

Program orientation week KEEP Spring 2024

Date	Time	Meeting Point	Topic	Place	Persons/Team	Please do not forget
Monday, 25 March	from 8.00am to 12noon	Welcome Desk at the dormitory	Arrival, Check-in, Welcome	Geschwister-Scholl-Str. 15 (Esslingen)	Janitor	
Tuesday, 26 March	at 09.30am	in front of International Office building 17 (See campus map in Welcome folder)	Orientation meeting	Meeting room S02.003 building 2 ground floor	Kremena	Welcome-Package, Passport, Wohnungsgeberbestätigung (Confirmation from landlord or Studieredenwerk)
	approx. 12noon	Cafeteria Campus City Centre	Lunch	Cafeteria Campus Esslingen City Centre	Kremena	
	at 1.00pm	Meeting room S02.003; building 2 ground floor	Health Insurance AOK, Can Güler	Meeting room S02.003 building 2 ground floor	Can and Kremena	
	at 2.30	Meeting room S02.003; building 2 ground floor	Filling forms part 1			
	approx. 4.30pm	In front of buidling 7	Campus and City of Esslingen Tour	Campus City Centre Esslingen, City of Esslingen	Kremena and buddies Mobilty and Technology faculty	
Wednesday, 27 March	09.30am	Meeting room S02.003 building 2 ground floor	Filling forms part 2 (opening bank account)	Meeting room S02.003 building 2 ground floor	Kremena	Welcome-Package, Passport, Wohnungsgeberbestätigung (Confirmation from landlord or Studieredenwerk)
	12noon-1.00pm	Lunch Break				
	1.00pm	building 7, ground floor in PC pool 7.003	Introduction to computer labs and internet access	PC pool 07.003	Computer Centre Team	Laptop, Phone
	5.30pm-approx. 9.00pm	In lecture hall S07.111, building 1, 2nd floor	German class A1.1 by Ms. Karin Böse-Janissek	In lecture hall S07.111	Mrs. Karin Böse-Janissek	German A1.1 book
Thursday, 28 March	09.30am	building 2, room S02.003	Faculty Kick-Off	Meeting room S02.003 building 2 ground floor	Prof. Joachim Berkemer, academic coordinator; Kremena	
	10.30am-12.30am	Meeting room S02.003 building 2 ground floor	Filling forms part 3 (residence permit application) and other topics	Meeting room S02.003 building 2 ground floor	Kremena	Welcome Package, Picture, Bank Statement, Letter of Scholarship etc. Phone
	after 1.30pm	bank Kreissparkasse Esslingen-Nürtingen, Kunden-Center (Customer Service) Esslingen Bahnhofstr. 8, 73728 Esslingen	complete the bank contract and open bank account with Kreissparkasse	Kunden-Center (Customer Service) Esslingen Bahnhofstr. 8, 73728 Esslingen		
Friday, 29 March	Free Holy Friday	at free disposal				
Saturday, 30 March	FREE Easter					
Sunday, 31 March	FREE Easter					
Monday, 1 April	FREE Easter Monday	no lectures				
Tuesday 2 April	No lecture Germany at a glance					
Wednesday 3 April	First day of Lecture	according to the Schedule Spring 24				

update 13 March 2024