

Checklist for international researchers employed by TUM

Status: 03/2023

The Welcome Services of TUM Global & Alumni Office are the central advising and service point for international postdocs, visiting professors and host chairs of TUM. Our goal is to create optimum starting conditions for you and your accompanying family.

This checklist is intended to help you prepare for your relocation and first weeks in Munich and at TUM. We have summarized the most important steps and we recommend that you start working on them well before your planned date of arrival. If you have questions, we are always happy to offer you further help via e-mail and in person.

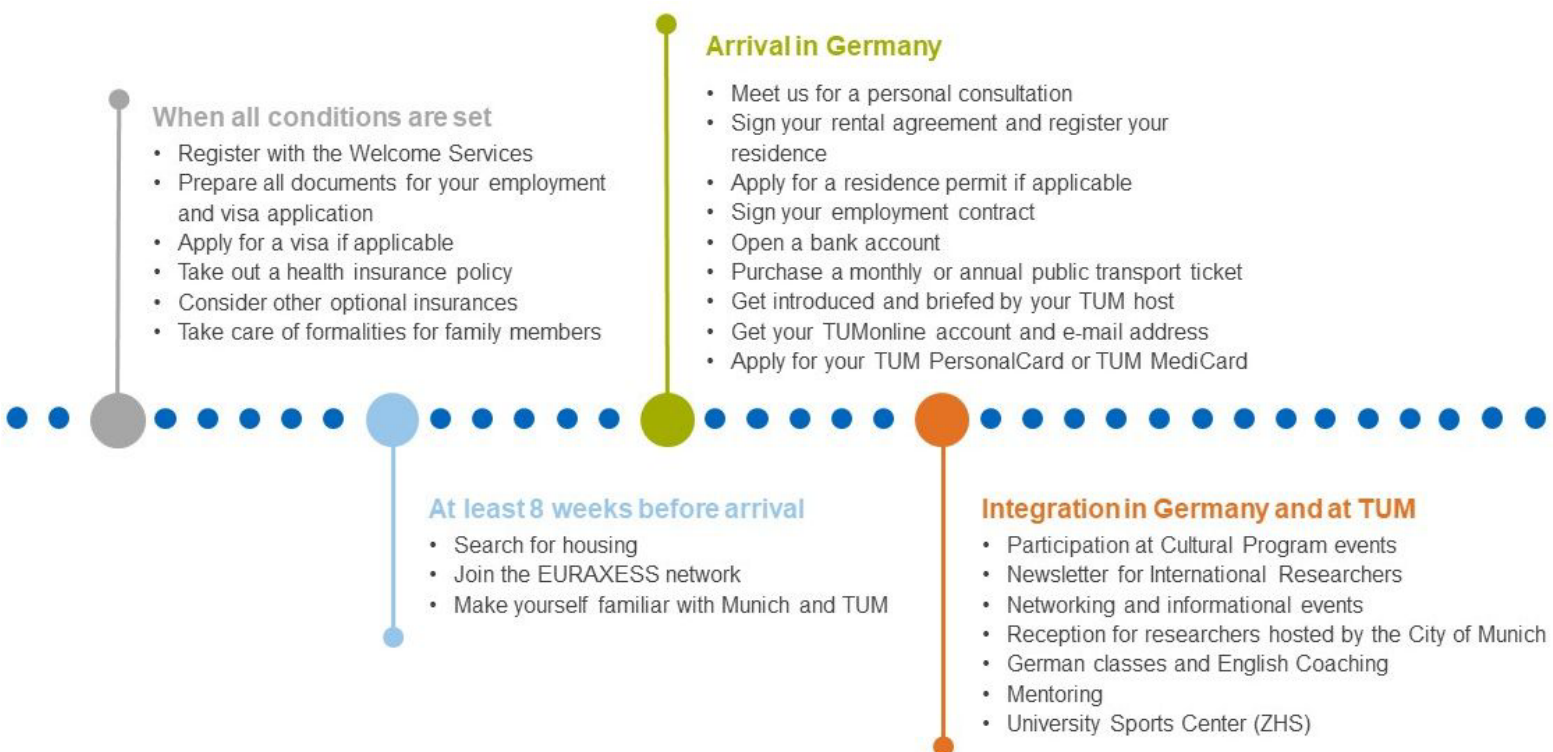
Our Services at a glance



Planning your relocation and stay

Consider the following points when you are planning the timeline of your relocation and stay:

