

## IMPORTANT CONTACTS FOR FIRST SEMESTER MMM STUDENTS

### Dean's Office of the Business School (Dekanat BWL)

The Team of the Dean's Office<sup>5</sup> is here to guide you through your studies. The program management is responsible for the module catalog, your course registration, and study counselling. If you want to study abroad, our International Team offers you a variety of possibilities and is happy to help you organize your perfect study experience abroad.

### Program management

Ms. Julia Dreisbach  
julia.dreisbach@uni-mannheim.de

### Double Degrees

Ms. Katharina Dröghoff  
doubledegree.business@uni-mannheim.de

### Exchange semester and special programs

Ms. Annabel Müller  
annabel.mueller@uni-mannheim.de

Ms. Janna Ried  
janna.ried@uni-mannheim.de

### European Management Track (EMT)

Ms. Jennifer Thum  
jennifer.thum@uni-mannheim.de

### Student Services (Studienbüro I)

For questions regarding enrollment, leave of absence, and examinations please check the student services' website<sup>6</sup>.

### Contact person for MMM students

Ms. Ines Schäfer  
master-bwl@uni-mannheim.de

### Bursar's office (Gebührenstelle)

Do you want to know more about Semester Fees and Tuition Fees? You can find all information needed here<sup>7</sup>.

### Student Council (Fachschaft BWL)

The Student Council<sup>8</sup> is a team of approx. a hundred bachelor's and master's students who strive to improve your studies. Their job is to represent you. The Student Council will also ensure your start in Mannheim is really fun by organizing many events during the Welcome Week and legendary parties in our castle.

### International Office

#### (Akademisches Auslandsamt)

If you are an international student studying in Mannheim, the International Office<sup>9</sup> provides you with a lot of useful information on how to organize your arrival (visa, insurance, financing your studies, housing, language courses etc.) in Germany.

### The Team International Degree Seeking

Students is happy to help you with any individual questions:  
degreeseekings@uni-mannheim.de

### Studierendenwerk

The Studierendenwerk<sup>10</sup> is responsible for good food and housing on our campus. They also offer a wide variety of services, including information for students with children and psychological counselling.

### Institute for Sports (Institut für Sport)

Work out with your fellow-students in various courses offered by the University's Institute for Sports<sup>11</sup>.

<sup>5</sup> <https://www.bwl.uni-mannheim.de/en/>

<sup>6</sup> <https://www.uni-mannheim.de/en/academics/during-your-studies/organizing-your-studies/>

<sup>7</sup> <https://www.uni-mannheim.de/en/academics/during-your-studies/organizing-your-studies/fees/>

<sup>8</sup> <https://fsbwl.de/en/>

<sup>9</sup> <https://www.uni-mannheim.de/en/academics/coming-to-mannheim/international-students/>

<sup>10</sup> <https://www.stw-ma.de/en/>

<sup>11</sup> <https://www.uni-mannheim.de/en/sports/>