

Studying in Luxembourg

—
Guide for Incoming
exchange Students
—

Welcome to the University of Luxembourg !

We would like to welcome you with a typical Luxembourgish “Moien” and are happy that you have chosen our university, the first and only official university of the Grand Duchy of Luxembourg. During your studies you will benefit from a professionally conceived course programme in several languages, a personal atmosphere and an intense academic support at a small but international research university.

Multilingualism and interculturality

Benefit from Luxembourg’s multilingualism! Our university is one of the rare universities worldwide to be multilingual. Improve your language skills in language courses and educational courses in English, French and German. Discover the many faces of Luxembourg’s multicultural society. The country’s unique language situation is part of the cultural identity and facilitates the integration of foreign residents.

Luxembourg and Europe

During your studies discover also the worldwide only Grand Duchy in the heart of Europe. Besides an international atmosphere due to several EU institutions, the financial centre Luxembourg and many international companies, the country’s capital also offers a broad range of cultural activities and a varied night life. The neighbouring countries Belgium, France and Germany are only a stone’s throw away from the capital - an ideal opportunity to discover regional particularities and specialities and to freshen up foreign language skills.



Marie-Anne HEYER
SEVE Mobility Incoming Coordinator
Campus Europae Coordinator

The student guide will supply information from your application at the University Luxembourg right to the end of your stay. Here you’ll find practical information about Luxembourg and lots of tips to make your everyday student life easier. You still have questions? We are at your disposal.

Kind regards

Your **SEVE Mobility** Team

Service des Études et de la vie Étudiante - Mobilité
UNIVERSITE DU LUXEMBOURG
Campus Limpertsberg, Office BRA 1.02
162a, avenue de la Faiencerie
L-1511 Luxembourg
Phone: +352 / 46 66 44-6682, Fax: +352 / 46 66 44-6760
incoming@uni.lu / marie-anne.heyer@uni.lu
Opening hours: Mon-Fri 1:30 p.m. to 4 p.m.

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BEFORE YOUR DEPARTURE

Mobility Process

1. Official nomination

The University of Luxembourg accepts only official nominations. This means that you as a student have to be nominated officially by your university. The nomination can be sent to the SEVE Mobility Department by post, email or fax.

2. Application

After official nomination the SEVE - Department Mobility will send you the following documents:

- **Application form**
- **Learning agreement**

These documents are designed to help you with your application at the University of Luxembourg. Note: the submission of the application does not signify an acceptance!

Attention:
The official transcripts of records have to be translated into French, German or English by a translator under oath or equivalent)

2.1 The **application form** must be filled in completely and sent to seve.mobility@uni.lu
Please take note that you have to send the following documents along with your application form:

- Copy of your identity card
- Copy of your student card
- copy of the transcripts of records of all previous semesters (if not in French, German or English translated by a translator under oath or equivalent)
- List of grades of previous semesters and your acquired ECTS points (in German, French or English)
- Copy of your medical card (for EU citizens) or a health insurance certificate (see Table P. 8)

2.2 The **Learning agreement** lists all courses you would like to attend during your stay at the University of Luxembourg. Afterwards, the director of studies of your university has to confirm your choice by signing the Learning agreement.

Assure that both forms have been completely filled in, signed and have received the official stamp of your university. Send the required documents to: seve.mobility@uni.lu

3. Deadlines

For the **winter semester**: European students: 1st of June;
NON-European students: 1st of May
For the **summer semester**: European students: 30th of November;
NON-European students: 15th of September

4. Official admission

After we have received both signed documents and the course director of the University of Luxembourg has accepted you as an "Incoming student" the coordinator at your university receives the **"certificate of acceptance"** and your learning agreement. Now you are officially accepted at the University of Luxembourg. NON-EU citizens will receive an additional "letter of acceptance" for the application of a residence permit.

5. On-line registration

After your official admission you will receive additional information, a link and a code of access to the on-line registration. Please fill in the form and send your student ID number to the SEVE Mobility Department (incoming.mobility@uni.lu). Afterwards the SEVE Mobility Department will send you a to-do list for the preparation of your stay in Luxembourg and information about the necessary procedures.

Accommodation - Application

After completion of your on-line application you can apply for a room in one of our student residence halls. Before your arrival, SEVE Mobility Department will send you further information.
Note: Rental agreements usually start on the 1st or the 16th of each month.

For further information

About student accommodation, equipment and rental agreements see www.uni.lu // [Students](#) // [Accommodation](#)

ATTENTION Health insurance

All students in Luxembourg must have a health insurance and be able to produce a document of proof.

Your status	What you have to do	Necessary certificate of health insurance (only 1 document needed)
Student WITH Health insurance	Registration at the Caisse Nationale de Santé (CNS) Phone: +352 27 57-1 125, route d'Esch L-1471 Luxembourg cns@secu.lu; www.cns.lu Mon-Fri 8:30 a.m.-11:30 a.m. and 1 p.m.-4 p.m. (Hollerich: 8 a.m.-4 p.m.)	<ul style="list-style-type: none"> - Luxembourg medical card - European Health Insurance Card (EHIC) - Health insurance certificate of a country having signed a bilateral contract with Luxembourg (Bosnia-Herzegovina, Cape Verde, Kosovo, Croatia, Macedonia, Montenegro, Quebec, Serbia, Tunisia, Turkey).
Students WITHOUT Health insurance	Registration at the Centre commun de la sécurité sociale (CCSS) 125, route d'Esch L-1471 Luxembourg www.ccss.lu Mon-Fri 8 a.m.-4 p.m. (Bus line: 4, 14 and 21)	<ul style="list-style-type: none"> - Copy of membership certificate

ATTENTION In the course of the year 2013/14 changes of the legal regulations are to be expected. For more information visit the Homepage or contact the team of SEVE Mobility.

Residence permit/Visa (for NON-EU STUDENTS only)

Before your arrival in Luxembourg you normally have to apply for a residence permit at the Ministry of Foreign Affairs and Immigration of Luxembourg:

Ministry of Foreign Affairs and Immigration
Department of Immigration – Foreign Residents Desk
P.O. Box 752
L-2017 Luxembourg

You will receive all the information (procedure to follow and documents to fill out) from the SEVE Mobility by email as soon as you are officially admitted to the University of Luxembourg. The procedures may vary by one country to another.