- Preparing all documents for employment with TUM can be time consuming, so start as early as possible.
- If you are a non-EU citizen, you may only take up employment if this is permitted by your visa or residence papers. Be aware that it may take several weeks (in extreme cases even months) until you receive your visa or residence permit. Since you have to provide proof of your residence registration when applying for a residence permit in Munich, you have to secure accommodation as soon as possible upon arrival.
- Do not hesitate to [contact us](#) if you need help to navigate through the relocation, employment and onboarding process. We are always happy to help!



I. Before your entry – Preparing your stay	Done
<p>1. Entry requirements and visa</p> <ul style="list-style-type: none"> EU and EEA (European Economic Area) citizens Generally, you do not need a visa to enter Germany and work here. Make sure your passport or national ID card is valid for the whole duration of your stay. Non-European citizens Find out about the visa requirements for Germany. If you need a visa, make an appointment to submit your application at the German embassy in your home country or country of residence as soon as possible. The processing times vary and can take up to several months. 	<input type="checkbox"/>
<p>2. Documents for your visa application</p> <ul style="list-style-type: none"> Letter of Intent Request your employment unit to provide you with a letter of intent, declaring the university's interest in employing you. Please note that the TUM HR department cannot send you a preliminary contract for your visa application, since it has to be signed by you in person, given you have a valid residence permit. Further documents Ask at the German embassy as early as possible about which further documents are required to apply for a visa. 	<input type="checkbox"/>
<p>3. Certificate of good conduct (<i>Behördenführungszeugnis</i>)</p> <p>Applicants for positions at TUM must be verified based on information filed in the German Central Criminal Register. You can apply for a certificate of conduct for official purposes either before you enter Germany or personally after you enter Germany when you register your address. Please indicate the address of the TUM HR department responsible for you, so the authority will send the document there directly.</p>	<input type="checkbox"/>
<p>4. Health insurance</p> <p>You will need a valid health insurance policy right from your very first day in Germany until you leave. The immigration authorities will only issue a residence permit if you can prove you have adequate health insurance cover.</p>	<input type="checkbox"/>
<p>5. Optional insurance schemes</p> <p>Find out whether your accident and private liability insurance covers your stay in Germany.</p>	<input type="checkbox"/>

<p>6. Formalities for family members</p> <p>a. Visa Check if your spouse and/or children need a visa to enter and stay in Germany and if so, apply for it well in advance as processing times can be very long.</p> <p>b. Health insurance Your family will need health insurance coverage for the whole time of their stay in Germany.</p> <p>c. Childcare, schools and family benefits If you are planning to bring your children, start looking for suitable childcare or schooling options as soon as possible, since it is necessary to register well ahead of time. Also, check whether you might be eligible for benefits such as child allowance or parental allowance. The TUM Family Service can support you on these matters.</p>	<input type="checkbox"/>
<p>7. Accommodation</p> <p>Start your house hunt early, as housing in Munich is scarce and very expensive. After your registration with the Welcome Services, our Accommodation Service will contact you with further information and advice.</p>	<input type="checkbox"/>
<p>8. Prepare Important Documents</p> <p>If applicable, you will need to present the following documents while in Germany. Bring certified copies or originals of the documents (including certified translations, as may be requested):</p> <p>a. Passport / national ID For you and all family members travelling with you; it should be valid for the entire duration of your stay in Germany.</p> <p>b. Birth certificate For you and all family members travelling with you.</p> <p>c. Marriage certificate This is required for your spouse's residence permit application and if you wish to officially register as "married". If you do not have an international certificate, it needs to have an apostille or it must be legally recognized. You should organize these formalities several weeks before your departure and contact the competent authorities in your home country. This document is also required by the TUM HR department.</p> <p>d. Doctoral certificate Required for your residence permit application as well as for your documents for the TUM HR department and only accepted with a certified translation into German or English.</p> <p>e. Proof of funding (letter of intent) Required for your residence permit application.</p> <p>f. Proof of health insurance coverage For you and all accompanying family members.</p>	<input type="checkbox"/>

