

Registration for incoming researchers

The Welcome Office at the Helmut Schmidt University/ University of the Federal Armed Forces Hamburg supports incoming researchers in all non-academic questions regarding their stay in Hamburg. If you wish to use our services, please fill out this form and send it to: welcome@hsu-hh.de

Personal and Contact Data

Your data enables us to offer efficient support and communicate on your behalf with other offices

Last name (family name)			
First name (given name)			
Permanent e-mail address			
Date of birth (day/month/year)		Gender (m/f/d)	
Citizenship(s)		Current country of residence	

Home university	City	Country
Academic status/position at home univ. (e.g. Professor, Postdoc, PhD student)		
Postal address at home university (Please write the address as it should appear on a mailing envelope)		

Host institution at HSU/UniBw H

Information about your host chair/institution enables us to prepare your stay in close cooperation with your hosts

Host institute at HSU	
Host professor	
E-mail address of host	
Additional contact person at HSU	
E-mail address of additional contact	

General information

Knowledge of German language	<input type="checkbox"/>	yes	<input type="checkbox"/>	no	Previous research stay in Germany	<input type="checkbox"/>	yes	<input type="checkbox"/>	no
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Your stay at HSU/ UniBw H

Correct data regarding your planned arrival and departure allows us to offer efficient support in immigration matters and finding accommodation

Planned arrival date (Day/month/year)		Planned departure date (Day/month/year)	
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Academic status HSU/ UniBw H

PhD student	Professor	Guest Professor
Postdoc	Research fellow	other

Accommodation

Are you interested in on-campus accommodation? Only possible subject to availability.

yes no

Financing your stay

How will you finance your stay at HSU/UniBw H?

☐ Contract/Employment ☐ Paid sabbatical other (please specify)
☐ Scholarship/Fellowship ☐ Personal funds _____

If you're financing your stay by scholarship/fellowship, please indicate the funding agency:

Accompanying family

If your family is accompanying you during your stay at HSU/ UniBw H, please provide the following information about your family members so that we can offer the required services.

Will your spouse accompany you?	yes	no
Will any of your children accompany you?	yes	no

Privacy policy:

The Welcome Office processes my data for the purpose of supporting visiting scholars within the scope of the services offered and for statistical analyses. The provision of my data is voluntary. There is no legal or contractual obligation on my part to provide the data. Failure to provide consent will mean that no support services can be provided by the Welcome Office. I have the right to withdraw my consent at any time with effect for the future. This does not affect the lawfulness of the processing up to the point of revocation.

I have taken note of the information on data protection (link) and agree to it.

Date

Printed Name

Signature