

AStA Universität Paderborn - Warburger Str. 100 - 33098 Paderborn

48. Studierendenparlament der Universität Paderborn  
Warburger Str. 100  
33098 Paderborn  
Deutschland

Datum  
29.04.2020

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## Tätigkeitsbericht Referat Internationales

Sehr geehrte Parlamentarierinnen und Kommilitoninnen,  
Im Folgenden möchte ich Ihnen meine Tätigkeiten des letzten Monats vorstellen.

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➤ Office Hours:

Regular office hours weekly (until all shut down due to Coronavirus, happening online where possible and meeting where necessary) to solve the problems of international students and to facilitate them in various ways. Every student is welcome no matter German or international to avail support regarding any problems or information or coordination needed. Gather all problems in these hours, and work on solving them the whole week. However, available on call and via e-mail and still providing services.

➤ Problems due to Coronavirus:

- Flights cancelled at the last moment, majority of new incoming international students were not able to reach Paderborn, reserved rooms were to be paid rent.
- Trying to answer their technical queries related to policies due to Corona.

- International students who arrived, sorting out their initial settling without coming to them in physical contact.
- Online O-phase in chunks (webinars).
- Matriculation deadline extended, happening without physical contact.
- Students who matriculated through our online matriculation support process and didn't arrived and don't know until when they will arrive, sorting out their deadlines and further legalities.
- Difficult for new comers to understand systems of working, making it easy through webinars

➤ Webinars:

This time as everything could only work online, sorting out things and problems through online webinar sessions for new incoming international students. That is the thing which they need most at this time, a point of contact and feeding respective information.

➤ Co-ordinating with departments:

To clarify certain policies and to sort of certain problems for new students who joined from SS-2020, coordinating with certain department administrations to smoothen the procedures and to solve the issues.

➤ Miscellaneous:

Many other things including issuing certificates and other letters to scholarship holders and other types of students and coordinating among partner organizations.

Freundliche Grüße ,

**Azharuddin Kazi**  
**Referent für Internationales**  
**AStA Uni Paderborn**