For further information

www.uni.lu // Students // Useful information from A to Z // [residence_permit](#)

Language courses

The University of Luxembourg demands certain knowledge of foreign languages in order to be able to participate in the courses and exams in the required foreign language. The language of instruction varies depending on the course studied; for more information visit our homepage.

www.uni.lu // [Courses](#) // [Bachelor or Master](#)

Classification of language courses

The courses are for students of the University of Luxembourg who want to improve their skills in one of the languages of instruction. They are available in the university's official languages:

- French
- English
- German

Before application please take the on-line grading test. The SEVE Mobility Department will send you the link and an access code for the language test by email.

Courses take place once a week during the semester and usually start in the second week after the beginning of the semester. The registration fee is 25€ per semester. At the end of the semester you will receive a certificate of participation by post.

For further information

[Home//Students//Useful information from A to Z//Language courses for Students](#)

PLEASE NOTE

The University of Luxembourg does NOT offer language courses for beginners. Maximum number of participants is 50 persons per language. Each student can participate in only one course per semester.

Students who want to register for additional courses or beginner's courses can contact the "Institut national des Langues" (INL) directly.

INSTITUT NATIONAL DES LANGUES

21, boulevard de la Foire

L - 1528 Luxembourg

Phone: +352 / 26 44 30-1, Fax: +352 / 26 44 30-330

cours@insl.lu, www.insl.lu

PLEASE NOTE

INL courses are subject to a charge - please inform yourself!

ARRIVAL IN LUXEMBOURG: Your Arriving day

After arrival in Luxembourg all students have to finish their registration at the University of Luxembourg. Please come immediately to the Campus Limpertsberg and contact the SEVE Mobility Department office.

Marie-Anne HEYER (Incoming students/Campus Europae Coordinator)
Service des Études et de la vie Étudiante - SEVE Mobility
UNIVERSITY OF LUXEMBOURG
162a, avenue de la Faiencerie
L-1511 Luxembourg
Phone: +352 / 46 66 44-6682, Fax: +352 / 46 66 44-6760
seve.mobility@uni.lu, Marie-Anne.Heyer@uni.lu
Campus Limpertsberg, Room BRA 1.02

Opening hours

Mon-Fri 1:30 p.m.-4 p.m.

Arrival by

Train: the Campus Limpertsberg is only 15 minutes away from the main station. The bus lines 2 and 4 (*in the direction of Limpertsberg, L.T.Michel Lucius*) leave every 10 minutes from the main station. Get off at the terminal *L.T.Michel Lucius*. Continue in the direction of travel and turn right at the first street (continue to the end) - the campus is at your right.

Plane: the Campus Limpertsberg is roughly 10km away from the main station. In the arrival hall you find a ticket vending machine (Level - 1). The Eurobus no. 15 leaves at quai no. 1 (every 15 min.). Get off at Bvd Royal - Pont Adolphe (c. 20 min. journey time). At Place E. Hamilius change to the bus line 2, 3 or 4. Get off at the terminal *L.T. Michel Lucius*.

Car: there are only a small number of public parking spaces close to the university (fee required).

For further information

about public transport see page 32-33

Final registration

At the SEVE Mobility Department you receive your “welcome package” including the following documents:

- Student card
- Transport pass (if desired)

The University of Luxembourg offers a transport pass for 37,50€ per semester for all its students valid in all public busses and trains in the Grand Duchy of Luxembourg.

- Enrolment certificate
- Student email address (name.familyname.index@student.uni.lu)

The IT account will be activated 24h after your registration and will give access to:

- all computers at the university
- your webmail at <https://owa.uni.lu>
- the SEVE feedback system

You forgot your password or cannot log-in? Just send an email to incoming@uni.lu to get a new one.

ATTENTION

In case of loss of the student card a processing fee of 10€ will be demanded. The transport pass also has to be paid for again.

Accommodation Housing

contract signature

Afterwards go to the office of the SEVE Student Accommodation. Here you receive all information concerning your accommodation and you sign your accommodation rental agreement here.

For further information

Home//Students//Accommodation

Stéphanie MARBEHANT

SEVE Student Accommodation

Phone: +352 / 46 66 44-6580, Fax: +352 / 46 66 44-6760

Email: stephanie.marbehant@uni.lu

Campus Limpertsberg, Room BRA 0.05

Michèle SCHMITT

SEVE Student Accommodation

Phone: +352 / 46 66 44-6684, Fax: +352 / 46 66 44-6558

Email: michele.schmitt@uni.lu

Campus Limpertsberg, Room BRA 0.04

Opening hours

Mon-Fri 9 a.m.-12 p.m. and 1:30 p.m.-4 p.m.

Canteen Card

“myCard”

The University offers one canteen (Mensa) per campus open from Monday to Friday:

Campus Limpertsberg: 7:30 a.m.-4 p.m.

Campus Kirchberg: 7:30 a.m.-3 p.m.

Campus Walferdange: 7:30 a.m.-4 p.m.

The canteens offer lunch starting from 4€. Sandwich, drinks and snacks can also be bought from vending machines. On all three campuses, students need the canteen card “myCard” available at SEVE

Infos. The card is free of charge and can be credited at the canteen check-out or via internet (www.restopolis.lu). At the end of your stay you should not credit your card with large sums. Instead use up the credit, cut up the card and dispose of it.

ATTENTION

Do not charge your card with large amounts of money – in case of loss a refund is not possible. In case of loss a processing fee of 5€ will be required for the replacement card.

Copies/prints

On registration we offer you copies equivalent to a value of 12.50€ (per semester). These will be stored with your matriculation number and can be recharged anytime at SEVE Infos. Use your credit or bank card to pay either 5€ (100 pages), 10€ (200 pages), 20€ (400 pages) or 50€ (1000 pages).

SEVE Infos

Phone: +352 / 46 66 44-6060

Email: seve.infos@uni.lu

Campus Limpertsberg, Room BRA 0.01

Opening hours

Mon-Fri 9 a.m.-12 p.m. and 1:30 p.m.-4 p.m.

