get started 2019/20

1. Institutions and Services
2. Finance
3. Student Commitments
4. Eberswalde and Surrounding
5. Event Dates and Guide
Dear Student,

Welcome to Eberswalde University for Sustainable Development (HNEE); I am delighted that you have chosen to study here. With currently approximately 2,100 students, 58 professors and 329 employees, the HNEE is characterised by a family-like atmosphere and little bureaucracy. Open-mindedness and tolerance are the guiding principles that are anchored in our university mission statement.

On your enrolment in one of the four faculties at our university, you will be starting a new stage of your life and embracing new personal challenges. You have chosen a university that is serious about sustainable development. We warmly invite you to actively support and contribute to the ongoing process of sustainable development at HNEE through participation in various committees. In the coming years, you will spend a lot of time here, you will gain many new impressions and, as we especially hope, you will initiate many new impulses for sustainable development.

Our two campuses and the forest-botanical garden are located in the heart of a beautiful natural landscape. In addition, the town of Eberswalde also offers a cultural programme and the surrounding area is a distinctive lake and forest environment.

The freshers’ brochure »Get started« should help you with orientation during your first weeks at HNEE so that you find your way around more quickly and easily. It guides you through our small university jungle and provides valuable suggestions, tips, hints, addresses and contacts at the university.

Wishing you a good start to your studies!

Your President

Prof. Wilhelm-Günther Vahrson
INSTITUTIONS AND SERVICES
Our Service

Student Support Service Department

The Student Support Service is the central office for student information, registration and important deadlines. Student applications are checked and approved here. It also organizes enrolment of German and foreign students and renewals of registrations. The Examination Office is part of the Student Service.

Location: City Campus, Building 5, Ground Floor
Contact: studieren@hnee.de | +49 3334 657-134 |
→ hnee.de/studierendenservice
Office Hours: Mon.–Thur. 11:30 a.m.–12:30 m., during lecture period additionally 1:30 p.m.–3 p.m.

Enrolment

You applied for one of the HNEE degree programmes and you have been admitted by the Student Support Service. However, you are not officially a student yet. The certificate of enrolment and the Green Card (your Student ID) are evidence of your student status. Students are usually enrolled by post before arriving in Eberswalde. If you did not submit all documents for enrolment, you must go to the Student Support Service (Building 5, City Campus) as soon as you arrive in Eberswalde. They will give you your confirmation of enrolment and your Green Card. In order to enrol, please bring along the following documents: letter of admission at Eberswalde University, valid passport with valid visa or residence permit (for non-EU students), one passport photo, proof of health insurance. You must remember to re-register each semester and pay your semester fees. Further information will be provided by e-mail (Student Support Service).

International Office

The International Office is responsible for international relationships with universities abroad and coordinating student exchange programmes for all faculties. It can provide you with information on international internships, semesters abroad and applications for scholarships and other financial aid (e.g. DAAD, Erasmus).

Location: City Campus, Building 5, Ground Floor
Contact: international.office@hnee.de | +49 3334 657-137 |
→ hnee.de/internationaloffice

Buddy Programme and Welcome Centre

In order to make your arrival at Eberswalde as smooth as possible, and to help you cope with applications, translations, forms and bureaucracy, the Welcome Centre at Eberswalde University has initiated a Buddy Programme which is free of charge. German and English-speaking students at Eberswalde University are available to support you as Buddies. They can accompany you to offices and help overcome other bureaucratic hurdles. He or she can show you around the area (campus, city, halls of residence …) and help you integrate into student life. The Buddy Programme offers an excellent opportunity to learn more about German culture and German traditions. The Welcome Centre is part of the Student Support Service department & International Office and organizes a number of welcome events for international students. If you would like to stay informed about our current events, please sign up to our facebook group »International Students HNEE«.

Location: City Campus, Building 5, Ground Floor
Contact: welcome@hnee.de | +49 3334 657-180 |
→ hnee.de/incomings | Facebook: international.students.hnee
Health Insurance

Anyone wanting to study in Germany needs health insurance — without this you won’t be able to enrol in a German university and at Eberswalde University. Some students will be able to use their health insurance from their home country; others do not have access to their local health insurance and will need to obtain insurance in Germany. There are several options of health insurance conditions you can apply for during your studies in Germany. More information about health insurance can be found on the website of the German Academic Exchange Service (DAAD): www.daad.de. The Welcome Centre of the Students’ Support Service Department also provides assistance in organizing health insurance.

Local Registration Office and Welcome Money

Within two weeks after moving to Eberswalde you have to register with the registration office (Einwohnermeldeamt or Bürgeramt). The registration or change of address notification with the registration office is mandatory for everyone who moves into an apartment or moves apartment within Germany. The registration office of Eberswalde is located close to the City Campus, across the market place and in the City Hall (Rathaus). There you will get a confirmation of residency (Meldebescheinigung) which you need e.g. for applying for a student residence permit or to open a bank account. There is no charge for registration. Please do not forget to take the following documents with you to the registration:
• Passport/Identity Card
• Rental contract
Please note that at the end of your programme when leaving Eberswalde, you have to de-register at this office. To help you get started in your new life as a student, the City of Eberswalde offers a welcome gift of €80 for the first semester and €50 for each following semester for the duration of your course (maximum ten semesters). You only have to

Applying for a Residency Permit at the Foreigners’ Office

International students who do not come from the European Union, the European Economic Area or from Switzerland require a residency permit for study purposes. This must be applied for after registering at the city of Eberswalde at the Foreigners’ Office (Ausländerbehörde). This Office can be found in Building E of the District Administration (Kreisverwaltung, car park Goethestraße at the corner of Pfeilstraße). We recommend making an appointment by telephone!

Bring the following documents:
• Certificate of registration from the residents’ registration office (Einwohnermeldeamt)
• Passport photograph
• Admissions certificate or HNEE student registration certificate
• Evidence of health insurance
• Evidence of financial support and/or evidence of a stipend or grant
• Confirmation of HNEE regarding standard period of study

If you need help, please contact the Welcome Centre in the Student Support Service Department!

Contact: Local Foreigners’ Office | Paul-Wunderlich-Haus | Am Markt 1 | +49 3334 2141426 | auslaenderbehoerde@kvbornim.de
Opening hours: Tue. 8 a.m.–6 p.m. | and on appointment
Accommodation and GEZ

There are a number of accommodation options in Eberswalde. Be it in halls of residence, which are operated by the Studentenwerk Frankfurt/Oder (student service organization), in student flat-sharing, or in your own flat which is managed by a housing association. When making a decision, it is also important to consider whether you would rather live in the city centre or more on the outskirts close to the edge of the forest. The cost for rent lies between approx. €150 to €300 per month, depending on size, location, and furnishing of the room or flat. You can find information online.

- Halls of Residence: → studentenwerk-frankfurt.de
- Flat-sharing Ads: → hnee.de/kleinanzeigen further »Wohnungsanzeigen« → wg-gesucht.de

Once you are registered in Germany, you will be obliged to pay for a TV license (GEZ-Gebühr). You will receive a letter after a few months following registration asking you to pay this fee. You should observe this request immediately and not wait for reminders. You can get further information at www.rundfunkbeitrag.de. In case of difficulties, please contact the Welcome Centre at the Student Support Service Department (welcome@hnee.de).

