



OISE Heidelberg

Guten Tag und Herzlich Willkommen!

We have put together some information to help you prepare for your stay. Please take time to read this booklet carefully. Should you require any further information, please do not hesitate to ask the OISE team, who will be happy to help.

The school

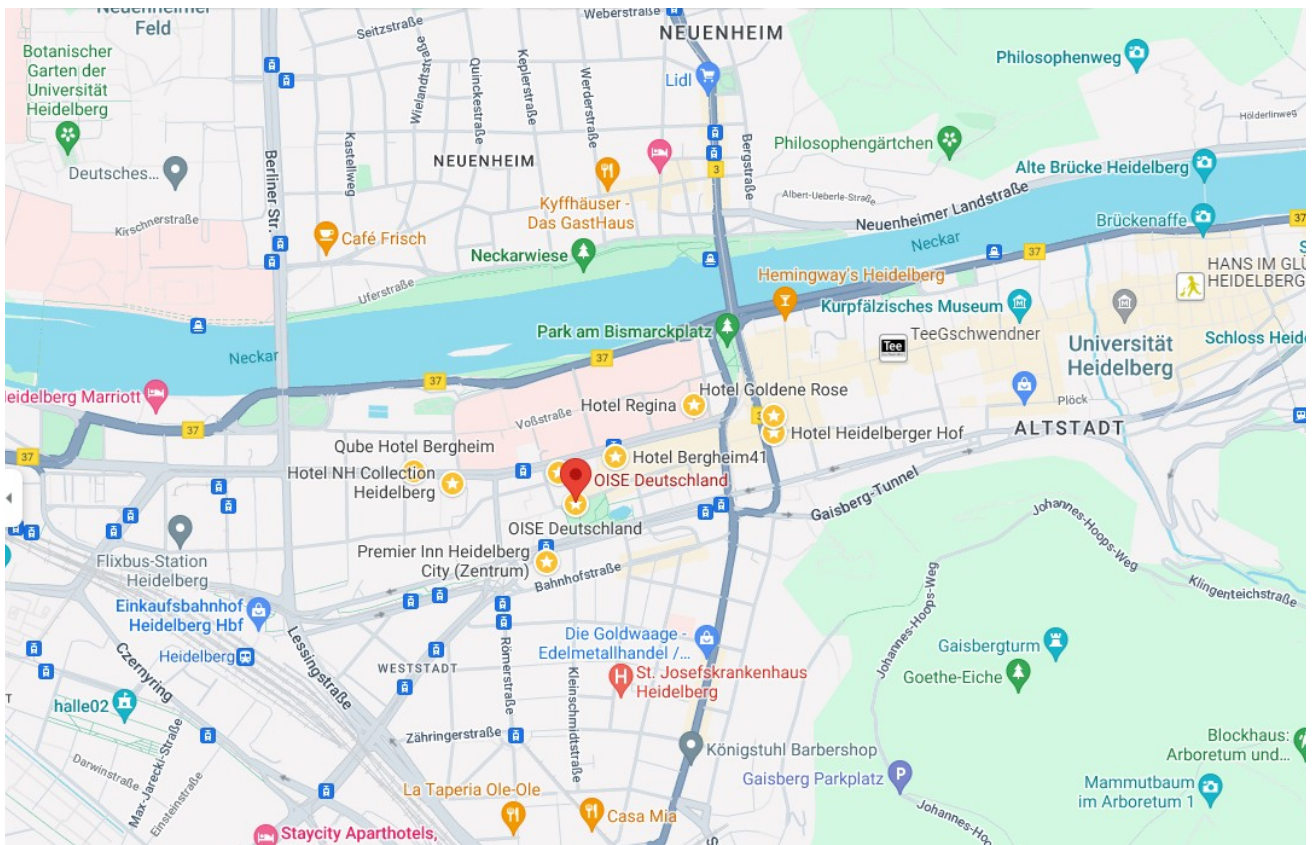
OISE Heidelberg

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The travel

Arrival and departure

We are happy to help you with your travel arrangements. Arrivals take place on Sunday before the course starts between 17 and 20h; departures are on Saturday until 12h.

The journey to Heidelberg can be made via Frankfurt Airport or the railway stations of Mannheim or Heidelberg. The airport and stations are well connected to the local transport system.

shuttle bus Frankfurt Airport – Heidelberg: frankfurt-airport-shuttles.de
train: www.bahn.com

If you need a taxi transfer from the airport or the railway station we provide contact details of a local taxi service so that you can arrange a personal taxi meeting service directly with the taxi provider.

Don't forget ...

- Passport, ID card and/or visa (if necessary)
- Bank card and cash
- Copy of vaccination certificate
- Medication (if necessary)
- Charger and adapter for electronic devices (mobile phone, laptop...)

Before the course and the first day

Before your course start you will receive a welcome letter with detailed information for the first day.

Usually your first day starts at 8:45 am with a welcoming of the new students. At school you will receive a folder which contains your timetable and course materials. The OISE staff will explain the daily routine, present the leisure activities and answer any questions.