<p>g. Personal liability insurance or private accident insurance If you are insured in your home country, you should find out whether the coverage is also valid in Germany and bring the appropriate documents with you.</p> <p>h. Driver's license The driver's license of citizens of the EU and EEA is fully valid in Germany; the license of non-EU citizens is valid for six months from the day you register your residence. After this, you will need a German license. Depending on the country of issue, you might have to take an additional driving test.</p> <p>i. Medical documents Vaccination records, for example, are often needed to enroll your children at a childcare facility. If applicable, also bring other important medical documents and a declaration of medication that you currently need (in English or German).</p>	
<p>Tips and advice</p>	
<p>9. Make yourself familiar with TUM</p> <ul style="list-style-type: none"> • Find out about our president's vision for TUM Read about TUM's mission, organizational structure, locations and history on the TUM website and TUM's image brochure "A Global Hub of Knowledge Exchange" and get to know TUM president Thomas F. Hofmann. • Find out about TUM's magazines and other publications Get insights into the world of science and research at TUM with TUM's scientific magazine and various other printed media. • Follow TUM on social media Stay up-to-date on what is happening at TUM and follow our university's channels on Facebook, Twitter, Instagram, and LinkedIn. 	<input type="checkbox"/>
<p>10. Useful networks for researchers and their partners</p> <ul style="list-style-type: none"> • EURAXESS portal and network Find further useful information on the Euraxess portal for mobile researchers. Join their network and stay up-to-date on funding opportunities. • Research in Germany Be informed about the latest research news, interesting research projects and upcoming events on the website Research in Germany, jointly published by the Federal Ministry of Education and Research and the German Academic Exchange Service (DAAD). • Research in Bavaria The Bavarian State Ministry of Science and the Arts published a website for Research in Bavaria, a guide to career, research and funding opportunities in Germany's largest federal state. • International Dual Career Network Munich TUM is a founding member of IDCN Munich. The platform addresses accompanying partners of TUM's international researchers and offers them the opportunity to make their 	<input type="checkbox"/>

talents and abilities visible and to actively promote the development of a professional network.	
<p>11. Discover Munich, Garching and Freising</p> <ul style="list-style-type: none"> Munich Take a virtual look around Munich and download city maps and brochures of Munich (available in several languages). Find support and new friends in Munich's large and diverse expat communities. Garching Familiarize yourself with northern Munich including Garching. Freising Find out about the history of Freising and what it has to offer. 	<input type="checkbox"/>

II. After your arrival – Getting started in Munich and at TUM	Done
<p>1. Contact the Welcome Services</p> <p>Send us an e-mail confirming you have arrived and schedule an appointment for a personal meeting. Subscribe to our monthly newsletter for information on events in the Munich region and join us for our Cultural Program events to explore Bavaria and meet other TUM researchers and their families!</p>	<input type="checkbox"/>
<p>2. Rental agreement and utilities</p> <p>Sign your rental agreement, get your landlord's confirmation (<i>Wohnungsgeberbestätigung</i>) and pay the deposit. Make sure you get a handover certificate (<i>Übergabeprotokoll</i>) on the day you move in and don't forget to put a name tag onto your post box directly after arrival.</p>	<input type="checkbox"/>
<p>3. Registration of residence and certificate of good conduct</p> <ul style="list-style-type: none"> Register your address (<i>Wohnsitzanmeldung</i>) within two weeks after coming to Germany. If you did not apply for a certificate of good conduct (<i>Behördenführungszeugnis</i>) in advance, then you can do so at the registration office. Please indicate the address of the TUM HR department responsible for you. 	<input type="checkbox"/>
<p>4. Residence permit</p> <ul style="list-style-type: none"> EU and EEA nationals do not need a residence permit. Non-EU nationals only need to apply for a residence permit if your visa does not cover your whole stay in Germany. Your application must be submitted at least eight weeks before your entry visa expires. Please be aware that you need a valid residence permit in order to sign your employment contract. 	<input type="checkbox"/>