Language courses

course confirmation

After payment of the registration fee of 25€ at the SEVE office (credit card) you are registered for a language course. You will receive the details via email.

A confirmation of registration for language courses at SEVE is possible:

From **August to September** for the winter semester – courses start in **October**

From **January to February** for the summer semester – courses start in **March**

If you have already participated in a language course in the previous semester, participation in the grading course is not necessary. You only have to fill in the registration form and pay the registration fee.

Emmanuelle AMBROISIEN

Organisation des cours de langues

Email: emmanuelle.ambroisien@uni.lu



Student office

For questions concerning your studies and your academic performance the student office is at your disposal:

- Course schedules
- Student's courses and registration
- ECTS credit points
- Transcript of records/score excerpt etc.

You will receive the contact details of your accordant secretariat from the SEVE Mobility Department.

DO NOT FORGET

Your "Learning Agreement" has to correspond to your future transcript of records. Please have any changes of your "Learning Agreement" signed by your course director, if this should not already be the case.

ATTENTION

Do not forget to notify SEVE Mobility Department and your university of changes in your "Learning Agreement"! Each new "Learning Agreement" has to be filled in completely, signed, stamped and sent to the student offices and the coordinators of both institutions. This procedure shall prevent problems with the crediting of your courses and erroneous transcript of records.

Moodle – Registration

Via the university's on-line platform Moodle you have access to a list of all courses at all three faculties. Please contact your student office for an access to Moodle.

In case of problems contact:

- **Faculty of Law, Economics and Finance**
Marc el Alami - Campus Limpertsberg, BR 1.03A
- **Faculty of Science, Technology and Communication:**
Gaëtan Pecoraro - Campus Kirchberg, C18
- **Faculty of Language and Literature, Humanities, Arts and Education**
Shahed Parnian - Campus Walferdange, Build. VI, 4.02

Please click on your program or on the "myMoodle" function and enter your user name and password (the same as used for an access to the university server). After registration you will be guided to your chosen program. You find your courses under your semester. All courses are password protected. The faculties define a new password for each semester and program.

Student intranet

The intranet includes

- all cultural and sports events at the university;
- Mini jobs for students, stages or employment offers for graduates;
- an IT helpdesk
- Documents to download, e.g. the in-service training agreement, forms for your stay abroad etc.



Welcome Days

The Welcome Days start off the academic year and take place at the beginning of each winter semester. The aim is to help new students and give them information about the University and the City. We also invite all professors and University researchers to these events.

Pick-up service

Every semester we organise a pick-up service which means that students of the University of Luxembourg will pick you up at your arrival. Just fill out the Arriving day form which will be sent to you by the SEVE Mobility a few weeks before the start of the semester and we will organise everything for you.

INCOMING DAY

You are not alone!

The Incoming Day takes place at the beginning of each semester as part of the Welcome Days and its purpose is to provide help and information concerning studies and life in Luxembourg for students from universities in foreign countries. This program is specially designed for foreign students and is free of charge.

A representative of SEVE Mobility is always present and at your disposal in case of questions. But you can contact the SEVE Mobility Team anytime, via your personal contact to your Incoming coordinator.

In addition, several members of all the student associations will be present on Incoming Day. They represent all Luxembourg students and will help you on the Incoming Day in case of questions concerning student's life. The office is located in the *Uni Lounge*, below the canteen.

The Office of Student Life is the service managed by the Student Department (SEVE) in charge of supporting and developing engagement of students at the university.

You can get in touch with the Office of Student Life by email at studentlife@uni.lu.

Get further information about student life in the "Survival guide" of the Erasmus Student Network (ESN) which you will get at your arrival in Luxembourg.

Erasmus Student Network
Email: esn@uni.lu
facebook.com/esnluxembourg
facebook.com/esnluxembourg

End of mobility/return

Transcript of records

Shortly before the end of your stay abroad the SEVE Mobility Department will send you the document "Contact person for Transcript of Records". You are hereby asked to designate a contact person. The transcript of records which you will receive at the end of each semester will be sent to you and the coordinator at your home University by email. The original will be sent directly to your coordinator by regular mail. Please contact the secretary of your study field in Luxembourg if the transcript should not be correct.

Certificate of stay

Some Universities require a certificate of stay which you will have to sign at the SEVE Mobility Office BEFORE you leave Luxembourg. We will put the official dates of each semester which don't have to match your dates of arrival and departure. We will not send the document by email / post so please make sure to make it sign before your departure.

THE UNIVERSITY OF LUXEMBOURG

www.uni.lu

The University of Luxembourg founded in 2003 is the first and only public university in the Grand Duchy of Luxembourg. Teaching, research and transfer of knowledge at the highest international levels: these are the three ambitious goals of the university. As one of the youngest universities in Europe the institution is based directly on the Bologna system and offers high quality Bachelor courses, with a focus in teaching of Master degrees and PhD. A main aspect is research concentrating on future oriented topics. Scientists come from all over the world and cooperate in interdisciplinary teams.

Close to EU institutions and to the financial centre and labour market of Luxembourg

Luxembourg is the seat of several European institutions such as the European Court of Justice or the European Investment Bank and is of course well known as an international financial centre. Of course, the university uses these competences: Nearly 660 financial experts, lawyers, entrepreneurs and other practitioners support the professors in teaching. The graduates and the research projects conducted at the university on the other hand are an interesting benefit for the EU institutions, the financial centre and the business location Luxembourg with its attractive labour market.

Multilingual and mobile

A majority of the Bachelor and Master courses are bilingual. Some of the university's professors and researchers are even trilingual. Employees in administration and in direct contact with the students have knowledge of at least three, ideally all four of the following languages: English, French, German and Lëtzebuergesch.

Personal atmosphere

You won't find any "mass lectures" at our university. We know each other on the campus. Teaching and research activities are clearly arranged and university lecturers can easily be contacted. Many courses take place in the form of seminars and new students of Bachelor courses will be looked after in tutorials.