Registration in Student Apartments for Internet:
Telta Citynetz | +49 3334 277-500 | info@telta.de | → telta.de

Greencard

With your Eberswalde Green Card — your student ID card, you can access the university computer pools at the City Campus outside opening hours, and you can use printers and copy machines. The Green Card is also your semester ticket and is thus valid for travel with all 40 transport companies on the entire network of the transport system Verkehrsverbund Berlin-Brandenburg (VBB).

PLEASE NOTE: Your Green Card must be revalidated each semester — you will find the automats for this at the City Campus in Building 5, first floor (near the ITSZ) and at the Forest of the Faculty of Forest and Environment Campus in Building 11 (Entrance hall of the Faculty of Forest and Environment).

→ hnee.de/greencard

Language Centre

In our interconnected, globalized world, strong language skills are a must — whether for work, study or play. The University’s Language Centre offers an exciting range of fun and practical language courses at different levels to help you succeed wherever you want to go. If you want to improve your German language skills, check out our German courses. Need more information about language learning at HNEE? Have a look at our website.

We look forward to meeting you.

→ hnee.de/language-centre

IT Service Centre

The IT Service Centre (ITSZ) is there to provide support if you need help with one of the university’s printers, if something is wrong with your e-mail accounts, or if you can’t login to the campus WLAN. In addition, the ITSZ is the point of contact for different software licences and technology loans. You can find more information on the website. Of course, the ITSZ can be reached by mail at any time, but you can also make a personal appointment — it costs nothing to ask.

Location: City Campus, Building 5, First Floor, Rooms 102–105
Contact: itsz@hnee.de | +49 3334 657-272 | → hnee.de/itsz
Sustainability Management

If you have the term Sustainability in your title, you also have to stand behind it as an organization. Sustainability does not just have a place in our teaching and research, but is also practiced at the university and in the social interaction between employees and students. Our sustainability officer is the point of contact if you wish to become involved in the sustainable development of our university. Thus, we have been validated since 2009 for our exemplary environmental management in accordance with the European environmental seal EMAS. We even received the EMAS Award in the category »small organizations in public administration« by the EU Commission in 2010 and 2017; the first German university to receive the award — a huge success! Since 2014, we have disclosed the way in which we develop sustainably as a university in the report on sustainable development. This report combines the former university, teaching and research report as well as our environmental declaration. We now present this in one integrated document every two years, and follow our sustainability principles. The principles of sustainable development were initiated and formulated by the Round Table on Sustainability HNEE Development — a cross-university, self-organized initiative, which works closely with the university committees — and adopted by the Senate. We would like to act as a role model and also further develop our experience and knowledge with partners, and convey these externally. Since 1 March 2018 the compensation project is a Gold Standard certified climate protection project. Committed to the goal of being a climate-friendly university, we have been carbon-neutral since 2014! In October 2014, we signed a cooperation agreement with Ivakale e.V. (which was, incidentally, founded by HNEE alumni) to compensate for unavoidable carbon dioxide emissions in a clay stove project in Kenya. The project is closely integrated into teaching and research at HNEE. Sustainability management thrives on new ideas and constructive improvement suggestions. So if you would like to become involved in environmental-friendlier modes of transport, a more sustainable cafeteria catering, or a climate-friendly university just come along to the next Round Table! This takes place once or twice per semester. The dates are published online on the HNEE Info page.

You are very welcome to take part and to get actively involved in the process!

Contact: kerstin.kraeusche@hnee.de | +49 3334 657-228 | → hnee.de/nachhaltig
Our university would like to support students with children and students who care for a relative in finding a good balance between their studies, work and private life. For this reason, the coordination office Family-friendly University was launched in 2007, which offers individual advice to students at HNEE who have family obligations. It also works closely with the student services organisation Frankfurt/Oder, which is responsible for the social affairs of students. With regard to optimized childcare, the HNEE co-operates with childminders in Eberswalde and the city of Eberswalde itself. This has led to the nature-educational approach of the city-run childcare centre »Sputnik« and the establishment of a branch childcare centre at the Forest Campus. The HNEE is also investing in the development of family-friendly structures. Thus, there are well-equipped parent/child rooms at the Forest and City campuses, with changing and breast-feeding rooms, play and relaxation areas, and further changing rooms in many WC anterooms. In addition, there are loanable laptops, a parent workspace in the library, and play areas in the cafeteria for a relaxed lunchtime. The parties at the Family-friendly University are popular. The Christmas party in the auditorium, the family brunch in the Forest-Botanical Gardens and the welcome meeting for HNEE parents all take place regularly. Information on the events, grants for studying parents, new regulations or family-friendly university programmes can be found on the HNEE website at www.hnee.de/familie and in the newsletters of the HNEE parent network, which you can register for by e-mail.

If you have questions or suggestions, or if you require support or advice, please contact the:

Family-friendly University: Ms. Vera Clauder
Contact: familie@hnee.de | Tel.: +49 3334 657-143 | → hnee.de/familie

The Family-friendly University cooperates closely with the Office of Equal Opportunities and Diversity, which is represented by Dörte Beyer and Anne-Christin Hirsch. The office serves as anti-discrimination/anti-racism helpdesk at our university and manages the Diversity Project at the HNEE. The office’s purpose is the cutback of barriers and disadvantages and thus increasing equal chances for students.

In cases of racial discrimination, intercultural conflicts or other discriminations they give direct support: confidentially, individually and without red tape. Look out for information events and empowerment trainings, too!

Officer of Equal Opportunities, Anti-Discrimination and Diversity: Ms. Dörte Beyer
Contact: doerte.beyer@hnee.de | anti-discrimination@hnee.de | Tel.: +49 3334 657-106 | → hnee.de/diversity

Coordination Anti-Discrimination / Anti-Racism Work: Ms. Anne-Christin Hirsch
Contact: anne-christin.hirsch@hnee.de | anti-discrimination@hnee.de | +49 3334 657-106 | → hnee.de/diversity
Do you need books for your studies? Then don’t rush out and buy them all. The university library has a lot to offer. In the library on the City Campus, you will find literature and information on all specialist areas as well as reading zones, internet workplaces for database research, carrels for undisturbed study, photocopiers and scanners. On request, the library offers introductions to the library and OPAC/database training (in German) to all new students who are interested. Information on this can be found at the borrowing desk. You can also look through the city library.

**University Library (City Campus)**

**Contact:** Schicklerstraße 5 | +49 3334 657-201 | → hnee.de/bibliothek

**Public Library (Bürgerbildungszentrum Amadeu Antonio)**

**Location:** City Campus | Building 5, First Floor, Rooms 102-105 | **Contact:** Puschkinstraße 13 | +49 3334 64420 | → hnee.de/bibliothek | **Fees for students:** €7.50 per year

If, over the next few months, you get tired of just sitting at the computer and sweating over your books, if you feel the need for exercise and want to do more for your body than just lifting a beer bottle, then we highly recommend getting involved in university sports.

The association Hochschulsport e. V. has the aim of improving the sports programme at the university and to offer a forum for all those interested in sports. As part of this, city and district sports halls can be rented at a more reasonable rate. In order to participate in university sports, you have to become a member of the association. This costs €10 per semester, but will offer many benefits, including the opportunity to hire one of the six association-owned canoes/kayaks for only €5 per day, and free admission to the sports halls.