<p>5. Sign your employment contract</p> <p>Be sure you submitted all required documents and have your residence papers with you if you are a non-EU citizen.</p>	<input type="checkbox"/>
<p>6. Income tax</p> <p>If you registered in Germany for the first time, your tax ID will be sent to your registered address automatically within 14 days.</p> <p>In case you did not receive your tax ID, you can ask for it to be sent again on the website of the Bundeszentralamt für Steuern. Be aware that the processing time is up to four weeks.</p>	<input type="checkbox"/>
<p>7. Bank account</p> <p>A German bank account is mandatory to receive your salary and pay your rent and health insurance etc. You usually need to register your residence in Munich first, to be able to open it. Online banks may not ask for proof of registration, but will still need you to prove your identity (e.g. via Postident procedure or app).</p>	<input type="checkbox"/>
<p>8. Health insurance</p> <p>If you did not already do so before entering Germany, take out health insurance.</p>	<input type="checkbox"/>
<p>Tips and advice</p>	
<p>9. Public transport</p> <p>You are eligible to apply for a job ticket. In order to prove your status as a TUM employee, you will need your personnel number that you can find on your payslip. That means, you cannot purchase the job ticket before you have been paid your first salary. You also need to have a German bank account with a SEPA number, so they can deduct the sum directly.</p> <p>Application process for the ISARCard Job Ticket (10% discount compared to the ISARCard and valid within all MVG zones):</p> <ul style="list-style-type: none"> • Go to the application website and enter the FIS key F244706 for Bavarian State employees. • Enter the requested information and refer to this page when you have to choose the right tariff zones for your needs. • Enter “Company Information”: you will find all of these details on your payslip that you received from Landesamt für Finanzen. 	<input type="checkbox"/>
<p>10. Get settled at TUM</p> <p>a . Set up your TUMonline account and e-mail address. In order to login to the TUM IT systems, you will receive your PIN in writing with your employment documents. TUM IT Support has compiled useful information on their services and getting started at TUM in their IT manuals for employees.</p>	<input type="checkbox"/>

- b. Apply for a [TUM Personal Card](#). It serves as an ID card, library card and payment card (with employee discount) for all [cafeterias run by the Student Union](#). If you are working at the Hospital Rechts der Isar, you should apply for a [MediCard](#) instead.
- c. If you are a postdoc researcher, you can join the [TUM Mentoring for Scientists program](#) as a mentee and if you are a professor, you can offer to participate in this program as a mentor.
- d. Sign up for the [TUM ForTe Postdoc Mailing List](#) if you want to receive information about activities of the TUM Talent Factory (like workshops and the TUM Postdoc Days) as well as current postdoc calls and opportunities.
- e. Find out about free [German classes](#) at the TUM Language Center and register early.
- f. Brush up your English at one of the free [English Mobility Courses for Staff](#), offered by the TUM Language Center. Make use of the [English Coaching Program](#) and get support at the [English Writing Center](#) when writing an article.
- g. [Gain further research and teaching experience abroad](#) at one of TUM's partner universities with funding of Erasmus+ or the TUM Global Incentive Fund.
- h. Expand your horizons and acquire new skills at one of TUM's numerous professional development offers at the [TUM School of Management](#), [Carl von Linde-Akademie](#), or [TUM horizons](#).
- i. Join one of the various [sports classes](#) at the University Sports Center Munich.
- j. Download the [TUM Campus Map App](#) to help you navigate at all three main campuses and read the [TUM Campus Code of Conduct](#).
- k. Find out more about other useful [services](#) at TUM.

III. General Information

1. Visa and Entry Requirements for Non-EU Citizens

Depending on your home country or current place of residence, the German authority issuing your visa will have its own application procedure and required set of documents. To avoid any unpleasant surprises, you should check all details on the [Federal Foreign Office \(Auswärtiges Amt\) website](#) in good time and contact [your responsible German mission](#) directly in case of queries.

The following online resources will help you navigate through the application process:

- Read up about the [visa for researchers](#): what requirements must be met and what opportunities does it offer?
- Check out the infographic "[At a glance: Visa for research in 5 steps](#)".

- Use the official [Visa Navigator](#) to find out which visa is suitable for you and your family members. You will be guided to the website of the German mission in your home country or current place of residence and further to the visa application form.

