

"First steps at GSI" for guest coming to GSI

1) VISA to Germany and work permission at GSI

Contact Mrs. Engel

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Department: Personal- und Sozialwesen

Location: SB2 2.233 (near canteen)

E-Mail: S.Engel@gsi.de

During absence of Mrs. Engel, Mr. Schneider is filling in

Phone: +49-6159-71 2620

Department: Personal- und Sozialwesen

Location: SB2 2.234 (near canteen)

E-Mail: [F. Schneider@gsi.de](mailto:F.Schneider@gsi.de)

2) Entry permission to GSI:

In order to enter GSI one needs entry permission which is checked at the entrance:

In order to get one contact the secretary of your host department (e.g. KPI, KPII, AP etc)

PRIOR to your arrival at GSI.

3) Insurances

Health insurance - can be bought at GSI on a daily basis

Liability insurance - can be bought at GSI on a daily basis

For details contact the GSI guest-office

4) Lodging at GSI

GSI lodging facilities:

a) GSI guest-rooms can be booked for maximal half a year. There are 3 guesthouses: GSI-on-site, Steinhaus and dormitories near Steinhaus (Messeler Parkstrasse 121). The GSI on-site hotel is mainly dedicated for beam-time users (they have priority).

Reservation only via e-mail to guest-office@gsi.de with cc to the secretary of the host department or via web interface:

http://www.gsi.de/informationen/users/wohnen/guesthouse-resv_e.php

In case of any changes in your travel plans please contact the guest-office instantly to make sure that rooms can be given to other guests.

Prices:

http://www.gsi.de/informationen/users/wohnen/06_pricelist.pdf

b) For longer stays the GSI guest office can help to rent a flat. Users have to register in the GSI guest-office to a dedicated mailing-list, which is used to distribute actual offers.

5) Computer access:

a) In order to get a computer account at the GSI computer facilities follow the procedure explained in the web:

http://www.gsi.de/informationen/wti/it/service/benutzer_account.html

b) WLAN access: available at GSI and in the GSI on-site Guesthouse

6) How to reach GSI

Taxi: Top Transfer
mail to: toptransfer@t-online.de
phone: +6150-86066
+6150-84443

For descriptions how to reach GSI by Car, plane or train please check:

http://www.gsi.de/informationen/users/verkehr/index_e.html

More general information is given under:

http://www.gsi.de/informationen/users/index_e.html

A detailed brochure with information is also available from the departments' secretaries and at the guest-office.

Discussed with: Christine Haste
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The UEC

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