Currently the University of Luxembourg counts:

- about 6000 students, of which almost 2500 from foreign countries
- 3 faculties:
 - Faculty of Science, Technology and Communication
 - Faculty of Law, Economics and Finance
 - Faculty of Language and Literature, Humanities, Arts and Education
- 2 Research centres:
 - Interdisciplinary Centre for Security, Reliability and Trust
 - Luxembourg Centre for Systems Biomedicine
- 11 Bachelor programs with 22 fields of studies
- 29 Master programs
- 19 different possibilities for PhD courses incl. double doctorate

Academic calendar

The **winter semester** starts mid-September and ends in January.

Exams take place from Mid-January to the end of January.

The **summer semester** starts mid-February and ends in June.

Exams take place from beginning to the end of June.

For a detailed calendar of the current academic year see:

www.uni.lu // [Students](#) // [Useful information from A to Z](#) // [Academic calendar](#).

The Campus

The three faculties of the University of Luxembourg are distributed on three sites: Limpertsberg, Kirchberg and Walferdange.

Campus Kirchberg



The building complex of the former “Institut Supérieur de Technologie” (IST) in the EU and bank quarter Kirchberg dates back to 1976 and is today the seat of the science faculty and the “Interdisciplinary Center for Security, Reliability and Trust” of the University of Luxembourg.

Faculty of Science, Technology and Communication (FSTC)

6, rue Coudenhove-Kalergi

L-1359 Luxembourg-Kirchberg

Phone: +352 / 46 66 44-5000

How to find us



Campus Limpertsberg + Research Building A & B



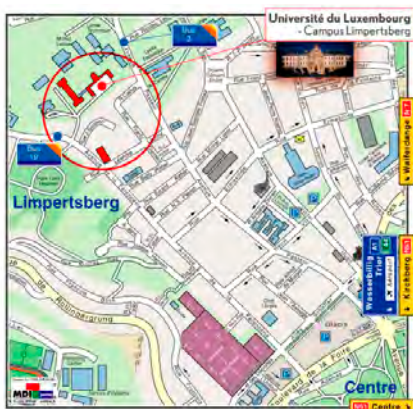
The "Rose Campus" of the university is situated in a residential part of the capital formerly used for the cultivation of roses. The historical "Bâtiment Central" dates back to 1903 and was built on the order of the Franciscans. Between 1926 and 1972 the Catholic priests of Luxembourg were instructed here. Today you'll find here and in the neighbouring building the central University administration, the Faculty of Law, Economics and Finance as well as parts of the Faculty of Sciences.

Faculty of Law, Economics and Finance (FDEF)
162a, avenue de la Faiencerie

Research Building C

148, avenue de la Faiencerie
L-1511 Luxembourg-Limpertsberg

How to find us



Campus Walferdange



In the small town of Walferdange, a couple of kilometres north of the capital, today you can find the Campus Walferdange of the University of Luxembourg in a former palace from the 19th century and its annexes.

Faculty of Language and Literature, Humanities, Arts and Education (FLSHASE)

Campus Walferdange

Route de Diekirch, BP2

L-7220 Walferdange

Phone: +352 / 46 66 44-9000

How to find us



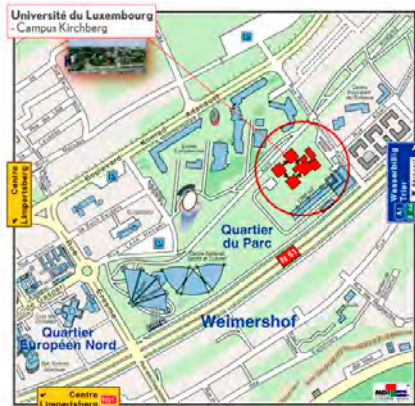
Building K2

The University-owned "Luxembourg School of Finance" (Master in Banking and Finance) of the department of finance of the Faculty of Law, Economics and Finance and the "Luxembourg Business Academy" (Master in Entrepreneurship and Innovation) are located in the modern office building "K2" near the campus Kirchberg.

Luxembourg School of Finance
(Master in Banking and Finance)
Faculty of Law, Economics and Finance
(FDEF)
Building K2
4, rue Albert Borschette
L-1246 Luxembourg
Phone: +352 / 46 66 44-6307 / -6335
Fax: +352 / 46 66 44-6835
www.lsf.lu

Luxembourg Business Academy
(Master in Entrepreneurship and Innovation)
Faculty of Law, Economics and Finance
(FDEF)
2b, rue Albert Borschette
L-1246 Luxembourg
Phone: +352 / 46 66 44-6838
Email: benjamin.ledran@uni.lu

How to find us



Libraries of the University of Luxembourg (BUL)

The library supplies all University members with books, documents and media needed for teaching and research. It consists of four libraries in total on four different sites in the University. Currently the library inventory comprises over 220,000 books and nearly 900 scientific journals as well as a broad offer of electronic documents accessible via the BNU portal. Register at the BUL (Campus Limpertsberg, B.C 0.05). You will only need your student card.

Library Limpertsberg

(Law, economics, politics, philosophy, geography, history, language and literature, arts)
Campus Limpertsberg
Bâtiment central (Ground floor)
162a, avenue de la Faïencerie, L-1511 Limpertsberg
Phone: +352 / 46 66 44-6709
Mon-Fri 8 a.m.-6 p.m., 8 a.m.-5 p.m. in summer

Opening hours

Library Kirchberg

(Computer sciences, mechanics, civil engineering, electrical engineering)
Campus Kirchberg
Bâtiment principal (Ground floor)
6, rue Coudenhove-Kalergi, L-1359 Kirchberg
Phone: +352 / 46 66 44-5307
Mon-Fri 8 a.m.-6 p.m. / 8 a.m.-5 p.m. in summer

Opening hours

Library Walferdange

(Social and education science, psychology, politics, philosophy, geography, history, languages and literature)
Building I (1. floor)
Route de Diekirch
L-7220 Walferdange
Phone: +352 / 46 66 44-9309
Mon-Fri 8 a.m.-6 p.m. / 8 a.m.-5 p.m. in summer

Opening hours

Library Bibliothèque de l'éveil aux sciences

Media library and didactic documentation for scientific education in pre- and primary schools. Borrowing of didactic material (experimentation and discovery kits, models, technical devices)
Building XII (3. floor)
Route de Diekirch, L-7220 Walferdange
Phone: +352 / 46 66 44-9313

Opening hours Mon 9 a.m.-12 p.m., Tue-Fri 9 a.m.-12 p.m. and 1:30 p.m.-4:30 p.m.