Tips and advice:

- Do not enter Germany on a tourist visa. It is almost impossible to change the status of your visa afterward and you might have to leave Germany again.
- If you intend to stay less than 90 days: you can apply for a Schengen Visa (C Visa). Please note that it is not renewable and you cannot follow up with an application for a residence permit. After your Schengen visa has expired, you will be required to leave Germany.
- If you intend to stay more than 90 days: you can apply for a National Visa (D Visa). You might encounter a processing time of several months. Once you are in Germany, your national visa can be converted into a long-term residence permit.
- Australia, Israel, Japan, Canada, South Korea, New Zealand, Switzerland and the USA: Citizens of these countries may enter without a visa, even if they plan to take up employment. However, they must apply for a residence permit in Munich if staying for an extended period (more than 90 days) and before commencing employment. Since processing times for residence permits are quite long in Munich, we recommend to apply for a long-term visa in your home country, so you can sign your employment contract right away.
- Visas and residence permits are different documents. A visa only entitles the bearer to enter the country. If you wish to stay for an extended period (more than 90 days), you must apply for a residence permit after your arrival, unless you received a long-term visa covering your whole stay in Germany.
- Personal data: You will have to fill in many forms after your arrival in Munich and it is important you always give the same information:
 - If your language does not use the Roman alphabet, decide what spelling your name should take. Always use the spelling from your passport if it is transliterated.
 - Many application forms will ask for your last name (family name / surname). If your country does not follow the custom of first and last name, decide in advance which part of your name you will use as your last name and be consistent.

2. Health Insurance

When you sign an employment contract with TUM, you are obliged to choose a compulsory public health insurance (*Gesetzliche Krankenversicherung*) regardless of which country you come from. However, if your contract with TUM stipulates a gross annual salary of more than 66.600 EUR (status of 2023) you can choose to take out a private health insurance policy instead.

Accompanying family members are covered by your public health insurance policy free of charge (*Familienversicherung*) as long as their regular monthly income does not exceed 450 EUR and the children have not reached a certain age limit. Please ask about the conditions and details with your insurer.

Your monthly contribution is calculated according to your income and paid directly by your employer out of your gross income. In 2023 the premium is 14.6% of your gross income (employee 7.3% / employer 7.3%) plus an additional premium to be paid by the employee, which depends on the health insurance company.

Registration can be completed before you leave for Germany, but you can also register within a few days of your arrival. You can either register online, go to one of their branches in person or contact one of the following advisers for international researchers who provide a comprehensive consultancy service in Munich, Garching and Freising.

Disclaimer: Please be aware that the following list is a selection of common German compulsory public health insurances and should not be misinterpreted as a recommendation on our part.

- **AOK München:** [Ms Andrea Hollinger](#), Landsberger Str. 150-152, 80339 München, Tel +49.89.5444.2875
AOK Freising: [Ms Christa-Juliana Langhans](#), Wippenhauserstr. 6, 85354 Freising, Tel +49.8161.182 234
- **Barmer:** [Mr Robert Auzinger](#), Grillparzerstr. 14, 81675 München, Tel +49.800.333004.207-301
- **Techniker Krankenkasse (TK):** [Mr Alexander Vicari](#), Elisenstr. 3, 80335 München, Tel +49.40 - 4606 5104-715 or mobil +49.151.6105 8843; alternatively, you can drop by one of the Munich [customer service centers](#) during opening hours or visit the English website www.tk.de/en

Please note:

- You must have health insurance coverage from your first day in Germany. Inform yourself at the German Mission in your home country what kind of health insurance is required to enter the country. Usually a travel insurance is sufficient.
- Once you have chosen a compulsory health insurance provider, there is an 18 months required period of retention.
- If you are a citizen of an EU or EEA member state and in possession of an EHIC (European Health Insurance Card), you might be able to use it in Germany for short stays. You can find detailed information on this topic on the [website of the European Commission](#).
- You can find general information on the German health insurance system on the [EURAXESS Portal](#).

3. Liability Insurance

3.1. Personal liability insurance in your home country

If you have a personal liability insurance in your home country, check whether it covers you and your family during your stay or whether it is possible to upgrade it. Please note that the policy value may be higher in Germany than the maximum insured sum stipulated in your current insurance policy. In Germany, a total policy value of three million Euros is usually recommended.

3.2. Personal liability insurance in Germany

If you do not have a personal liability insurance already, it is highly recommended to take one out in Germany. You can register either online or in person upon arrival in Munich. The cost is mainly determined by the insured sum, deductible and effective term of the policy.