The following university sports are available: windsurfing, capoeira, badminton, basketball, bouldering, rugby, archery, football, table tennis, volleyball, dancing, pilates, aikido, etc. We welcome new ideas and your support: if you would like to offer any other sports or would like other sports to be offered, then get in touch! If this is not enough, just take a look at the following pages!

**Hochschulsport e. V.**

**Contact:** thomas.kolling@hnee.de | → hnee.de/hochschulsport

**Membership fee per semester:** €10
EMMA+

Take control of your studies! On the HNEE website, you will find a link to EMMA+ (emmaplus.hnee.de) in the upper right-hand corner. You are probably already familiar with the Campus Management System EMMA+ from your online application. It has been continually upgraded since its introduction and adjusted to the needs of students. For example, there is a virtual learning space for every course, in which you can access and download teaching and learning materials, upload your own documents or participate in discussions. In the personalized area (MEIN EMMA), you can view your own study and examination results in addition to your study plan, up-to-date courses and examination dates. On EMMA+, you can thus carry out time- and location independent examination registrations, and registrations for compulsory elective modules, and download registration and academic achievement certificates. All these data are of course protected and are only personally and discreetly accessible. In addition to the learning spaces and the personal spaces, there is also a public space in the so-called university portal, which is used by the Students’ Union, learning and working groups (AGs) as well as lecturers, and in which you can become active yourself. Just take a look for yourself at EMMA+, try it out and let the EMMA+ team know what you like and what could be improved. Thanks!

For the compulsory elective and optional modules, you register via EMMA during the first week of lectures (Monday to Wednesday). You can receive information and support by the respective colleagues of each faculty (Officer for Quality and Organization) or in the support and feedback area on the university portal.

Contacts

Faculty of Forest and Environment
mike.wiebrock@hnee.de

Faculty of Landscape Management and Nature Conservation
olaf.goldschmidt@hnee.de

Faculty of Wood Engineering
mario.teichmann@hnee.de

Faculty of Sustainable Business
kristin.baier@hnee.de

System Administrators
sven.simon@hnee.de and katrin.haggenmueller@hnee.de
Career Service

You’re at the beginning but want to know what happens at the end? The earlier you address your own competencies during your studies, the better. Unless you know yourself and your competencies, you won’t know what needs to be addressed. We would like to help you with this, right from the start: In individual counselling sessions, we reflect on your personal background together, support you in the overall application process and optimize your application documentation. Our free-of-charge training sessions help to provide optimal preparation for your career entry. You will also receive first-hand information, e.g. on the issue of salary or job searches.

Contact: career@hnee.de | +49 3334 657-457 | → hnee.de/career
Opening hours: 1 p.m.–3 p.m. | and on appointment
Location: Forest Campus, Building 25, First Floor

Start-up Centre

From the first idea to founding your own company: the Start-up Centre (Gründungszentrum) at Eberswalde University is your first point of contact for all questions about business start-ups and self-employment. We provide individual counselling services; give information on funding opportunities, support small and large start-ups from idea to implementation. The Start-up Centre provides help free-of-charge and is aimed at students, alumni and scientific staff from all faculties at the University. Take a look through the information material or take part in the free lectures and workshops on a range of start-up topics. Do you already have a concrete idea? Then Start-up Check is the place for you. In a three-day training session, you will acquire the basic knowledge on starting up a business on the one hand, but you will also examine in detail your ideas together with the coach and other participants on the other. Interested? Then take the first step and come to an orientation chat to the Start-up Centre! In the meeting, you will receive initial feedback on your idea, tips for implementation and suggestions on what to do next. After that, we can provide you with experienced coaches, who will give individual and free-of-charge consultation. You will also receive information on support and funding opportunities. We provide individual and free advice up to the time of your start-up.

Use this opportunity and register with us!

Contact: gruendungszentrum@hnee.de | +49 3334 657-454 | → hnee.de/gruendung
Location: Forest Campus, Building 25, First Floor
Forest Botanical Garden

What, you’ve never heard of them? Then pay a visit to the Forest Botanical Garden. As one of Europe’s oldest, it offers insights into domestic and foreign woods and plants in a very descriptive way. There is also a root cellar, an arboretum and changing exhibitions. There is a very special magic at the Forest Botanical Garden during summer, when music and voices sound across the warm night air of the gardens. Then it is PurPur time for concerts, presentations and films by national and international artists! If you need to relax after an exhausting day of lectures, or just want to go for a stroll, this is definitely the right place! Forests are important! With this guiding motto, the city of Eberswalde and the HNEE have initiated the foundation WaldWelten together. The focus of the foundations’ activities is on the areas of forest research, environmental education, nature conservation and cultural promotion.

Contact: Forstbotanischer Garten Eberswalde
Am Zainhammer 5 | +49 3334 657-476 | → waldwelten.de

Opening Hours: year-round | daily 9 a.m.–6 p.m. |
from November 9 a.m.–3:30 p.m. | Entrance free
# Tips for smart spenders and scrooges

Some Eberswalde companies are geared towards students and offer discounts on presentation of your student card.

### City Library Eberswalde
- **in the BBZ Amadeu Antonio, Puschkinstraße 13**
- **annual fee € 7.50 instead of € 15.50**

### Pizza-Point Eberswalde
- **Eisenbahnstraße 14 | Thursdays 20 % discount in the house**

### Leisure Pool BAFF
- **Heegermühler Straße heading towards Finow**
- **2 hours of swimming for € 5.60 instead of € 7.00**

### Renner’s Back & Cafétube
- **Rudolf-Breitscheid-Straße 16 | 10 % Students’ discount on cakes, bread and rolls**

### Globus Wholefoods Shop
- **Michaelisstraße 10 | 3 % Students’ discount, in addition with a Globus–membership card 13% usable for shared flats up to three residents**

### Grill & Frank GbR - Digital Printery Eberswalde
- **Goethstraße 17 | info@grillundfrank.de**

### Fit & Fun Sports Centre
- **Coppistraße close to the Familiengarten heading towards Lichterfelde/Britz € 2 discount for each unit (Squash, Badminton, Table tennis)**

### Eberswalde Cultural Programmes
- **e.g. Jazz in E., Garden Concerts, PurPur, the Provinziale there are always Students’ discounts**

### Bars & Pubs
- **Café Kleinschmidt 10% on Mondays | Matisse on Tuesdays | Haltestelle on Wednesdays Café am Weidendamm on Thursdays | Teehaus on Fridays & Saturdays**

### Zoo Eberswalde
- **Am Wasserfall 1 | Day ticket for € 5.00 instead of € 10.00, annual ticket for € 17.50 instead of € 35.00**

### Regional Store Krumme Gurke
- **Ruhlaer Straße 1 | 5 % Social Discount (according to own assessment)**
Scholarships for International Students

International students can apply for scholarships at numerous institutions. The extensive DAAD scholarship database for foreign students, graduates and academics offers a range of scholarships and additional information to help them with their application

→ daad.de/stipendien

Our university grants the Deutschlandstipendium (Germany Scholarship). This scholarship programme supports academically excellent enrolled students with €300 per month for a period of two semesters. It will not cover your living costs but could be a good financial support during your studies.

