

## **Studying in Germany: A Practical Guide**

For students enrolled in or planning to apply for the **Master's Program in Music Research and Music Education: Jewish Music Studies**

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# 1. Study Plan Overview - Master's Program in Music Research and Music Education: Jewish Music Studies

Before arriving, it will be beneficial to familiarize yourself with the curriculum of your study program. Below is a basic outline of the program goals, along with a table delineating the requirements and the credit points earned per semester. Please note: there will be some flexibility regarding course selection in certain areas, while areas are comprised of core courses. For more details, please consult the complete student manual or get in touch with staff at the university.

**Regular course length:** 4 semesters

**Course leading to** the degree of Master of Arts

The Master's degree course in Music Research and Music Education develops **intensive knowledge in the field of music studies**. The course of study is comprised of both research-based and taught components, **bringing together academic excellence, orientation towards real practice, as well as the establishment of an individual profile**. Our graduates can go on to take on responsibility in management positions in a variety of areas of academic and cultural life, with equal degrees of creativity and flexibility.

The **Master's in Music Research and Music Education** with the focus subject **Jewish Music Studies** explores questions of academic and practical significance in order to broaden students' understanding of Jewish music and their ability to engage with it in academic contexts and, more broadly in the academic world at large. Some significant questions to be critically explored in the study program include:

How was and is Jewish music integrated into different cultures, situations and contexts in the past and in current times?

What are the many ways in which Jewish music is/has been represented in texts, images and through other mediums and concepts that are constantly being recreated and renegotiated?

How is Jewish music transmitted, transformed and interpreted?

The focus subject aims to convey a thorough knowledge of the practice and the results of historical and current research into Jewish music. At the same time, it enhances students' skills in working independently on musicological and ethnomusicological topics in Jewish music. Another important component of the Master's is developing the ability to create concepts, organise approaches and projects, implement ideas and realize artistic-academic projects on Jewish music and other related aspects.

No.	Module	LV	SWS <sup>1</sup>	Credit points per semester:				LP
				1.	2.	3.	4.	
1	<b>Jewish Music Studies: Core Area</b>	S	2	6	6			12
2	<b>Jewish Music Studies: Theory and Method</b>	S	2	6	6			12
3	<b>Deepening the Knowledge Base in Jewish Music Studies</b>	S	2			6		6
4	<b>Interdisciplinary Module</b>							12
4.1	Practice as Research (PaR)	Ü	2		3			
4.2	Research Project	P	-			9		
<b>Interdisciplinary Key Competences</b>								4
5	5.1 Methods	V	2	2				2
	5.2 Academic Presentation Techniques	S/V	2		2			2
6	<b>Project Work I</b>	P/KQ	2			6		6
<b>Master's Thesis:</b>								32
7	7.1 Written Master's Thesis (including oral defence)	Individual study					30	30
	7.2 Colloquium	KQ	2				2	2
<b>Module Group: Specialization (Module 8-10)</b>								
<b>Supplementary Subject:</b>								12
8	8.1 Historical Musicology	S	2	6	6			12
	8.2 Systematic Musicology							
	8.3 Ethnomusicology							
	8.4 Music Pedagogy							
	8.6 Music and Gender							
	8.7 Music and Media							
<b>Project Work II</b>								6
9	9.1 Historical Musicology	P	2				6	6
	9.2 Systematic Musicology							
	9.3 Ethnomusicology							
	9.4 Music Pedagogy							
	9.5 Not applicable to this main subject							
	9.6 Music and Gender							
	9.7 Music and Media							
10	<b>Profiling Module: at the HMTMH or a partner institution</b>	var.	var.	6	6	6		18
<b>Amounts LP</b>				<b>29</b>	<b>26</b>	<b>33</b>	<b>32</b>	<b>120</b>

<sup>1</sup> The indication under SWS refers to the duration of the course.

## Studying in Germany: A Practical Guide

The full overview of your academic plan can be found here:

[https://www.ezjm.hmtm-hannover.de/fileadmin/www.ezjm/PDFs/Studyplan\\_Jewish-Music-Studies.pdf](https://www.ezjm.hmtm-hannover.de/fileadmin/www.ezjm/PDFs/Studyplan_Jewish-Music-Studies.pdf)

For further specifics about your study plan, please contact your designated contact at the EZJM. If unsure, please contact the secretary Ms. Ibold at the general number to see who can best advise you.