3.3. Occupational liability insurance

As a TUM employee, you are insured against any damage that you might inflict on your employer while carrying out your professional tasks, except in the case of malicious intent or negligence.

4. Residence Registration

You have to register your address (*Wohnsitzanmeldung*) within two weeks if you are planning to stay longer than three months. You can do so in person with an online appointment or send all relevant documents via post.

Please note:

- You will receive a confirmation of registration (*Meldebescheinigung*) immediately after registering. Keep it in a safe place, as you may need it later, e.g. to apply for a residence permit or open a bank account.
- After your registration, the following will be mailed to your registered address:
 - Tax identification number (*Steueridentifikationsnummer*) sent within 14 days (you will need it for your tax declaration).
 - Notification of your TV radio license fee (*Rundfunkbeitrag*) that everyone registered in Germany has to pay to fund public broadcasting. The monthly fee amounts to € 17.50 per household.

4.1. City of Munich

- Download the [registration form](#) (one form for all family members) from the download section at the bottom of the [Residence Registration website](#).
 - Make an [online appointment](#) with the citizen's office (*Bürgerbüro*):
 - Klick on *Meldeangelegenheiten* and enter the number of time units you want to book (15 or 20 minutes each, you can book up to three units): If you are a single person choose the number of desired units in the drop down menu in front of *An- oder Ummeldung – Einzelperson* or else in front of *An- oder Ummeldung – Familie* if you want to register your family.
 - Klick on the button *Weiter* on the same page below right after entering the number of time units.
 - Choose the *Bürgerbüro* closest to your current Munich address. Check more often, if no appointment is available at the moment.
 - Bring all necessary documents for the registration:
 - Completed and signed registration form
 - Confirmation of the landlord ([Wohnungsgeberbestätigung](#)), or as a substitute an explanation form about the lack of confirmation ([Erklärung zur fehlenden Wohnungsgeberbestätigung](#))
 - Valid passport or ID of all persons listed on the registration form
- You can also send the above mentioned documents as copies via [post](#).

4.2. Outside of Munich (e.g. Freising or Garching)

You can personally register at the municipal authorities (*Bürgerbüro* or *Rathaus*) without an appointment. Find the address and opening hours of your office by typing in your postal code in the field "Vor Ort" on the [Bayern Portal website](#).

5. Deregistration of Address

5.1. City of Munich

You can either submit your deregistration form in person (arrange an appointment and bring your passport) or by post (include a photocopy of your passport). You can download the deregistration form from the [Residence Registration Offices' website](#) and find further information on the location of the six offices in Munich.

5.2. Outside of Munich (e.g. Freising or Garching)

You can deregister at the municipal authorities (*Bürgerbüro* or *Rathaus*) of your community in person without an appointment. Find the address and opening hours of your *Bürgerbüro* by typing in your postal code in the field "Vor Ort" on the [Bayern Portal website](#).

6. Application for Residence Permit

Based on your place of residence, different authorities will be in charge of processing your residence permit application. Even if you do not have all necessary documents available at the time of your application, contact the relevant immigration authority anyway. You will then receive a temporary document regarding your application for a residence permit.

You will usually need to present the following documents (original and copy). If they require additional documents from you, they will let you know.

- [Confirmation of registration](#) (*Wohnsitzanmeldung* or *Meldebescheinigung*)
- Valid passport (*Nationalpass*)
- Valid visa
- Completed application form (*Antragsformular*)
- Doctoral certificate (*Hochschulzeugnis*) and a certified German or English translation
- [Anabin recognition](#) (*Anerkennung des Ausländischen Hochschulabschlusses*) of your Master's degree and the university you graduated from (please approach your TUM hosting chair contact for more information). Please be aware this document is also required by the TUM HR department.
- Letter of Intent (*Absichtserklärung*) instead of employment contract (*Arbeitsvertrag*)
- [Form "Erklärung zum Beschäftigungsverhältnis"](#) - please note that TUM hosts can download a fill-in assistant for this form in the TUM Service Directory (*Dienstleistungskompass*). We will be pleased to send our checklist for TUM hosts to your chair's contact person in charge, which includes a direct link to the fill-in assistant in question.
- Proof of health insurance (*Krankenversicherung*): Validity of minimum 6 months; travel insurance is not sufficient
- Rental agreement (*Mietvertrag*)
- One biometric picture

6.1. City of Munich

The application for your residence permit must be filed at the [Munich Immigration Office](#) (at KVR) [online](#). Currently the online contact form is only available in German. The list above includes the German names of the documents that will be requested. The [application form](#) is available for download within the online contact form.