For further information and application deadlines please visit:
→ hnee.de/deutschlandstipendium

Jobs for Students

If you want to supplement your studies you can take a part-time job. There are legal regulations that stipulate how long international students are allowed to work. The rules vary depending on your country of origin.

For more information visit:
→ study-in.de.

Both our campuses (Building 2, City Campus and Building 11, Forest Campus) offer a notice board for advertising internships, part-time and seasonal jobs. Our career service also provides a bulletin board, displaying current job and internship ads. There are also plenty online portals, where you can search for part- and full time jobs nationwide in Germany.

A tip for you: Your chances at finding a job will increase significantly if you can speak German.

Most of the offers can be found here:

Career Service
→ hnee.de/career

HNEE Job Portal
→ hnee.de/jobs

External Job Portals
→ hnee.de/externe_stellenboersen
Many students at Eberswalde University are involved in student initiatives in their free time. We will introduce a few of these in the following. Of course, German is spoken in the groups, but many students have good English-language skills, so that there is nothing in the way of your joining up, and you might even improve your own German skills.
The Students’ Union (AStA) is a body of the so-called constituted student body, to which all students automatically belong. Its purpose is to represent student interests externally, i.e. vis-à-vis the University and outside, e.g. in regional politics. Every year, you can elect the members of the Students’ Union and of course stand for election yourselves. The Students’ Union represents the interests of the student body in a number of ways. It takes a position on university policy issues and works together with the other university councils.

In addition, it promotes political education and the social, ecological, music and sports-related interest of students. If you would like to introduce student initiatives and projects and require help to do so, you can submit an application for support at AStA. The applications are discussed in public meetings that take place every two weeks during semester time. There is financial support as well as logistic support available.

You can find more details on the website of the Union or on EMMA. In order to fulfil its tasks, AStA establishes the student body budget. Currently, all students pay a membership fee of €15. The members of AStA work in so-called units, in which they carry out a range of tasks, e.g. finances, social issues, university policy and much more.

In addition, there are working groups, in which non-members can also participate actively. Once per semester, AStA organizes the Student General Meeting (SVV). This is the highest committee of the student body and constitutes a quorum when at least ten percent of students are present.

If you would like to discover more about AStA, its members and its tasks, or if you would like to become active yourself in order to improve the university, then you can find information on our website, or just write us an e-mail and/or attend one of the AStA meetings.

**Service**
- Party equipment rental (lighting, music, beer benches, projectors, pavilions, BBQ)
- Semester ticket and semester ticket exemption
- Signatures for hardship loan applications to the Students’ Union
- University sports
- Administration of the dog kennels
- Welcome of newborns.

**Activities**
- Cooperation with University management and the University councils for the improvement of study conditions
- Cooperation with the AStAs at other Brandenburg universities and joint interest representation vis-à-vis the Ministry of Research, Science and Culture
- Support of faculties
- Financial and technical support of student initiatives
- Carrying out the Student General Meeting
- Organization of the Campus party.

**Facts**
- Members: up to 15
- Term of Office: 2 semesters
- Elections in January

**Contact:** asta@hnee.de  
**Office:** City Campus, Building 4, Top Floor  
→ hnee.de/asta  
→ Minutes: EMMA+ > Hochschulportal > AStA > Protokolle
The Fair Café was established in 2007 by students as a student initiative, with the intention of informing ourselves and others about fair trade and possible forms of a fairer world economy, and to build a bridge between producers and consumers. Since then, the Fair Café is open once a week in the Student club for all students, lecturers, and Eberswalde residents. You can sample a variety of coffees, teas and chocolate specialities from fair trade and organic farming, enjoy homemade cake made with fair trade and organic ingredients, hang out in pleasant company, with good music and much more. You determine the »fair price« according to your financial means. We recommend between €0.50 and €1.50 for each drink. The revenue from our voluntary work is put into the furnishing and equipment of the café as well as into social, ecological and cultural projects, such as in Brazil but also here in Eberswalde.

We would also like to continue to donate revenue to projects and/or organizations or cooperatives, and to involve the customers of the Café through transparency and good communication.

Together, we want to look at the bigger picture. To this end, we organize occasional lectures, activities and information events. All Eberswalde newbies and your new ideas are warmly welcome. Depending on your time and mood, you can join in baking cakes, take over voluntary shifts at the Fair Café or contribute your own fair ideas and projects!

Your Fair Café Team is looking forward to you!

**Contact:** fair-cafe@hnee.de
**Opening Hours:** Wed. 2 p.m.–6 p.m. in the Schöpfwerk | Schöpfurter Str. 5

Over 20 years ago, the Studentenclub Eberswalde e. V. was initiated by students with the aim of enriching student life, and has been operated by a committed group of students, Eberswalde residents and working people.

At the Studi, you can unwind at the end of the day at the bar, enjoy lengthy game evenings, get on stage with improvisation theatre, experience bands with a range of music styles, play table football matches, listen to readings, meet up and chat with others in your initiatives, or compete with your team in our monthly pub quiz. Four times a week, we host a bar evening, which is spiced up with a little extra, such as drink specials or particular music genres on the respective evening.

The Studentenclub Eberswalde is organized as a self-supporting association, which offers its members the opportunity to become involved in a variety of ways. Different groups plan events and concerts, or coordinate advertising and public relations. This also includes aspects such as purchasing, and the maintenance of the club. In addition, there are the shifts on days on which the club is open.

We are always looking for committed and active club members! The Club offers the space and opportunity to organize your own events, such as concerts, readings, film screenings, slide shows, tournaments and much more. All according to the motto: Right in the middle of it all, not at the sidelines! How to become a member? Just come by to the club and get some information.

**Contact:** Schicklerstraße 1 | studiclub@hnee.de | → facebook/studentenclub.ew
Horizons (Horizonte) stand for perspectives and visibility limits — of which we know there are many. In order to expand these — to take a look at life from another position, another culture, and another history and to thus promote a more tolerant togetherness — this is the aim of the association.

Activities take place twice a month, such as cooking together or foreign students giving talks about their home countries, or we just sit and chat. We plan joint excursions (e.g. to Berlin or cycling tours to the surrounding areas) and of course parties (e.g. Christmas party) and much more.

Projects

**Geography live:** The project has existed for 16 years; in cooperation projects with schools in Eberswalde and surroundings, the association aims to promote intercultural learning. Association members and in particular foreign students organize lessons in which they introduce a particular country. In this way, pupils discover lots of new information about different countries and cultures in a more descriptive way.

**Intercultural buffet:** The intercultural buffet has been taking place every November since 2012. Here, German and international students prepare dishes together, which are then presented and explained at the buffet and, of course, eaten together.

**Sprachcafé:** The language café (Sprachcafé) has been running since 2016, and takes place every second Tuesday from 4 p.m. to 8 p.m. in the city library in the Citizens’ Education Centre Amadeu Antonio Eberswalde. Here, people meet up to learn different languages and to chat with others. There is a table for each language, and coffee, tea, cookies and muffins are served.

**Contact:** horizonte@hnee.de | +49 3334 657-167 | Geography live: astrid.schilling@hnee.de
**ALNUS**

The Arbeitsgemeinschaft für Landschaftspflege, Naturschutz, Umweltbildung und Stadtökologie (Working Group for Landscaping, Nature Conservation and City Ecology), for short ALNUS e. V., views itself as a practical platform, in which you can apply the knowledge acquired during studies, or try things out under instruction. In the ALNUS groups you can do the following, among other things: communal gardening, bring children and young people closer to nature, press juice from windfall fruit for the community.