For further general details on your study plan, you can contact the office of for study plans and examinations at the HMTMH (since this office operates largely in German, please contact the international office should you require someone to translate):

### **Daniela John**

Student Administration Examination office for teacher training courses, music research and music education, music application, artistic training (diploma), artistic training supplementary course (diploma), chairperson of the staff council

Hanover University of Music, Drama and Media

Neues Haus 1, 30175 Hannover

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Office Hours: Tues, Thurs, Fri 09:30-12:00, Tues, Thurs 14:00-15:30, and by appointment

### **Brigitte Obermeier**

Student Administration Examination office, conducting, children's and youth choir direction, church music, composition, music theory, opera / singing (diploma)

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Office Hours: Mon, Tues, Thurs 09:30-12:00, Tues, Thurs 14:00-15:30, and by appointment

Studying abroad in Germany is an exciting opportunity, but the first days in the country can be challenging for newcomers. This brochure is an informal guide aimed at supporting you during your first few weeks in Hanover, identifying a few things that you must do before you can start your studies and your new life in Germany.

## 2. Registering

Very important: everyone residing legally in Germany, for however long, must register his or her address at local authorities. The registration of your address of residence **must be done within 2 weeks following your arrival in Germany**. You must apply in person.

The documents required for registering your address of residence in Germany include the following, but please check with the office in case any additional information is required:

- **Proof of Identity (ID or a valid passport)**
- **Residence permit or Visa**
- **Signed registration form**
- **Notarized rent contract (if staying in temporary accommodation, then submit a record of this)**
- **Marriage certificate (if you're married)**

You must register within two weeks either at the foreigners' registration office (Ausländerbehörde) or at the residents' registration office (Bürgeramt). You should provide the authorities with a permanent address. However, if you have not yet found a steady place to live yet, you must name a temporary address. When you move, you always have to inform the department/office of your new address. If you live **within the city of Hanover**, please contact the following office to register:

**Ausländerbehörde der Landeshauptstadt Hannover**  
**(Foreigners Department of the Hanover City Council)**

**Leinstraße 14**  
**30159 Hannover**

Please note: rules about registration are quite strict and if you do not respect the time limit on registration, you might incur a fine or even be deported back to your home country. Therefore, registering your address should be a priority from the first day you land in Germany.

### 3. Visas and Residence Permits

Citizens of the EU, Iceland, Liechtenstein, Norway and Switzerland only need a valid ID card or comparable document to enter the country. As soon as you have found accommodation, you should make an appointment with the Einwohnermeldeamt, or residents' registration office, in your university town, where a document stating your right to remain can be issued to you.

If you come from: Australia, Canada, Israel, Japan, New Zealand, South Korea or the United States you can enter Germany without needing a visa. If you then need to stay in the country for more than three months, you should apply within Germany for your residence permit. Similar rules apply to students from Andorra, Brazil, El Salvador, Honduras, Monaco and San Marino. They may enter without a visa if they do not intend to work in Germany. In any case, you always should visit a German embassy in your home country before traveling to Germany to make sure that you are aware of all requirements.

If you come from the European Union, the European Economic Area or Switzerland, then you do not need a residence permit, but often you have to provide proof of health insurance and proof of financial resources in order to register with the residents' registration office. In that case, the residents' registration office will give you a confirmation of your right of residence when you register there for your place of residence.

If you do NOT come from the European Union, the European Economic Area or Switzerland and you would like to study in Germany for **more than 90 days**, you also have to go to the foreigners' registration office in the city where you are studying. You have to apply for your residence permit at the foreigners' registration office of the city where you are studying within the **first three months**.

## Documents required for the residence permit:

You apply for your residence permit at the foreigners' registration office. You have to go to the foreigners' registration office in person to get a residence permit. You will need the following documents:

- A valid passport, with visa (if you have one)
- your registration confirmation from the residents' registration office,  
Your proof of health insurance  
the certificate of matriculation/certificate of enrolment from your German university,
- money for the fee (€110)
- you may have to provide:  
proof of financial resources
  - a health certificate
  - your tenancy agreement
  - (biometric) passport photos.