The fee will amount to EUR 100 per person.

- Open the online contact form [Wissenschaft und Forschung](#) and click on the button *Starten* on the page below.
- Skip the optional registration at KVR and click on *Ohne Anmeldung fortsetzen* (unless you want to register to have your data automatically transferred to the online form for future registrations at KVR; in that case click on *Jetzt anmelden*)
- Confirm that [your address is registered](#) in Munich by choosing *Ja* within the field *Ist die antragstellende Person in München gemeldet?* - continue by clicking on *Weiter*.

- Choose the option *Wissenschaftliche Mitarbeiter*in* within the field *Bitte Zutreffendes auswählen*. As a result of this choice the form will ask for the documents you need to upload.
- If you have a foreign (i.e. not a German) university degree choose the option *Ausländischer Hochschulabschluss* within the field *Welchen Hochschulabschluss haben Sie?* As a result of this choice the form will additionally ask for an [Anabin recognition](#) of your Master's degree and the university you graduated from.

6.2. Freising

- Book an appointment with the [contact person](#) by e-mail or phone and let them know that you are coming to TUM as a researcher.
- You will receive a notification about the fee that you will have to pay and a list of required documents.

6.3. District of Munich (e.g. Garching)

If you live in one of the [districts of Munich indicated in blue on this map](#), the authority in charge for your residence permit application is the [Landratsamt München](#).

- Book an appointment [online or by e-mail](#) with your contact person (go to drop-down menu *Ansprechpartner* on the website and choose the first letter of your last name in the selection list).
- You will be advised about the fee payable and given a list of required documents.

6.4. All other municipalities and towns around Munich

If you live in any other town around Munich, you can find out which authority is in charge of your residence permit application on the [State of Bavaria's website](#): type in your postal code or name of the city in the field *Vor Ort*. Write an e-mail to the indicated address or contact person (*Ansprechpartner*) to request an appointment.

7. TUM Accommodation Service

From experience, finding a suitable apartment is the biggest hurdle for incoming academics in Munich. Therefore, we recommend starting the search for housing as early as possible. The TUM Accommodation Service can support you with information about online portals or short-term accommodation for emergencies and also connect you with landlords interested in renting apartments to international academics. You can find further information on the [Accommodation Service's website](#).

Please note:

- The Accommodation Service only offers support for stays with a **minimum duration of 6 months**. For shorter stays, the Accommodation Service can provide information about finding accommodation in Munich.
- To use the Accommodation Service **you must register with the Welcome Services first** (Form [Registration - International Researcher](#))
- Please note, we cannot guarantee that we can find a suitable apartment and that you should definitely continue to look for housing independently.

- In case you cannot find suitable accommodation before your arrival in Germany, we recommend that you make temporary arrangements for the first few weeks. House hunting is more easily done in person than remotely.

8. TUM Family Service

At the three main campuses as well as at the university hospital Rechts der Isar, the TUM Family Service offers a comprehensive range of information, advice and services to combine career and family life successfully. The [TUM Family Service's website](#) serves as an extensive introduction to all topics concerning childcare, schools, caring for elderly family members and family-friendly infrastructure at TUM. You can reach the TUM Family Service via e-mail at

- [TUM Family Service Munich and Garching](#)
- [TUM Family Service Freising Weihenstephan](#)
- [Family Service KeCK at the university hospital Rechts der Isar](#)

9. TUM Library

As a TUM employee, you are entitled to use the main library and its branches. In addition to a comprehensive stock of (e-)media, the library also offers guided tours and training courses.

You can access the library with your TUM Personal Card and find further information on the [TUM library website](#).