New ideas and members are always welcome.

**Contact:** alnus@hnee.de | alnus-eberswalde.de

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**Zukunft Wolf**

The group members include people who are interested in wolves. Everyone who would like to support the acceptance of the natural return of indigenous species is warmly invited to join the club. Prior knowledge is not required. In addition to regular meetings, the group organizes public events, expands its knowledge in seminars, and gains experience on excursions. Furthermore, they strive for a national and international exchange of ideas. The aim of Zukunft Wolf (Future of the Wolf) is to establish wolves in the population as normal wild animals alongside other animals, and to thus guarantee conflict-free coexistence.

**Contact:** NABU Kreisverband Barnim | Fachgruppe Zukunft Wolf | zkw@nabu-zukunft-wolf.de | nabu-zukunft-wolf.de

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**Naturfreunde Eberswalde e. V.**

Our topics include environmental education, political commitment, nature conservation, diversity and tolerance. So far, two working groups have formed within our association: The AK Politische Aktion (Political Action Working Group) has the aim of causing a stir and making people stop and think by means of diverse creative activities. The AK Umweltbildung (Environmental Education Working Group) aims to entice primary school children in Eberswalde to discover, explore and understand the world on their doorstep together. Group life doesn’t come up short, either with activities such as hiking tours, parties at the campfire, or cooking together, we celebrate coming together as such and always look forward to old and new faces!

**Contact:** naturfreunde@hnee.de | NaturFreundeEberswalde

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**Fridays for Future AG Barnim**

Sustainability and sustainable development are basic principles of academic education at HNEE. We learned at the university that we can work democratically to preserve the basis of life. Currently, this is more necessary than ever, because the scientific findings on the causes and effects of climate change do not find the necessary actions in politics. We would like to commit ourselves to a climate-friendly policy.

We are students of the HNEE and would like to promote the basic idea of sustainable development in the district of Barnim. We would like to give other students the opportunity to join us.

**Contact:** f4f-studi-barnim@hnee.de
Ekla*t

The current grievances of our political and social systems are obvious. That’s why we are committed to climate justice and system change. Without doubt, action is necessary to counteract the negative developments. Through events and activities we want to call attentions to climate political topics. We want to encourage people to take action and promote change. You also want to be active? Please send your e-mail to eklat@hnee.de!

Campusgarten

Inspired by concepts of Urban Gardening, several small plots developed in spring 2014, which rapidly expanded to the Forest and City Campuses and led to the founding of our initiative. In this regard, we are active in the areas of plot and plant rotation, compost and seeds, mushroom cultivation and bee hotels, tree and shrub conservation, greenhouses and pizza oven construction at the Forest Campus. Our vision ranges from colourful wild herb meadows to log-block plots and pumpkin hoops. We are an open group and are pleased to welcome new members, as well as new ideas and support.

Contact: campusgarten@hnee.de | hnee.de/campusgarten

Gemeinsam landwirtschaften

Regional, seasonal, consistent, bio-dynamic, direct and self-organized: that means, independent of commerce and the food industry. We are a mutual support community for vegetables and dairy products. With the motto »Sharing the Harvest«, we aim at a social form of farming, the CSA principle (Community Supported Agriculture). If you’ve always wanted to have fresh tasty vegetables from the region and season, then join in and get your share of the harvest. The vegetables and raw milk products come from local farms. Deliveries are made every Wednesday. The delivery and distribution location is at City Campus.

Contact: www.hnee.de/gela | gela.eberswalde@hnee.de
EBERSWALDE AND SURROUNDING

THE FOREST TOWN
TRAVELLING
ONE OF THE TEN FINEST ZOOS IN GERMANY
SHORTEST ROUTE TO THE LAKE
BIKETOURS OF THE SURROUNDING AREA

WHEN YOUR STOMACH IS GROWLING
LEISURE OPPURTUNITIES
CHOICE OF MEDICAL DOCTORS
FURTHER IMPORTANT ADDRESSES
The Forest Town

As the name suggests, the district town with about 41,000 inhabitants is situated between extensive woodlands in Brandenburg. Eberswalde is special — not only because of its beautiful natural landscape with its numerous lakes, but also because of the many cultural highlights that contribute to a high quality of life.

Attractions
11 City Park (Ammonpark)
12 Paul-Wunderlich-Haus
13 Eberswalde Museum
14 Maria-Magdalenen-Kirche
15 Forest Botanical Garden
16 Zainhammer Mühle
17 Zoo
18 Cinema »Movie Magic«
19 Public Swimming Pool »baff«
20 Eberswalde Family Garden
Travelling

No matter if you plan a trip to Munich or if you look for the next bus connection around Eberswalde, the following websites can help you to find connections for trains, busses or rideshare opportunities.

Germany-wide trains
→ bahn.de

Rideshare opportunities
→ blablacar.de

Coach Transport
→ meinfernbus.de

Brandenburg & Berlin, VBB
→ www.vbb-online.de

Remember: You can use your Green Card as a valid ticket in Brandenburg & Berlin (exception: IC/ICE trains).

Eberswalde Bus Company
→ bbg-eberswalde.de

One of the ten finest zoos in Germany

It can already be glimpsed from the motorway — the Eberswalder Zoo. The zoo, founded in 1958 by Bruno Schulz, has developed into an educational park, which takes pride environmental education. In the midst of the forest, in expansive and in some cases outdoor enclosures, you can get to know and observe many different species of animals. In addition to the jungle house, lion enclosures, petting zoo and penguin baths, the zoo also has two gastronomical facilities where you can feed your own hunger. The zoo is located at the railway crossing on the route from Forest Campus to the dorm Brandenburgisches Viertel. Admission costs €5 for students (don’t forget your Green Card).

Contact: Zoolgischer Garten Eberswalde | Am Wasserfall 1 | +49 3334 22733 | → zoo.eberswalde.de

Opening Hours: daily from 9 a.m. till dusk
for »BV residents«: The Schwärzesee Lake (approx. 5 km)
Take Zoostraße (south-east exit, Lausitzer Straße, towards Spechthausener Straße at the end) to leave the Brandenburgische Viertel (BV), and follow the road until it takes a sharp left curve (approx. 90°). Go straight ahead into the forest. Continue until the next large path crossing (approx. 200m) and then turn right. Now continue straight ahead, following the path. The route is mostly pretty boring, pine forest after pine forest, with a high-voltage power line running through it. After a few small crossings, curves and small hills you will come to a fork with a barrier, keep to your left and the lake is ahead of you. If you reach the Forsthaus Schwärzesee, PLEASE TURN. You have gone too far … It is always a good idea to take food and drink with you!

for »city residents«: The Bachsee lake (approx. 5.5 km)
From town square, take Hauptstraße northwards towards Angermünde. After the railroad crossing, you can continue on the cycle path on the left below the leaf canopy (safer than the road). If you are short of air (in your tires): half-way, there is a petrol station and a Netto supermarket, where you and your bike can recuperate. Then cross the Oder-Havel Canal bridge and take a right turn immediately after. Let yourself roll down the bumpy hill and ride along the canal. Stay on the left around the corner to the old charcoal works. Car drivers have to leave their cars here and cover the last few metres on foot. Continue past the car park and behind the barrier leftwards down the hill, follow the path, and you will reach the bathing area.