**Tip:** It is best to take all of the documents you have, even if they may not be required. If any documents are missing, you may have to arrange a new appointment. The residence permit is issued in the form of a an “electronic residence title“ (elektronischer Aufenthaltstitel). It is a card with an integrated chip that holds certain data, such as your passport photo and your fingerprints. You can pick up your residence permit in person from the foreigners' registration office after a 4 to 6 week processing period. The permit is usually valid for at least one year and no more than two years, but it can be extended. The extension depends on your studies progressing “regularly“ (meaning you should stay within the standard period of study). You need documentation from your university to show this. It is important to apply for a permit extension before your current residence permit expires.

## Fees for the residence permit:

When you first apply, you have to pay a fee of up to €110. The extension costs up to €100.



## 4. Accommodation

### Finding Accommodation:

**Renting a flat** will likely take up the largest portion of your monthly expenditures. You have several accommodation options for which the rental prices vary. Depending on the type of accommodation you choose and the area of the city in which you live, you will likely pay between 210 and 360 euros per month for accommodation if you are looking for a single-occupancy place.

Different types of rental options include:

- **Private Apartments:** This is your best choice if you have a family, or prefer your own space. These will be rented from a landlord. Important: apartments are often just an empty space and do not necessarily include: kitchen sink or appliances; light bulbs or fixtures; cupboards; shower-heads, curtain rails. Therefore it is important to check what is included before you move in so that you can adequately prepare.
- **Shared Accommodation (WG – Wohngemeinschaft):** If you are just looking for a room in a flat (or house) and to keep costs down this is a good option. It's often the option of many native Germans.
- **Student Accommodation:** great option if available, especially if a WG is a little out of your price range.
- **Temporary Accommodation:** AirBnB, Hostels, Hotels, Bed and Breakfast and so on. Great if you are just trying out a new area, or need an interim place to sleep.

If you are on a tight budget, it is a good idea to look into taking a room in shared student accommodation or in a student residence hall. Here are a list of the student resident halls in Hanover: <https://www.study-in-germany.de/en/plan-your-stay/accommodation/dormitoryfinder/?town=23&university=191&sortfield=name&action=searchresultdata&page=1&lang=en>

Here are some useful sites for searching for an apartment: [www.wg-suche.de](http://www.wg-suche.de), [www.immobilienscout24.de](http://www.immobilienscout24.de), [www.immonet.de](http://www.immonet.de), [www.studenten-wohnung.de](http://www.studenten-wohnung.de)

## 5. Finanzierungsnachweis (proof of financial resources)

All students who are from non-EU countries must submit proof of financial resources known as “Finanzierungsnachweis” when applying for a visa. The amount of money you need to have while residing in Germany is set by the Bundesausbildungsförderungsgesetz (abbreviated as BAföG). The BAföG is a regulator of grants and loans for students in Germany. At the moment, the amount of money they have set as required to study in Germany is **853€ per month or 10,236€ per year**. Although, many students often choose to deposit more than the minimum amount required to increase their chances of getting their student visa approved. Here is a rough guide to determine when you need to submit proof of finances.

Citizens of EU Countries (including Norway, Switzerland, Iceland and Liechtenstein)

**Not necessary to submit proof**

Citizens of Non-EU Countries that need a visa to come to Germany

**Submit proof** when applying for a student visa.

Citizens of Australia, Honduras, Israel, Japan, Canada, New Zealand, Republic of South Korea, the United States of America

**Submit proof** when applying for a residence permit.

There are several ways you can prove you have the required financial resources to fund your living costs in Germany. Here are some of the most common ways you can show your financial eligibility to study in Germany:

- **Depositing money into a German blocked account**
- **Submitting a document of your parents’ income and financial assets**
- **You can show a scholarship award document by a recognized body in Germany**
- **A bank guarantee**  
**A permanent resident person in Germany can guarantee to cover all your expenses**

**Important Note:** The whole process of showing a proof of financial resources to study in Germany may sometimes be different based on your personal case and the country you come from. German institutions may request further proof relating to your financial resources.