10. TUM Equal Opportunity Network

[TUM Equal Opportunity](#) offers guidance and personal help in confidence for the following topics:

- The [TUM Compliance Office](#) deals with matters of good scientific practice and scientific misconduct.
- The [Gender Equality Officer](#) is a person of trust and promotes gender equality measures.
- [TUM Equal Opportunity](#) is the right point of contact if you experience discrimination, sexual harassment or bullying at work. Psychological help is also available for urgent cases.
- The [Disabled Persons Office](#) offers counseling for people living with disabilities or chronic illnesses.

11. Contact Details

Website: <https://www.international.tum.de/en/global/visitingresearchers/>

E-Mail: welcomeservices@zv.tum.de

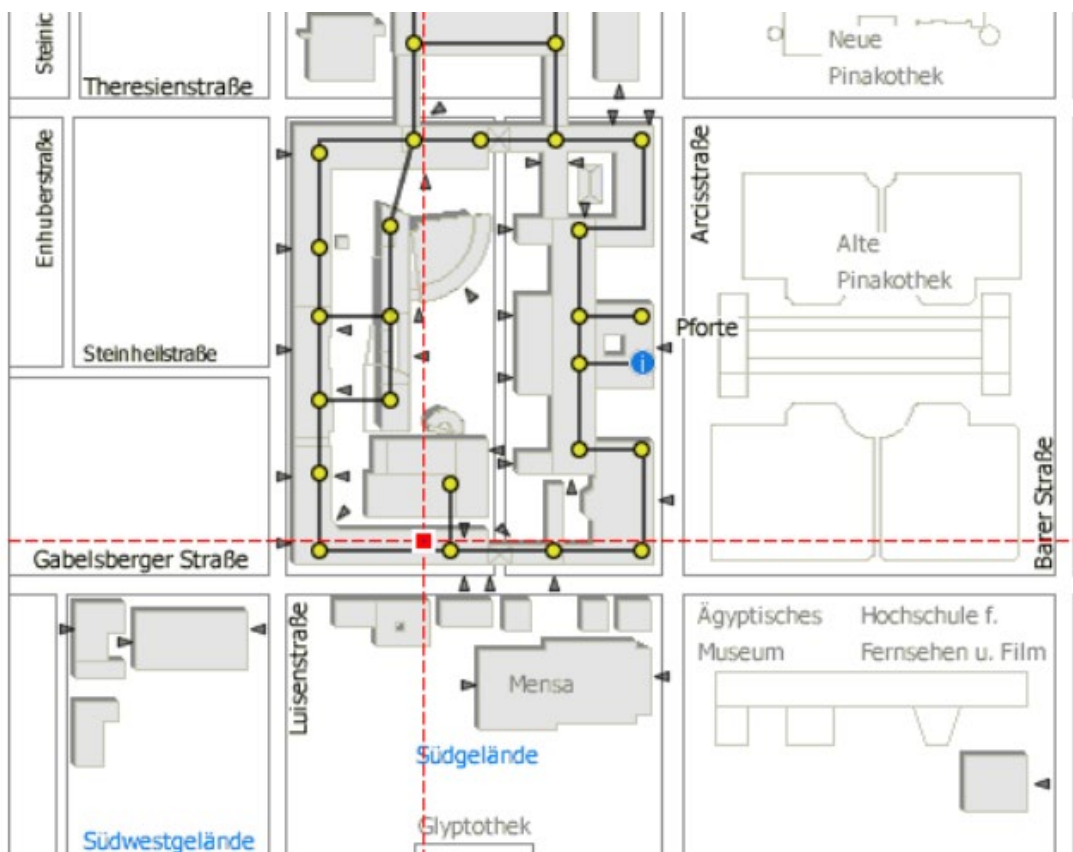
Phone: +49.89.289-22266 or -22161

Registration link for our Online Portal for International Researchers at TUM (please choose *Registration - International Researcher*): <https://tum.moveon4.de/locallogin/59cab53285fb960949c37960/eng>

Subscription to our Welcome Services Newsletter:

https://t4a2ad200.emailsys1a.net/152/3015/6517c2241c/subscribe/form.html?_g=1603980119

Technical University of Munich
TUM Global & Alumni Office - Welcome Services
Room No. 1336
Arcisstr. 21
80333 München



Note:

Please note that the information researched by the Welcome Services of the TUM Global & Alumni Office does not constitute legally binding information. It cannot replace information provided by experts for the relevant topic. We always recommend that you get individual advice from the respective service points.