Where else to go swimming:
Parsteiner See | Distance: about 18 km
Grimmnitzsee | Distance: about 18 km
Werbellinsee | Distance: about 13 km
Wesen-See und Brodowiner See | Distance: about 15 km
Tiefer Bugsin-See | Distance: about 15 km
Üdersee | Distance: about 12 km
On your bike — Tours of the surrounding area

Eberswalde · Kloster Chorin · Brodowin · Liepe
The starting point and destination of this approx. 35 km tour is at the town square of Eberswalde. Ride North towards Angermünde — a cycle path begins behind the railway tracks (junction Oderberger Straße), which takes you directly to Chorin (9 km). There, you can visit the Zisterzienser monastery, which was built in the 13th century. Then roll down the hill on the banks of the Amtsee lake and follow the curve onto the forest path towards Brodowin (6 km). The cobblestone road leads you through a beech grove. After approx. three kilometres, the forest turns into the idyllic cultural landscape of Brodowin. The surroundings of the eco-village »Ökodorf« are perfect for a picnic. From Brodowin, head South towards Liepe (6 km). Through the forest again, past kettle-hole mires and the Liepe forester’s lodge. In Liepe, keep to your right and follow the street towards the ship lift. From the old ship lift, there is a great view across the countryside and the construction of the new ship lift. Now follow the road towards Niederfinow and then continue along the Treidelweg alongside the Finow Canal back to Eberswalde (13.5 km).

Rent a bike?

Have you thought about renting a bicycle while you stay here? Well, get in touch with the Students’ Union (AStA) of our university: asta@hnee.de

Flat tyre? Go to …

RADhaus Kattanek | Eisenbahnstraße 87 | → radhaus-online.de
Fahrrad Müller | Karl-Marx-Platz 1a | → fahrrad-mueller-eberswalde.de

When your stomach is growling …

... and your throat is dry. Here are some gastronomical tips, in case you are sick of cafeteria food, if your fridge has let you down, or Mum and Dad are on their way, or if you just want to meet up with a few friends.

Clubs, bars & pubs

Studentenclub
Schicklerstraße 1 | next to City Campus

Mundtshof
Schicklerstraße 1 | in the near of student club | cozy and rustic pub with small food offer

Matisse – Quartier No.7
Steinstraße | Corner Kirchstraße (Altstadtcarree)

Alte Brauerei
Eisenbahnstraße 27 | German Cuisine

Kleinschmidt
Eisenbahnstraße 94 | Café and Bar | chill out in the backyard garden

Weinkontor Maaß
Friedrich-Engels-Straße 14 | wine to taste and take away

Haltestelle
Ruhlaer/Corner August-Bebel-Straße | Billard and cheap beer | Bar for Smoker

Exil Jugend- und Kulturverein
Am Bahnhof Eisenspalterei | the alternative Concert- and Partylocation
<table>
<thead>
<tr>
<th>Cafés</th>
<th>Restaurants</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Café Gustav</strong></td>
<td><strong>Restaurant Wilder Eber</strong></td>
</tr>
<tr>
<td>On the town square</td>
<td>one of the nicest places in town</td>
</tr>
<tr>
<td><strong>Bäckerei und Café Wiese</strong></td>
<td><strong>Bistros (Fast food)</strong></td>
</tr>
<tr>
<td>across the University Library on the City Campus</td>
<td></td>
</tr>
<tr>
<td>Croissants on Sunday</td>
<td></td>
</tr>
<tr>
<td><strong>Uckerland Eismanufaktur</strong></td>
<td><strong>Yaman's Grill Haus</strong></td>
</tr>
<tr>
<td>Friedrich-Ebert-Straße 9</td>
<td>delicious organic</td>
</tr>
<tr>
<td>ice-cream to go</td>
<td></td>
</tr>
<tr>
<td><strong>Eiscafé Venezia</strong></td>
<td><strong>Altstadt Döner</strong></td>
</tr>
<tr>
<td>on the town square</td>
<td>lovely to sit outside during summer time</td>
</tr>
<tr>
<td><strong>Stadtcafé</strong></td>
<td><strong>Traditionale – me gusta</strong></td>
</tr>
<tr>
<td>An der Friedensbrücke 22 (on the market)</td>
<td><strong>Traditionale – me gusta</strong></td>
</tr>
<tr>
<td><strong>Patisserie-Café</strong></td>
<td></td>
</tr>
<tr>
<td>in the old post office</td>
<td>Goethestraße 18d</td>
</tr>
<tr>
<td><strong>Restaurants</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Shiva</strong></td>
<td></td>
</tr>
<tr>
<td>Kreuzstraße 1</td>
<td>next to the Rathauspassage</td>
</tr>
<tr>
<td><strong>Pizzapoint</strong></td>
<td></td>
</tr>
<tr>
<td>Eisenbahnstraße/Corner Friedrich-Ebert-Straße</td>
<td>Pizza, Pasta and more</td>
</tr>
<tr>
<td><strong>ProbierMahl</strong></td>
<td></td>
</tr>
<tr>
<td>Steinstraße 1 (across Matisse)</td>
<td>German Cuisine with seasonal offers</td>
</tr>
</tbody>
</table>
Leisure Opportunities

What else has Eberswalde got to offer for your leisure time?

**Family Garden**
- Industrial History, architectural garden art and artful designed Area and a fairytale game landscape with a witch’s house on chicken legs, witch’s kitchen in the nettle labyrinth, giant spider net
- Contact: Am alten Walzwerk 1 | 16227 Eberswalde | +49 3334 239764 | → familiengarten-eberswalde.de
- Opening hours: 1st April–31st October: daily 10 a.m.–6 p.m.

**Cinema »Movie Magic«**
- Mondays: 6 p.m.: The special movie for €6.00 |
- Tuesdays: Movie Highlight for €4.00 |
- Wednesdays: Family Day — all movies before 5 p.m. for €5.00 |
- Thursdays: Cinema Day — all movies for €5.50
- Contact: Heegermühler Straße 25 | 16225 Eberswalde | +49 3334 384910 | moviemagic-eberswalde.de

**Museum in the Adler-Apotheke**
- City museum with changing special exhibitions, next door you’ll find the tourist information for event information
- Contact: Steinstraße 3 | 16225 Eberswalde | +49 3334 64415
- Opening hours: Tue.–Fri. 10 a.m.–1 p.m. and 2 p.m.–5 p.m. | Sat. 10 a.m.–1 p.m. | Sun. 1 p.m.–5 p.m. | Closed on public holidays

**Theme Park Aviation Finowfurt**
- Historical Aviation Collection
- Contact: Museumsstraße 1 | 16244 Schorfheide/OT Finowfurt | +49 3334 7233 | → luftfahrt-museum-finowfurt.de


We all get sick sometimes, and then we need medical assistance. Eberswalde has few doctors, so it might take long for you to get an appointment. A comprehensive list of local family and specialist doctors can be found online. In case of emergency you might need to go to the local hospital »Klinikum Barnim/Werner Forßmann Krankenhaus« (Rudolf-Breitscheid-Straße 100).