**Using a Blocked Account:** A blocked account is a type of bank account designed for foreign students in Germany. It serves as evidence that foreign students have enough funds to live in Germany for a year in order to provide proof of financial resources when applying for a German student visa. For 2020, the annual amount for a blocked account is a minimum of €10,236.

Here is additional information on how to open a blocked account:  
[www.germany-visa.org/blog/blocked-account-for-foreign-students-in-germany/](http://www.germany-visa.org/blog/blocked-account-for-foreign-students-in-germany/)

**Parental income:** If your parents earn enough to support your education in Germany, then you can use their income as a proof of funds when applying for a student visa. You may be asked to show a bank statement confirming your parents' earning, covering the past three months from the time you apply for a student visa. Additionally, you may have to provide a copy of the employment contract of your parents to confirm that you have sufficient funds to attend your study program.

**Scholarships:** If you earn a scholarship in your home country or in Germany, you can use it as proof of financial resources in the student visa application process, as long as it covers the amount funds required. Before including your scholarship as proof of funds, you should get a document that proves that you will be receiving a scholarship issued by a recognized provider. For this purpose, you can request information at the German embassy or at the foreigners' registration office (Ausländerbehörde) and they will tell you what type of document you need to submit to authenticate the source of your scholarship.

**A bank guarantee:** A bank loan can be provided as a proof of financial resources to get your student visa at the German embassy or your residence permit at the foreigners' office. There are many banks in different countries of the world, particularly in places where the number of students coming to study in Germany is higher, which offer attractive student loans for students with reasonable interest rates. To use this loan as a proof of funds, you need to get a bank guarantee under which confirms that the bank will pay all of your financial obligations during the time you will study in Germany.

**A permanent resident in Germany can fund your education:** Another way you can provide proof of funds is if there's a German resident (this need not be a relative) ready to fund your education. In this case, you will probably be asked to show a statement of his or her income to ensure that this person has sufficient funds to support you. If the person is not your relative, but a German resident who is willing to cover your cost of studying in Germany, the German embassy might ask for a document that displays the conditions and terms of your agreement.

## 6. Family Issues

Kindergeld: all taxpaying residents of Germany are entitled to *Kindergeld* if they have dependent children. Kindergeld is an allowance (also called a Child Benefit) from the German government to help defray some of the cost of raising children. The amount of Kindergeld one receives is approximately €204 to €235 per child per month, and is usually paid via a fund transfer into a German bank account. You can normally receive this benefit until your children turn 18, although it can continue until they are 25 if they are still dependent on you (e.g. in school) or meet other requirements for an extension. In January 2019, the benefit was raised to €204 per month for each of the first two children, €210 for the third child and €235 for each subsequent one.

For more information on applying for Kindergeld, see the following website:

<https://www.howtogermy.com/pages/kindergeld.html>

For additional information on Kindergeld or any other family – related issues, such as:

Schools, Paediatricians, Babysitting, Parental leave

Please contact the family officer at the HMTMH:

**Kristina Kräft**

Head of family service, management audit family-friendly university

Hochschule für Musik, Theater und Medien Hannover

Neues Haus 1, 30175 Hannover

Büro: 1.016 | Hindenburgstraße 2-4

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[kristina.kraeft@hmtm-hannover.de](mailto:kristina.kraeft@hmtm-hannover.de)

Office hours: Tues, Wed and Thurs by appointment

## 7. General expenses (rent, food, clothing, books, phone, etc.)

Germany is not overly expensive compared to other European countries and prices in Hanover are, on average, even less than prices in larger German cities. Moreover, the approximate cost of living is relatively low compared to that of Switzerland and the Scandinavian countries. Generally speaking, students in Germany require an average of 900 euros per month to cover their living expenses. Those who have inexpensive accommodation and live modestly can probably get by on about 700 euros per month.

