

## Administration Forms for Employees

Information from Administration is clearly laid out on the website, where there is an Administration ABC and FAQ section, as well as a list of all the forms you will need. Administration also provides information on internal news and instructions. Procedures and contacts are also listed.



If you plan on going on a business trip, please inform your supervisor and fill out the form (QR-code). Please submit your request to the management of the ZSK at least two weeks prior to the departure.

## Holidays and Sick Leave.

Every employee has a holiday card, which is administered by the management. Please always consult your holidays with your supervisor in advance. The number of your holiday days depends on your weekly working hours. Also consider that the UR is closed over Christmas.

In case of sickness please immediately inform the secretary of the management board (Tel 0941943-2412), as well as your faculty secretary.

## Regulations for the Degrees

All important legal information relating to doctoral studies is summarised in the Doctoral Regulations. Every doctoral student should be familiar with these regulations. The Supervision Agreement should also be submitted at the beginning of the doctoral programme, so that the doctoral student has two supervisors for the duration of the doctoral programme.



## IT-Support

Florian Gold and Benni Ngo (Mathematics)  
Vanessa Brandwirth and Richard Mairinger (SFB 1085)

## Faculty Administration

**Head:** Kerstin Eßberger

**Administrative Employees:** Markus Butz, Sandra Hofbauer, Bettina Sennebogen

**Degree Program Coordinator:** Dr. Catharina Würth

**Secretary of the Examination Office:** Natalie Laffert

**Secretaries:** Rosina Bonn, Brigitte Eichenseher, Theresa Kolter, Andrea Kotzulla, Saskia Lindenberg, Brigitte Lindner, Claudia Weigert

**Coordinator SFB 1085:** Birgit Tiefenbach

**Coordinator of the RTG in the SFB 1085:** Dr. Katrin Henkel

## Room Keys

To get a key for your office, you have to go to the Key Administration Office in the Verwaltungsgebäude. Have some money prepared on your Mensa card in case you have to pay Pfand.



## Guide to Help and Advice



The University of Regensburg offers a wide range of institutions, departments and counselling services to help you find the right contact person for your needs. These are summarised in a help guide, which can be accessed via the QR code.

## Impressum

**Herausgeber:** Universität Regensburg, Fakultät Mathematik, SFB 1085, Dr. Katrin Henkel

**Fotos:** Titelseite: Universität Regensburg, Annika Schuppe, Innenseite 1: Universität Regensburg, Margit Scheid, Innenseite 3: Universität Regensburg, Matthias Weich.

**Gestaltung:** Dr. Katrin Henkel

**Druck:** Druckzentrum am Rechenzentrum der Universität.

© Universität Regensburg (Fakultät Mathematik, SFB 1085, Dr. Katrin Henkel, Version 1), 2024.

# Welcome to Mathematics

Information about the UR for  
International PostDocs  
& PhD Students



Universität Regensburg  
FAKULTÄT FÜR MATHEMATIK

## University

20.000 Students

12 Faculties



Universität Regensburg, Antonia Pröls

## Faculty of Mathematics

With focus on Arithmetic Geometry, Global Analysis and Geometry and Applied Analysis, Regensburg has a very strong research reputation and a high visibility through international conferences, workshops and guest lectures every year. Funded by the DFG (German Science Foundation) are a CRC in Higher Invariants: Interactions between Arithmetic Geometry and Global Analysis and a RTG Interfaces, Complex Structures, and Singular Limits. This involves a large number of PhD students and postdocs and provides many interesting advanced lectures and workshops. For more information visit the website via the QR code below.



### Events and Courses

- Weekly schedule of the faculty
- Commented Course Catalog
- CRC 1085 „Higher Invariants“
- RTG 2339 „Interfaces, Complex Structures, and Singular Limits“

## Language Center (ZSK)

The Center of Language and Communication offers various language courses that you can take. Apart from learning German, you can also take part in communication and speech trainings and special academic writing workshops. Additionally, you can request a one-to-one consultation with a trained writer to help you write your paper.



## Welcome Center

The Welcome Center assists international researchers and PhD students in a variety of ways. From simple things like answering questions and assisting in searching for an accommodation, they will also help you with more complicated matters, like bureaucracy and help in regards to visas and residence permits.

Never hesitate to ask for help, we are happy to assist you!

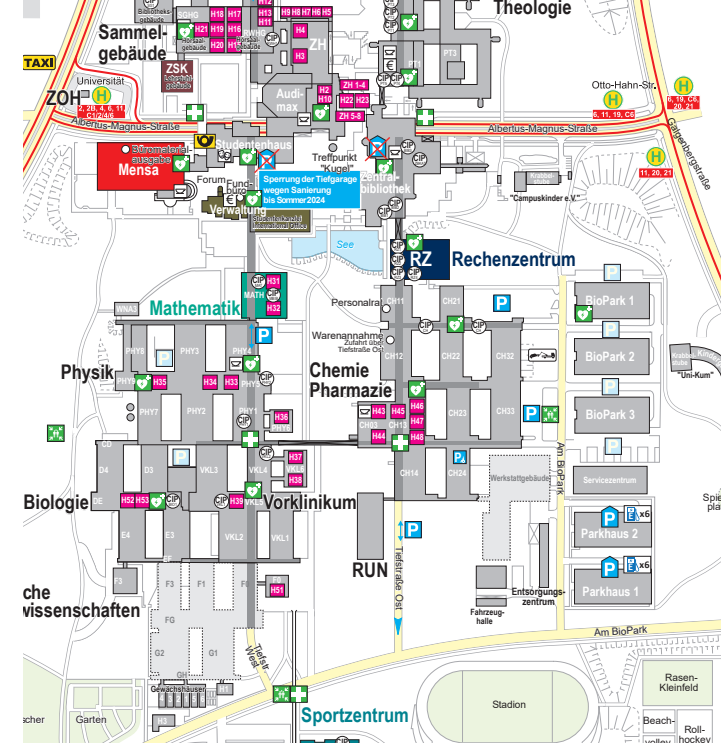


## Equality & Diversity

The University and Faculty Representatives for Equal Opportunities for Women in Science and the Arts are committed to improving equal opportunities and the compatibility of family and career. Prof. Dr. Treskow, Prof. Dr. Banas and Prof. Dr. Leimgruber are our University Representatives. Our faculty representatives for mathematics are PD Dr. Anca Matic and Julian Blawid. There also exists a talent group to support young female students.

## Studentcard and Mensacard

Your Student ID Card at the University also doubles as a debit card. With it you can visit the mensa, loan books at the library and enjoy discounts at various places in the city. As an employee, you can obtain a Mensacard from the service office in the UR Mensa building, side entrance, room U056 (Mrs Kappeller, Phone: 0049 (0) 941 / 943-3222). You can top up your account at our mensa card machines or at the service office. You cannot load money in cash onto your card at the cash counter and you cannot pay directly with cash!



<https://www.uni-regensburg.de/assets/kontakt/dokumente/campus-en.pdf>

## Computer Center

At the computer centre you can borrow a Laptop or PC for your studies as well as additional hardware. Feel free to contact them if you ever have any technical troubles.

**Servicedesk Phone:**  
0049 (0)941 943-5555  
[servicedesk@ur.de](mailto:servicedesk@ur.de)



Universität Regensburg, Matthias Weich

## Sports Center

The Sports Center offers a wide array of sports and activities you can participate in if you ever need a break. Keep an eye out for health seminars and check out the many facilities.