

# Program orientation week KEEP Spring 2025

Date	Time	Meeting Point	Topic	Place	Persons/Team	Please do not forget
<b>Monday, 31 March</b>	<b>9.00am to 12noon</b>	Welcome Desk at the dormitory	Arrival, Check-in	Geschwister-Scholl-Str. 15 (Esslingen)	Janitor	Ask the janitor for the Wohnungsgeberbestätigung (Confirmation from landlord or Studieredenwerk)
<b>Tuesday, 1 April</b>	<b>09.00am</b>	in front of International Office building 17, Campus Esslingen City Center, <a href="https://maps.app.goo.gl/amNY41K4Y5DqoVS37">https://maps.app.goo.gl/amNY41K4Y5DqoVS37</a>	Information Session with general information on study abroad at Esslingen University	Meeting room S02.003 building 2 ground floor	Kremena	Passport, Wohnungsgeberbestätigung (Confirmation from landlord or Studieredenwerk)
	approx. 12noon	Lunch break			Kremena	
	1.30pm	Meeting room S02.003; building 2 ground floor	AOK Health Insurance , Mr. Can Güler	Meeting room S02.003 building 2 ground floor	Can and Kremena	
	approx. 2.45pm	Meeting room S02.003; building 2 ground floor	Information about opening bank account and collecting documents and TIN number (US social security number)	Meeting room S02.003 building 2 ground floor	Kremena	
<b>Wednesday, 2 April</b>	<b>09.00am</b>	Meeting room S02.003 building 2 ground floor	Filling forms part 1 (registration at the Citizen Office at the city of Esslingen; Documents of Esslingen University etc.)	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	in the inner courtyard between building 2 and building 7 (next to the barrier)	Campus and City of Esslingen Tour	Campus City Centre Esslingen, City of Esslingen	Kremena and buddy Faculty of Mechanical Engineering and Systems	
	5.30pm-approx. 9.00pm		First German class A1.1 by Ms. Karin Böse-Janissek in lecture hall 07.111 (building 7, 1st floor)		Mrs. Karin Böse-Janissek	book
<b>Thursday, 3 April</b>	<b>08.30am</b>	building 2, room S02.003	Faculty Kick-Off	Meeting room S02.003 building 2 ground floor	Prof. Joachim Berkemer, academic coordinator; Kremena	
	10.00am-12.00am	Meeting room S02.003 building 2 ground floor	Filling forms part 2 (residence permit application) and other topics	Meeting room S02.003 building 2 ground floor	Kremena	Welcome Package, Biometrical Picture, Bank Statement, Letter of Scholarship etc.
	1.00pm-2.00pm	building 7, ground floor in PC Pool 5 07.010 (building 7)	Introduction to computer labs and internet access	PC pool S07.010 (building7, ground floor)	Computer Centre Team	Laptop, Phone
<b>Friday, 4 April</b>	<b>09.00am- 12noon</b>	Meeting room S02.003 building 2 ground floor	collecting residence permit documents and biometrical pictures and other topics	Meeting room S02.003 building 2 ground floor	Kremena	reqired documents and biometrical picture
<b>Saturday, 5 April</b>	FREE					
<b>Sunday, 6 April</b>	FREE					
<b>Monday, 7 April</b>	FREE no lectures, according to the schedule					
<b>Tuesday 8 April</b>	Start of the KEEP Sping 25 First class Germany at a Glance	according to the schedule				
<b>Wednesday 9 April</b>	German class	according to the schedule				
<b>Thursday 10 April</b>	First class Fluid Mechanics and Computer Simulation	according to the schedule				
<b>Friday 11 April</b>	First Class Feedback Control	according to the schedule				