For further Information

www.uni.lu // University // Library

CAMPUS LIFE

Culture and sports play an important role on the campus of the University of Luxembourg. Thus, the offer is varied.

Campus Sport

The SEVE and the sports trainers of the University of Luxembourg offer a broad range of sports courses free of charge at the beginning of the semester on the campus Walferdange and campus Limpertsberg. Get information and sign up for the different courses!

Anne CHRISTOPHE

Email: campussport@uni.lu

www.uni.lu // Students // Culture & Sports // Campus Sport

For further Information

Campus Art

Discover your own creativity and participate in one of the several arts workshops offered at the University of Luxembourg. This offer is also free of charge, the material will be provided. Registrations possible up to the day before start of the workshop by email:

Martine AHLBORN (Art instructor)

Email: martine.ahlborn@uni.lu

www.uni.lu // Students // Culture & Sports // Campus Art

For further Information

Campus Carrières

The career service for students at the University of Luxembourg

- workshops "CV", "Cover letter", "Interview"
- Guides and specific documentation
- Skills assessment
- Student, temporary and permanent jobs

Romain RAUX (Conseiller Campus Carrières)

Phone +352 / 46 66 44-6686

E-mail: campus.carrieres@uni.lu

Office: Campus Limpertsberg, BRA 1.01

www.uni.lu // Students // Campus_carrieres

For further information

**For further
Information**

Espace cultures

“Espace cultures” organises and coordinates the (inter)cultural events at the three university sites (Uni choir, theatre project Edudrame, Expositions, visits of European and international institutions) and informs about cultural highlights in the City of Luxembourg and the Greater Region.

www.uni.lu // [Students](#) // [Culture & Sports](#) // [Culture](#)

Psychological counselling for students

The graduated psychologist Irmgard Schroeder offers counselling and support. The sessions are individual, confidential and free of charge - preferably on appointment.

Irmgard SCHROEDER (graduated psychologist)

Phone: +352 / 46 66 44-6609

E-Mail: aidepsycho@uni.lu

Office: Campus Limpertsberg, BRA 4.01

Appointments

by email/phone: Wed and Thu 9 a.m.-5 p.m. / Fri 9 a.m.-1 p.m.



THE GRAND DUCHY OF LUXEMBOURG

Slogan: Mir wëlle bleiwe wat mir sinn („We want to stay who we are“).

Luxembourg at a glance

Official name:	Grand Duchy of Luxembourg (Groussherzogtum Lëtzebuerg)
Neighbouring countries:	Belgium, France and Germany
Surface:	2,586 km ²
Capital: (conurbation):	Luxembourg (City), population c. 138,000, 65,22% of foreigners (93.865 habitants, 153 nationalities)
Total population:	511,840 (January 2011), proportion of foreigners: 62.58%
Average age:	39 years
Government:	Constitutional monarchy in the form of a parliamentary democracy
Head of state:	His Royal Highness (SKH) Grand Duke Henri
Head of the government:	Jean-Claude Juncker, prime minister
National language:	Luxembourgish (Lëtzebuergesch)
Official languages:	French, German and Lëtzebuergesch
Currency:	1 Euro = 100 centimes
Telephone code:	+352
Internet country code:	.lu
Power supply:	220V, 50 Hz, Weights and dimensions: kilogram and metre
Public holidays:	New year (1st of January), Easter, Labour Day (1st of May), Ascension Day, Whitsun, National Holiday (23rd of June), Assumption (15th of August), All Saints (1st of November), 1st and 2nd Day of Christmas (25th and 26th of December)

No other European capital can impress as much with its contrasts as Luxembourg does. In over 1000 years of history the city evolved into a prospering metropolis. Centuries of a turbulent and changing history have left their marks on the monumental remains of the fortress. Today people from over 156 nations live together in Luxembourg.

History

The name Luxembourg is derived from the latin Lucilinburhuc later Lützelburg ("lützel", cf. the word "little") and designates an old fortification on the so called "Bockfelsen" in the City of Luxembourg. Today's capital was build around this castle. The country emerged as acounty of the former Holy Roman Empire. Later the Duke of Luxembourg was promoted to Grand Duke by Napoleon Bonaparte. Today the country is the last Grand Duchy in the world and a parliamentary monarchy.

Geography

The Grand Duchy of Luxembourg is situated in the heartland of Western Europe and is divided into two main regions: Oesling in the North and the Guttland (the good land) in the South, taking up 2 thirds of the countries surface.

The old parts of the city down in the valley, Grund, Clausen and Pfaffenthal are contrasted by the modern parts of the city on the Kirchberg plateau.

In the south Luxembourg shares a border of 73 km with France, in the west 188 km with Belgium, and in the east 138 km with the German federal states of Rhineland-Palatinate and the Saarland. After Malta, Luxembourg is the second-smallest state of the European Union and one of the smallest countries worldwide.

Luxembourg and Europe

A founding member of the European Union, Luxembourg had already helped to shape its predecessor, the European Economic Community (EEC). The European Quarter on the Kirchberg plateau is the seat of many institutions and agencies of the European Union, e.g. the European Court of Justice, the European Court of Auditors, the European Investment Bank and parts of the European Parliament. In addition, the Grand Duchy is member of the NATO, the OECD, the United Nations and the Western European Union. Together with Belgium and the Netherlands Luxembourg forms the Benelux states.

Languages

The population is polyglot and cosmopolitan. Over 60% of the 95,000 people living in Luxembourg are foreigners. The language situation in Luxembourg is since 1984 also marked by the three legal official languages: French, German and Luxembourgish (Lëtzebuergesch) a Mosel-Frankish language variation. Luxembourgish is the countries national language and the "language of the heart" of nearly all Luxembourgers.

Since the 19th century French has dominated as an administrative and legal language. In economics, especially in written communication French is used as well as English, and German is mainly a media language. Luxembourgish is used rarely in its written form and is mainly the language for everyday use when Luxembourgers communicate amongst each other.