After the welcoming the classes start. The teaching staff knows your placement test and needs analysis, which you have sent in prior to the course, so the class can start straight away.

Depending on the course programme you chose, your daily routine at school will consist of Tutorials (1:1) or group lessons. The small groups are formed according to their language level.

The teachers of OISE are native speakers or have the language level of a native speaker. They are all trained in teaching German and are able to adapt to the personal needs of each student and help them improving their language skills.

We strongly recommend you to try and speak only German during your stay. Even with other students of your language present or if you speak more than one language, you should use the opportunity to dive into German completely.

The programme

The timetable of the Tutorial Programmes:

The Tutorial™ Programmes are specifically tailored to your needs. You work with different tutors throughout the day, who adapt the style and pace of their pedagogical approach. Learning materials are selected specifically; some students choose to bring documents used often in their place of work or study in order to tackle the linguistic challenges they are confronted with in their day-to-day life.

Sample timetable

	Tutorial 15	Tutorial 20	Tutorial 25	Tutorial 30
08.45-09.00	News review	News review	News review	News review
09.00-10.30	Tutorial until 10 am	Tutorial	Tutorial	Tutorial
10.45-11.15	Preparation	Preparation	Preparation	Preparation
11.15-12.45	Tutorial until 12.15 pm	Tutorial	Tutorial	Tutorial
13.45-14.45	Tutorial	Tutorial	Tutorial	Tutorial until 15.15 pm
15.00-16.00	Self Study	Self Study	Tutorial	Tutorial 15.30-17.00 pm

The leisure activities

OISE organises cultural leisure activities for adult students twice a week. Usually the activities take place on Tuesdays and Thursdays after classes (approx. from 5pm to 7pm). There is also an excursion on Saturday for students who stay longer than a week. Students who want to participate can discover nearby towns like Speyer, Schwetzingen, Mannheim, Karlsruhe, Frankfurt or Stuttgart.

The leisure programme will be presented on Mondays. Students who want to participate have to sign up for the activity. A list of participants is posted on the white notice board in the school. An OISE leisure staff member meets the students at the meeting point and accompanies them throughout the activity.

Examples for leisure activities are: visiting the castle and the old town of Heidelberg, the Philosophenweg, going Bowling or playing Billiard, going to a traditional German restaurant, visit to a museum, going to the cinema or theatre...

Of course, you can spend your free time in any way you like. For suggestions you can ask for the leisure flyer in school. There you will find a list of sights and cultural events in Heidelberg. If you have any questions, the OISE staff is happy to help.

The accommodation

Our host families are diverse: couples with and without children, singles with and without children or pensioners. We ensure that our high standard is maintained in all host family accommodations. The homes are comfortable and clean, the host families welcoming and interested in having guests and helping them improving their language skills. They are part of the German middle class and might be from a different cultural background but speak German at home.

You will receive information on your host family and their contact details at the latest one week before your arrival. This gives you enough time to inform them of your arrival details and to introduce yourself briefly via an e-mail or a phone call.

Your room at your host family is a single room. On special request it is possible to have a bathroom for yourself. The host family offers you half-board meals.

Your host family provides you with bed linens and towels. If you stay longer than one week, there is the opportunity to have your laundry done at your host's. Please ask your host family about this and when they usually do their laundry.

Your host family will explain how to get to school. The distance between the host family and the school is 20-45 minutes by public transport. The school staff will be happy to help you find the convenient bus/tram pass for your stay.

If you stay in a hotel or private accommodation we are happy to assist if you have any questions or need help.

Some helpful information

Public transports

The easiest way to travel around Heidelberg is by tram and bus. The tram/bus company is RNV. You need a pass before take the bus or tram. Tram/bus passes can be bought at most of the bus/tram stops or from the "Mobilitätszentrale" (Kurfürsten-Anlage 62, 69115 Heidelberg), as well as at some kiosks (Kiosk Thoma, Am Bismarckplatz 1, 69115 Heidelberg) or online.

Timetables, prices and tickets can be found on these websites:

www.vrn.de

www.rnv-online.de

Shops / banks

Supermarkets are usually open from 8.00 – 21.00h.

Other shops are usually open from 9.30 to 20.00h

Banks are open from 9.00 – 12.30h and from 14.00-16.00h, on Thursday until 18.00h.

On Sunday all shops are closed.

Important phone numbers

112 Europe-wide emergency number

110 Police

After the course

You will receive a course certificate with an individual evaluation of your skills within the two months after your course stay. Please contact OISE if you haven't received it.

It's important to use your German skills after the OISE stay. We recommend to read books, newspaper and to follow the German news.

- Use the media: Deutsche Welle, die Welt, Süddeutsche Zeitung or Frankfurter Allgemeine Zeitung, the website of the TV channels ARD and ZDF with various videos, films and series.
- Listen to podcasts, interviews and debates: Deutschlandfunk has an interesting offer of cultural and political debates
- Watch films and series in German.

Wir wünschen Ihnen eine lernintensive Zeit mit OISE!