraße and Tannenbusch I:** The rooms in these dormitories are rented without a mattress, duvet or pillow; there is also no shower curtain in the bathrooms. However, you can buy a mattress and a shower curtain from Studierendenwerk. You will receive a respective offer/purchase agreement along with your rental contract. Once purchased, you will receive this equipment from your property manager after moving in. If you decide against this offer, you will need to take care of the purchase and transport of this equipment yourself. We advise you to bring a sleeping bag for the first days and buy a pillow and duvet after your arrival.

Basic Equipment Offer – The Dorm Basic Set

Studierendenwerk offers a set of basic equipment set for the dormitory to international students. It costs € 60, inside the set are: blanket, pillow, bed linen, towel, LAN cable, kitchen equipment etc. Students will receive an information flyer with their contract. The set needs to be ordered beforehand (please note the indicated deadline) and needs to be paid after your arrival. You can find more information here.

Questions? Please turn to: internationals@studierendenwerk-bonn.de

Does the rent include internet access?

All of our dorms have high-speed internet access included in the rent. Note that internet access is not via wifi (WLAN) but via Ethernet. Please bring an Ethernet/network cable with you (it is also included in the Dorm Basic Set, see above). Please note that there is a public Internet, Radio & TV-license fee in Germany that is not included in the rent. If you receive a letter from the “Beitragsservice”, please check this link.

Do the dorms have washers and dryers?

There is a washer and a dryer in every dormitory. These can be used with your Mensa Card. These cards can be purchased upon presentation of your Student ID and payment of a deposit of 5,10 € at any university cafeteria or at the info point at Nassestrasse 11, 53113 Bonn.
6. **Types of rooms**

- **Single Room**
  
  You have your own room. However, you share a bathroom and kitchen with other students.

- **Apartment**
  
  You have your own bedroom with en-suite bathroom as well as a small kitchenette.

- **Semi-Apartment**
  
  You have your own room with en-suite bathroom. However, you share a kitchen with other students.

- **Double Room**
  
  You have your own room and share a bathroom with one other student. However, your kitchen is shared with more students.

- **Double Apartment**
  
  You have your own room and share your bathroom and kitchen with just one other student.

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**Contacts at the Accommodation Department/ “Studierendenwerk”**

Nassestraße 11  
D-53113 Bonn  
www.Studierendenwerk-bonn.de/wohnen/

**Office Hours:**  
Monday, Tuesday and Thursday  
9am – 12pm  
Thursday  
2pm – 4pm

heinz@studierendenwerk-bonn.de

**Coordinator for international students (after move-in)**

Miss Yi Dost  
Lennéstraße 24  
53113 Bonn  

**Office hours:** Monday and Thursday  
11 a.m. – 13:30 p.m.

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