Education

The educational system in Luxembourg is also trilingual: the first years in primary school "Lëtzebuergesch" is spoken, then the working language changes to German. Finally French is added as a second foreign language. In addition to the three official languages English is also taught. Portugese and Italian, the mother tongue of the two biggest groups of immigrants in Luxembourg, can be chosen, too. Thus, some Luxembourg students pass their final school exams with four foreign languages.

Multi-ethnic population

The local population is multicultural. Population grew in numbers during the 20th century due to immigration from Belgium, France, Germany and especially Italy and Portugal. Today nearly 80,000 people of Portuguese nationality live in Luxembourg.

Living in Luxembourg

Practical information

Public transport

Luxembourg has the benefit of an efficient public transport system. Especially the bus and train network is highly developed. The student transport ticket allows travelling all over the transport network.

Train The CFL (Luxembourg Railways) constantly propose special offers or last minute offers. Pass a weekend in Paris, with the TGV you arrive there in only 2 hours.

Société Nationale des Chemins de Fer Luxembourgeois (CFL)
Main station Luxembourg
11, place de la Gare
L-1616 Luxembourg
Email: av.luxembourg@cfl.lu
Opening hours of the transportation centre: Daily: 5 a.m.-9:30 p.m.
Call Center: Phone +352 / 2489 2489 -1, 6 a.m.-9:45p.m.
www.cfl.lu

Bus Mobilitészentral (Bus and train network)
Main station Luxembourg
Mon-Fri 6 a.m.- 9 p.m., Sat-Sun + holidays 8 a.m.-6 p.m.
Phone: +352 / 2465 2465
(Mon-Fri 6 a.m.- 10 p.m., Sat-Sun + holidays 8 a.m.-2 p.m.)
www.mobiliteit.lu

City Night Bus The "City Night Bus" goes every 15 minutes on three different routes and is free of charge.
Fridays and Saturdays from 9:30 p.m. to 3:30 a.m.
For a timetable see: www.vdl.lu/City+Night+Bus-p-63930.html
Service des autobus
Phone: +352 / 4796 2975
autobus@vdl.lu
www.autobus.lu

For longer distances, even beyond the borders of the Grand Duchy, the bus company Emile Weber offers the bus lines RGTR or AVL. In addition, there are the Nightlife Buses and the Gare Lorraine Express.
www.voyages-weber.lu

Night Rider This flexible night line has no fixed timetable or stops. All seats can be reserved via telephone or internet. Request forms and prices can be found on the internet site. The Night Rider is available all over the country Fridays and Saturdays from 6 p.m. to 5 a.m.

Night Rider Reservation: Phone +352 / 8002 10 10 (free of charge)
Mon-Thu 8 a.m.-8 p.m., Friday and Saturday 8 a.m.-5 a.m.
www.sales-lentz.lu/mobilitaetswelt/nightrider
www.mobiliteit.lu/mobilite/transport-publics/Nightbus/Nightbus.php

Plane The international airport Luxembourg-Findel has now two terminals. The Eurobus No. 16 leaves every 10-15 minutes to the main station.
www.lux-airport.lu

Car The speed limit on Luxembourg motorways is 130 km/h (110 km/h when it is raining), and 90 km/h outside of conurbations and 50 km/h in villages and towns. During rush hours, traffic jams are common and free parking is rare in the capital. However, there are many car parks and Park & Ride possibilities, many of them free of charge in the evenings.

**Bicycle
(Rent a bike)** Vel'oh!
In the capital the "Vel'oh!" bike rental is very popular. Choose a price option and ride as often and as long as you wish. In total there are 54 stations and 250 bikes available 24/7.
Phone: Phone +352 / 800 611 00 (free of charge)
www.veloh.lu

Supermarkets / Shopping malls

Luxembourg City:

City **Delhaize** Gare www.delhaize.lu

5-7 pl. de la Gare

L-1616 Luxembourg

Mon-Thu 6:30 a.m.-8 p.m., Fri 6:30 a.m.-9 p.m.,

Sat 7 a.m.-7 p.m., Sun 7 a.m.-1 p.m.

Proxy Bonnevoie (Delhaize) www.delhaize.lu

Rue Du Cimetiere 46

L-1338 Luxembourg

Mon-Sat 8 a.m.-7 p.m.

Cactus Markt Limpertsberg www.cactus.lu

13-15 av. Pasteur

L-2311 Luxembourg, Luxembourg

Mon-Fri 7:30 a.m.-7 p.m., Sat 7:30 a.m.-6 p.m.

Kirchberg:

Shopping centre/ Super market **Auchan** www.auchan.lu

5 rue Alphonse Weicker

L-2721 Luxembourg

Mon-Thu and Sat 8 a.m.-8 p.m., Fri 8 a.m.-9 p.m.

Esch-sur Alzette:

Super market **Cactus** www.cactus.lu

Cactus Esch/Alzette

route de Luxembourg

L-4222 Esch/Alzette

Mon-Thu 8 a.m.-8 p.m., Fri 9 a.m.-9 p.m., Sat 9 a.m.-8 p.m.

Super market **ALDI** <http://aldi.com>

rue d'Audun, 59

L-4018 Esch-Sur-Alzette

Mon-Fri 8:30 a.m.-7 p.m., Sat 8:30 a.m.-6 p.m.

Walferdange:

Delhaize Walferdange www.delhaize.lu

2, rue des Romains

L-7220 Walferdange

Mon-Thu and Sat 7:30 a.m.-8 p.m., Fri 7:30 a.m.-9 p.m.,

Sun 7:30 a.m.-1 p.m.