Here is a list of some medical doctors, you can contact if needed:

### General Practitioners

<table>
<thead>
<tr>
<th>Name</th>
<th>Address</th>
<th>Phone Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dr. med. Andrea Gurske</td>
<td>Heegermühler Str. 7</td>
<td>+49 3334 22033</td>
</tr>
<tr>
<td>Dr. Med. Hiwa Dashti</td>
<td>Am Paschenberg 30</td>
<td>+49 3334 6358278</td>
</tr>
</tbody>
</table>

### Eyes

<table>
<thead>
<tr>
<th>Name</th>
<th>Address</th>
<th>Phone Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dr. med. Liane Hartmann</td>
<td>Ludwig-Sandberg-Str. 4</td>
<td>+49 3334 212449</td>
</tr>
<tr>
<td>Dr. med. Gabriele Morgenroth</td>
<td>Friedrich-Ebert-Str. 2</td>
<td>+49 3334 23185</td>
</tr>
</tbody>
</table>

### Tooth

<table>
<thead>
<tr>
<th>Name</th>
<th>Address</th>
<th>Phone Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Zahnarztpraxis Dr. Markus Leukhardt</td>
<td>Kirchstraße 8</td>
<td>+49 3334 287243</td>
</tr>
<tr>
<td>Dr. Angelika Ganskow</td>
<td>Weinbergstraße 8</td>
<td>+49 3334 282268</td>
</tr>
</tbody>
</table>

### Skin

<table>
<thead>
<tr>
<th>Name</th>
<th>Address</th>
<th>Phone Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dr. med. Birgit Behrend</td>
<td>Ludwig-Sandberg-Str. 4</td>
<td>+49 3334 212822</td>
</tr>
</tbody>
</table>

### Ear, nose and throat

<table>
<thead>
<tr>
<th>Name</th>
<th>Address</th>
<th>Phone Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dr. med. Christine Gälke</td>
<td>Robert-Koch-Str. 17</td>
<td>+49 3334 254162</td>
</tr>
</tbody>
</table>

### Gynaecology

<table>
<thead>
<tr>
<th>Name</th>
<th>Address</th>
<th>Phone Number</th>
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</thead>
<tbody>
<tr>
<td>Dr. med. Silke Großmann</td>
<td>Karl-Liebknecht-Str. 6</td>
<td>+49 3334 387272</td>
</tr>
<tr>
<td>Dipl. med. Ulrich Schmidt</td>
<td>Schönholzer Straße 3</td>
<td>+49 3334 387001</td>
</tr>
</tbody>
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<table>
<thead>
<tr>
<th>Name</th>
<th>Address</th>
<th>Phone Number</th>
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</thead>
<tbody>
<tr>
<td>Dipl. med. Judith Grützke</td>
<td>Ludwig-Sandberg-Str. 4</td>
<td>+49 3334 288013</td>
</tr>
</tbody>
</table>
### Further important addresses

<table>
<thead>
<tr>
<th>Health Insurance Companies</th>
<th>Call for help</th>
</tr>
</thead>
<tbody>
<tr>
<td>**AOK</td>
<td>Michaelisstraße. 8</td>
</tr>
<tr>
<td>**BARMER Ersatzkrankenkasse</td>
<td>Friedrich-Ebert-Straße 17</td>
</tr>
<tr>
<td>**DAK</td>
<td>Friedrich-Ebert-Straße 2</td>
</tr>
<tr>
<td>**KKH</td>
<td>Eisenbahnstraße 12b–c</td>
</tr>
</tbody>
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<table>
<thead>
<tr>
<th>Banks</th>
<th></th>
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</thead>
<tbody>
<tr>
<td>**Commerzbank</td>
<td>An der Friedensbrücke 22**</td>
</tr>
<tr>
<td>**Deutsche Bank</td>
<td>Breite Str. 40**</td>
</tr>
<tr>
<td>**Dresdner Bank</td>
<td>Friedrich-Ebert-Str. 14**</td>
</tr>
<tr>
<td>**Postbank</td>
<td>Eisenbahnstr. 101**</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Yellow Garbage Sacks</th>
<th>Bike Shops</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>handed out at the Info corner in the City hall</strong></td>
<td></td>
</tr>
<tr>
<td>Breite Straße 42 (across the town square)</td>
<td></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Post Office</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>**Eisenbahnstr. 101</td>
<td>Opening hours:**</td>
</tr>
<tr>
<td>Mon.–Fri. 9 a.m.–6 p.m.</td>
<td>Sat. 9 a.m.–12 a.m.</td>
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<table>
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<tr>
<th>Broadcasting fees (GEZ)</th>
<th></th>
</tr>
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<tbody>
<tr>
<td>→ rundfunkbeitrag.de</td>
<td></td>
</tr>
</tbody>
</table>
EVENT DATES AND GUIDE
**Important Dates**

26th September 2019 | 10 a.m.–12 m. | Schwärzetal Building  
Ceremonial Enrolment  

9nd October 2019  
Welcome Evening for International Students  
For registration and information, please email welcome@hnee.de!

23rd October 2019 | 3 p.m.–7 p.m. | Forest Campus  
9th. Entrepreneur Day  
Topic: »Value of Entrepreneurship«  
With inspirational presentations from local entrepreneurs and students plus the award ceremony  
for the Netzwerk Barnim-Uckermark start-up prize  
→ hnee.de/unternehmertag

12th to 19th October 2019 | Paul Wunderlich Building  
16th Provinziale – The Film Festival Eberswalde  
For the third time, the »Provinziale« is presenting awards including the »Stachel« - a special prize for the best examination of sustainability in film form. Since 2017, HNEE has been a cooperation partner of Film Festival Eberswalde. → filmfest-eberswalde.de

29th October 2019 | City Campus | Building 6 | Auditorium  
Film Screening and Discussion  
»Aus Liebe zum Überleben« (Out of love for survival), the winner of the future film prize, will be shown.  
→ oekofimtour.de

6th November 2019 | from 5 p.m. | City Campus  
16th Sustainnability Lecture  
The series of events organised by HNEE creates thinking space to discuss current topics around sustainable development and an opportunity to network. The guest speaker shall be Prof. Dr. Nico Paech from the Carl von Ossietzky University of Oldenburg. He is one of the most well-known advocates of the post-growth economy and is the author of the book »Befreiung vom Überfluss: Auf dem Weg in die Postwachstumsökonomie« (Liberation from excess: Towards the post-growth economy). After the lecture, the Gunther Wolff prize for the best Bachelor thesis and the Deutschlandstipendium (Germany grants) will be ceremoniously awarded.  
To register, please send an email by 25th October 2019 to veranstaltungen@hnee.de

20th November 2019  
Intercultural Buffet  
For registration and information, please email: international@hnee.de.

26th November 2019 | from 3 p.m. | City Campus | Auditorium  
Johannes Schubert Award Ceremony  
Since 1996, the Johannes Schubert prize has been awarded for academically excellent work in the field of ecology or meteorology in the context of diplom, bachelor’s or master’s theses. The award is in honour of Prof. Dr. Johannes Schubert (1859–1947), the former rector of the Forestry University in Eberswalde.
### 14. Master Class Course Conference

**Renewable Energies**

<table>
<thead>
<tr>
<th>Event</th>
<th>Date and Time</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Autumn fruit walk</td>
<td>27th September 2019</td>
<td>4 p.m.–6 p.m.</td>
</tr>
<tr>
<td>Beer brewing workshop with wild herbs and spices</td>
<td>19th October 2019</td>
<td>10 a.m.–5 p.m.</td>
</tr>
<tr>
<td>Presentation of customs - cutting St Barbara branches</td>
<td>4th December 2019</td>
<td>10 a.m.–12 m.</td>
</tr>
<tr>
<td>Forest Christmas on the 3rd Advent weekend</td>
<td>14/15th December 2019</td>
<td>2 p.m.–7 p.m.</td>
</tr>
</tbody>
</table>

### International Christmas Party

For registration and information, please email: international@hnee.de.