Hospitals / Emergency Services

Emergency number 112

Emergency service pharmacies:

www.pharmacie.lu/service_de_garde/et_les_jours_suivants

Centre Hospitalier du Luxembourg www.chl.lu

4, rue Ernest Barblé, L-1210 Luxembourg

Phone: +352 / 44 11 11 or +352 / 45 87 62

Kirchberg Hospital www.chk.lu

9, Rue Edward Steichen, L-2540 Luxembourg

Phone: +352 / 24 68-1 or +352 / 24 68 20 09

Maison médicale Luxembourg-city

59, Rue Michel Welter, L-2730 Luxembourg

Maison médicale Esch-sur-Alzette

70, rue Émile Mayrisch, L-4240 Esch/Alzette

(both 24h medical services but no emergency service)

Mon-Fri 8 p.m.-7 a.m., Sat, Sun + during holidays 8 a.m.-7 a.m.
the following day

Zithaklinik www.zitha.lu

36, rue Sainte Zithe, L-2763 Luxembourg

Phone: +352 / 49 776-1 or +352 / 49 776 590 0

POLICE-Emergency number **113** (for emergencies available 24/7)

Centre d'Intervention Principal de Luxembourg

60, rue Glesener

L-1630 Luxembourg

Phone: +352 4997 4 500

www.police.public.lu

Commissariat de Proximité Ville-Haute

Centre Aldringen

L-1612 Luxembourg

Phone: 24421-200

Mon-Fri 8 a.m.-6 p.m.

Opening hours

Opening hours

Municipal office

The "Bierger Centers" help you to get forms, information or in case of other problems. Use the green number (free of charge hotline) 8 a.m.-12 p.m. and 1 p.m. - 5 p.m.
 Phone: 8002-8002 (in Luxembourg)
 Phone: +352 / 800 8002 8002 (from foreign countries)

Bierger Center Luxembourg City

Centre Emile Hamilius
 26a, bvd Royal, L-2449 Luxembourg
bierger-center@vdl.lu
 Phone: +352 / 4796 2200
 Mon-Fri 8 a.m.-5 p.m.

Opening hours**Biergeramt Esch-sur-Alzette**

Place de l'Hôtel de Ville / Rathausplatz / Town Hall Square
 (Administration Communale)
 L-4002 Esch-sur-Alzette
 Phone: +352 / 54 73 83-777
 Mon-Fri 7 a.m.-6 p.m.

Opening hours**MINISTERE DES AFFAIRES ETRANGERES****Ministry of Foreign Affairs**

Hôtel Saint-Maximin
 5, rue Notre-Dame
 L-2240 Luxembourg
 Tel: +352 / 247-823 00

Direction de l'immigration

12-16, avenue Monterey
 L-2163 Luxembourg
 Service des étrangers
 Phone: +352 / 247-840 40
 Fax: +352 / 22 16 08
 Mon-Fri 8.30 a.m. 11 a.m.

Opening hours**Caisse Nationale de Santé (CNS)**

125, route d'Esch
 L-1471 Luxembourg
 Phone: +352 / 27 57-1
 Email: cns@secu.lu

Centre commun de la sécurité sociale (CCSS)

Office:
 125, route d'Esch
 L-1470 Luxembourg
www.ccss.lu

Opening hours

8 a.m.-4 p.m.
 Post address:

Centre Commun de la Sécurité Sociale

L-2975 Luxembourg
 Phone: +352 / 40141-1

Banks

Most of the c. 150 banks in Luxembourg are open Mon-Fri from 9 a.m. to 12 p.m. and from 2 p.m. to 4:30 p.m. Some do not even close for midday and are open even on Saturdays. ATMs are available 24/7 and nearly all of the hotels, restaurants and shops accept credit cards. In addition, many banks propose interesting student offers with accounts free of charge or credit cards.
<http://www.yellow.lu/annuaire/activites,activites,276>
 (Overview of all banks)

POST**Luxembourg Centre**

25, rue Aldringen, L-2019 Luxembourg
 7 a.m.-7 p.m., Sat 7 a.m.-5 p.m.
www.pt.lu
 Phone: +352 / 4765-4451

Opening hours**Main station**

38, place de la Gare, L-1015 Luxembourg
 6 a.m.-7 p.m., Sat 6 a.m.-12 p.m.
 Phone: +352 / 4088-7610

Opening hours**PostShop Kirchberg (LUXGSM)**

2A, rue Carlo Hemmer (exit Shopping Centre Auchan)
 L-1734 Luxembourg
 Mon-Fri 10-7 p.m., Sat 9 a.m.-6 p.m.
 Phone: 8002 4321

Opening hours

Opening hours

Limpertsberg

53, avenue Pasteur, L-2311 Luxembourg
8 a.m.-12 p.m. and 1:30 p.m.-5 p.m.
Phone: +352 / 46 34 37-31

Esch-Zentrum

On the corner of rue Zénon Bernard / rue Xavier Brasseur
L-4001 Esch-sur-Alzette
7 a.m.-7 p.m., Sat 9 a.m.-6 p.m.
Phone: +352 / 54 24 11 -31

Opening hours

Internet (Wireless)

Eduroam (Education Roaming) offers students and employees of the participating universities free access to the internet on the sites of the participating organisations. If a user has a valid user account at one of the institutions, he can use this account for an access to the net in all other participating institutions. The user gains access via a personal user name and a password or a personal user certificate.

eduroam Luxembourg www.eduroam.lu/fr/FR-part-lu.html

The connection works once configured at all user locations.

Here you find a map with the exact locations in the Grand Duchy of Luxembourg.

Administration: admin@restena.lu

Technology: feedback@eduroam.lu

www.eduroam.lu

HotCity

Since 2007 the city of Luxembourg has offered a wireless access to the internet for its citizens and visitors. Access via:

- Partners in Luxembourg
- or via an access code you can buy
- or via a safe portal where you pay with credit card

The portal HotCity also offers a huge choice of applications concerning the city of Luxembourg. These services are free of charge and are valid for all compatible wireless devices.

www.hotcity.lu

Phone: +352 / 27 11-5000

Email: contact@hotcity.lu

Libraries

Bibliothèque nationale
37 boulevard F.D. Roosevelt,
L-2450 Luxembourg
Phone: +352 / 22 97 55-1

www.bnl.lu

Library: Tue-Fri 10:30 a.m.-6:30 p.m., Sat 9 a.m.-12 p.m.,
Media library: Tue-Fri 10:30 a.m.-6:30 p.m.

Bibliothèque municipale (Cité Bibliothèque)
3, rue du Génistre
L-1623 Luxembourg
Phone: +352 / 4796-2732

Email: bibliotheque@vdl.lu

www.bibnet.lu

Tue - Fri 10 a.m.-7 p.m., Sat 10 a.m.-6 p.m.