### Ökofilmtour 2020 (Eco Film Tour)

**15th Festival for Environment and Nature Films**

The Ökofilmtour at HNEE is the longest film festival in Brandenburg and shows films on topics such as environmental protection, globalisation or racism. The exclusive environment and nature film seminar including pitch is again being offered to HNEE students.

For more information call +49 3334 657-476

### Open day at HNEE, campus festival and FinE Eberswalde town festival

For more information visit: www.hnee.de/offen
Here you receive assistance

<table>
<thead>
<tr>
<th>Service</th>
<th>Contact Person</th>
<th>Address</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Matriculation to exmatriculation (Feedback, exams, re-registration, semester on leave, changing your study course, Transcripts of Records)</td>
<td>Ms. Stefanie Seidel and Ms. Diana Käßner</td>
<td>City Campus</td>
<td><a href="mailto:studieren@hnee.de">studieren@hnee.de</a></td>
</tr>
<tr>
<td>Welcome Centre</td>
<td>Ms. Stefanie Lüdicke</td>
<td>City Campus</td>
<td>Building 5</td>
</tr>
<tr>
<td>Cash Office (Problems with semester fee)</td>
<td>Ms. Silvia Mallé</td>
<td>City Campus, Building 2</td>
<td>Room 2.310</td>
</tr>
<tr>
<td>Coordination Anti-Discrimination / Anti-Racism Work</td>
<td>Ms. Anne-Christin Hirsch</td>
<td>City Campus</td>
<td>Building 6</td>
</tr>
<tr>
<td>Help with course registration &amp; course cancellation in EMMA+</td>
<td>Officer for Organization and Quality of the Faculties</td>
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<tr>
<td>Funding Opportunities for semester abroad or internship abroad</td>
<td>Ms. Manuela Pelz and Finja Schmalz</td>
<td>City Campus</td>
<td>Building 5</td>
</tr>
<tr>
<td>Forest and Environment</td>
<td>Mr. Mike Wiebrock</td>
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<tr>
<td>Clogged Toilet, ripping tap, uncovered roofs and other problems on the Campus</td>
<td>Department of Environmental and Facility Management</td>
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<tr>
<td>Landscape Management and Nature Conservation</td>
<td>Mr. Olaf Goldschmidt</td>
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<tr>
<td>Wood Engineering</td>
<td>Mr. Mario Teichmann</td>
<td></td>
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<tr>
<td>Using the Assembly Hall</td>
<td>Ms. Wibke Linke</td>
<td>City Campus</td>
<td>Building 2</td>
</tr>
<tr>
<td>Sustainable Business</td>
<td>Ms. Kristin Baier</td>
<td></td>
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<tr>
<td>Secretary's Office of each Faculty</td>
<td>Forest and Environment</td>
<td>Ms. Carola Borchert</td>
<td>Forest Campus</td>
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<td>+ 49 3334 657-160</td>
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<tr>
<td>Ideas for the sustainable University</td>
<td>Ms. Kerstin Kräusche</td>
<td>City Campus</td>
<td>Building 6</td>
</tr>
<tr>
<td>Landscape Management and Nature Conservation</td>
<td>Ms. Irena Hierold</td>
<td>City Campus</td>
<td>Building 1</td>
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<tr>
<td>Family-friendly University</td>
<td>Ms. Vera Clauder</td>
<td>City Campus</td>
<td>Building 5</td>
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</tbody>
</table>
University Policy explained

University level is where decisions are made that are important for the whole university.

The President manages the University.

The Presiding Committee counsels the President. Presiding Committee discusses all important university issues.

Members: President, Vice-President, Dean, Chancellor, Equal Opportunities Officer, Student Vice-President. The Senate elects the Vice-Presidents.

Senate hears the report of the President, passes new university statutes, decides on new professors, new degree courses etc. | Members: e.g. two students. The Senate elects the Vice-President and the President.

Student Vice-President The Student Vice-President takes part in the regular meetings of the Presiding Committee and represents the interests of the students.

Students Union (AStA) nominates the Student Vice-President, decides on what to do with the students fees, organizes events, is networked in university policy etc.

Faculty Level Here, decisions on the individual faculties are made, which are only important at this level.

Dean Heads the faculty | The Deanery counsels the Dean.

Deanery discusses all important faculty issues | Members: Dean, Vice-Dean, faculty representatives.
**Faculty Council** hears the report of the Dean, decides on new professors, decides on changes to study and examination regulations etc. Members: e. g. two students | The Faculty Council elects the Dean.

The **Student Council** represents the interests of the student body of a faculty, decides on the students fee, organizes events | This Council is elected by the students of each faculty — you can also stand for election!

**Alumni**
Graduate

**Apotheke**
Pharmacy

**AStA**
Students’ Union Executive Committee

**Beleg/Hausarbeit**
Assignment Paper/assignment work

**Bibliothek**
Library

**EMMA+**
Campus-Management-System

**Exmatrikulation**
Removal from the student register

**HoIng**
Faculty of Wood Engineering

**Immatrifikulation**
Enrolment

**Innenstadt**
City Centre

**Klausur**
(written) exam

**Kommilitone/Kommilitonin Fellow**
Student
<table>
<thead>
<tr>
<th>Krankenversicherung</th>
<th>SHK/WHK Research/Student Assistant</th>
</tr>
</thead>
<tbody>
<tr>
<td>Health Insurance</td>
<td></td>
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<tr>
<td>LaNu</td>
<td>Sprechzeiten Consultation Hours</td>
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<td>Faculty of Landscape Management and Nature Conservation</td>
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<td>Matrikelnummer</td>
<td>Studentenwerk Student Services Organisation</td>
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<td>Matriculation Number</td>
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<td>Mensa</td>
<td>Studi Club Students' Club</td>
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<tr>
<td>Cafeteria/Canteen</td>
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<tr>
<td>Mülltrennung</td>
<td>WG Flat share</td>
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<td>Waste Separation</td>
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<tr>
<td>Mündliche Prüfung</td>
<td>Wohnheim Residential Home</td>
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<tr>
<td>Oral Exam</td>
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<td>NaWi</td>
<td>WuM Faculty of Forest and Environment</td>
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<td>Faculty of Sustainable Business</td>
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<td>Öffnungszeiten</td>
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<td>Opening Hours</td>
<td></td>
</tr>
<tr>
<td>Präsident*in President</td>
<td></td>
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<tr>
<td>Prüfung</td>
<td>Test/Exam</td>
</tr>
<tr>
<td>Rückmeldung</td>
<td>Re-registration</td>
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Contact
Hochschule für nachhaltige Entwicklung Eberswalde
Schicklerstraße 5 | 16225 Eberswalde, Germany
+49 3334 657-248 | presse@hnee.de

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