Registration: Every adult living in Luxembourg or a neighbouring region for at least three months can register free of charge at the library presenting a valid photo ID.

Event Calendar

www.grrrrr.eu

www.plurio.org

Film: www.streiflichter.plurio.org

Dance: www.letransfrontalier.plurio.org

Tourism

www.luxembourg.lu

www.vdl.lu (City of Luxembourg)

www.ont.lu (National Tourist Office)

www.lcto.lu (Luxembourg City Tourist Office)

www.luxembourg-city-tourism.com

www.luxembourg.public.lu

Sports

The sports offer in Luxembourg is very rich. Take a look at our website or contact one of the providers directly.

Phone: +352 / 4796-1

Email: admcommunale@vdl.lu

www.uni.lu // Students // Culture & Sports // Culture

**For further
Information**

Service des sports - Ville de Luxembourg
5, rue de l'Abattoir
L-1111 Luxembourg
Phone: +352 / 4796 4400

Email: sports@vdl.lu

[www.vdl.lu/ Culture & Sports / Sports for everybody](http://www.vdl.lu/Culture%20%26%20Sports/Sports%20for%20everybody)

D'Coque-Centre National Sportif et Culturel
2, rue Léon Hengen
L-1745 Luxembourg
www.coque.lu

"Badanstalt" aquatic relaxation centre
12 Rue des Bains
L-1212 Luxembourg
Phone: +352 / 47 96 2550

Opening hours

Tue-Fri 8 a.m.-9:30 p.m., Sat 8 a.m.-8 p.m., Sun 8 a.m.-12 p.m.
<http://www.vdl.lu/Badanstalt-p-64192.html>

Piscine municipale Bonnevoie (swimming pool + sauna)
30, rue Sigismond
L-2537 Luxembourg
Phone: +352 / 4796 3471
http://www.vdl.lu/Piscine_Bonnevoie.html

Skate Park Hollerich
Rue de l'Abattoir
L-1511 Luxembourg
Phone: +352 / 44 83 47

Opening hours

Mon-Thu 11 a.m.-10 p.m., Fri-Sat 11 a.m.-11 p.m., Sun 11 a.m.-8 p.m.
<http://www.skatepark.lu/2010/04/indoor-skatepark-hollerich>

Ice Rink Kockelscheuer
42, route de Bettembourg
L-1899 Luxembourg
Phone: +352 / 46 74 65

Opening hours

Mon 4 p.m.-10 p.m., Tue-Thu 12 p.m.-10 p.m., Fri 12 p.m.-11 p.m.,
Sat-Sun 10 a.m.-11 p.m.
<http://www.vdl.lu/Patinoire.html>

**LËTZEBUERGESCH for beginners
(5-minute language course)**

Luxembourgish	English
moien	Good morning, good day
äddi	Goodbye/bye
wann ech gelift	please
(Villmols) merci	(Many) thanks
Lëtzebuerg	Luxembourg
jo	yes
neen	no
Pardon	excuse me
Entschëllegt mech	I am sorry
Wéi geet et ?	How are you ?
tiptop	ok / super
Net sou gutt	Not so good
Wéivill Auer ass et ?	What time is it, please ?
Schwätzt Dir och ...	Do you also speak...
... Däitsch ?, Franséisch ?, Englesch ?	German ? French ? English ?
Wéi heechs du ? Waat as däin Numm ?	Who are you ? What's your name ?
Mäi Numm ass / Ech heeschen ...	My name is... I am...
Vu wou kënns du ?	Where do you come from ?
Ech komme vun / aus...(City/Country)	I come from...
Wou wunns du ?	Where do you live ?
Ech wunnen zu...(City)	I live in... (City)

Méindeg - Dënschdeg - Mëttwoch - Donneschdeg - Freideg - Samschdeg - Sonndeg
Monday - Tuesday - Wednesday - Thursday - Friday - Saturday - Sunday

Important contact addresses at the University of Luxembourg

Marie-Anne HEYER

(Incoming students / Campus Europae Coordinator)
Service des Études et de la vie Étudiante – SEVE Mobilité
Phone: +352 / 46 66 44-6682, Fax: +352 / 46 66 44-6760
Email: marie-anne.heyer@uni.lu, seve.mobility@uni.lu
Campus Limpertsberg, Room BRA 1.02
Mon-Fri 1:30 p.m.-4 p.m.

Opening hours

Campus Kirchberg

Faculty of Science, Technology and Communication (FSTC)
6, rue Coudenhove-Kalergi
L-1359 Luxembourg-Kirchberg
Phone: +352 / 46 66 44-5000

Campus Limpertsberg + Research Building A & B

Faculty of Law, Economics and Finance (FDEF)
162a, avenue de la Faiënerie
L-1511 Luxembourg-Limpertsberg
Research Building C
148, avenue de la Faiënerie
L-1511 Luxembourg-Limpertsberg

Campus Walferdange

Faculty of Language and Literature, Humanities, Arts and Education (FLSHASE)
Route de Diekirch, BP2
L-7220 Walferdange
Phone: +352 / 46 66 44-9000

Luxembourg School of Finance

Building K2

(Master in Banking and Finance)

Faculty of Law, Economics and Finance

(FDEF)

4, rue Albert Borschette

L-1246 Luxembourg

Phone: +352 / 46 66 44-6307 / -6335

Fax: +352 / 46 66 44-6835

www.lsf.lu

Luxembourg Business Academy

(Master in Entrepreneurship and Innovation)

Faculty of Law, Economics and Finance

(FDEF)

2b, rue Albert Borschette

L-1246 Luxembourg

Phone: +352 / 46 66 44-6838

Email: benjamin.ledran@uni.lu

Notes

This image shows a single sheet of white paper with horizontal blue ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

Notes

This image shows a full page of blank, lined paper. It features approximately 28 evenly spaced horizontal blue lines across its entire surface. The paper is otherwise completely empty, with no margins, text, or other markings.

SERVICE DES ÉTUDES ET DE LA VIE ÉTUDIANTE

University of Luxembourg
SEVE Mobilité Incoming
Campus Limpertsberg
162a avenue de la Faïencerie
L-1511 Luxembourg

T. +352 / 46 66 44-6082
incoming@uni.lu

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