In general, living costs could be comprised of the following expenses:

**Rent:** from €200 (student halls or room in a shared flat) to €700+ (one-bed flat in city)

**Utilities:** €220 (e.g. internet, mobile phone, television)

**Travel:** from €0 (students) to around €100

**Food & Drink:** €150 to €200

**Health insurance:** €105 (rate for long-term care for students in a public health insurance provider)

**Leisure Activities:** dependent on lifestyle

### More Expenses and Specifications:

**Tuition fees:** Most students in Germany are enrolled at publicly-funded universities at which tuition fees for most bachelor's and many master's degree programmes are normally waived. Check with your university prior to your arrival to find out the exact tuition fees (at the HMTMH, semester fees, which include are usually not more than €500 per semester): [www.studis-online.de/StudInfo/Gebuehren/](http://www.studis-online.de/StudInfo/Gebuehren/)

Please note:

## Health Insurance

Health insurance for foreign students in Germany is mandatory by law. As this law states explicitly, everyone in Germany regardless his/her residence (temporary or long-term) or social status (employed or not) must be health insured prior to his/her entrance into the country. You need to get health insurance in Germany in order to stay and study here.

There are two types of health insurances in Germany:

1. **Mandatory health insurance (public health insurance)**
2. **Private health insurance.**

Public health insurance is mandatory. As such, all students are entitled to this option. The limits of your coverage will be set by your public health insurance provider (there are several in Lower Saxony that you can choose, such as AoK, TK, and Barmer GEK . If you want access to supplementary medical coverage, you can purchase private health insurance.

## 8. Academic Plan and Requirements

The overview of your academic plan can be found here: [www.ezjm.hmtm-hannover.de/fileadmin/www.ezjm/PDFs/Studyplan\\_Jewish-Music-Studies.pdf](http://www.ezjm.hmtm-hannover.de/fileadmin/www.ezjm/PDFs/Studyplan_Jewish-Music-Studies.pdf)

For further specifics about your study plan, please contact your designated contact at the EZJM. If unsure, please contact the secretary Ms. Ibold at the general number to see who can best advise you.

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Office Hours: Tues, Thurs, Fri 09:30-12 Uhr | Tues, Thurs 14-15:30 Uhr | and by appointment

**Brigitte Obermeier**

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Office Hours: Mon, Tues, Thurs 09:30-12 | Tues, Thurs 14-15:30 | and by appointment

## 9. Learning to Speak German:

Many student opt to take a language course before arriving in Germany, which can be advantageous, as it saves time for regular studies. However, if you have not been able to take a German course in your home country, you can take a German language course in Germany.

Your German language level can be a major determinant of your studying experience abroad in Germany. Even in the Jewish Music Studies Program in which you have the option to take your course in English, it will be highly beneficial to learn some German for your overall student experience and to get around easily in Hannover.

There are several resources available to you for learning German and language courses are a fast and efficient way to improve your German language knowledge. There are many types of German course available to you, many of which are enumerated below.

Some local places that offer German courses that are relatively inexpensive include:

The Bildungsverein:

[www.bildungsverein.de/programm/alle/Deutsch-als-Fremdsprache](http://www.bildungsverein.de/programm/alle/Deutsch-als-Fremdsprache)

The Volkshochschule:

[www.vhs-hannover.de/kursprogramm/deutsch-und-integration.html](http://www.vhs-hannover.de/kursprogramm/deutsch-und-integration.html)

Other local options include:

[www.isk-hannover.de/en/](http://www.isk-hannover.de/en/)

[www.inlingua-hannover.de/](http://www.inlingua-hannover.de/)

[www.sprachakademie.org/en](http://www.sprachakademie.org/en)

[www.deutsch-kurs-hannover.com](http://www.deutsch-kurs-hannover.com)

There are a few summer courses with scholarships available from the DAAD (German Academic Exchange Service):

[www2.daad.de/deutschland/studienangebote/sommerkurse/en/](http://www2.daad.de/deutschland/studienangebote/sommerkurse/en/)

There is also the option of taking an accredited online course, such as the one offered by Goethe:

<https://www.goethe.de>

If you have a rigorous schedule, you can supplement your German learning with online classes, such as those offered by the online provider Lingoda:

[www.lingoda.com](http://www.lingoda.com)

\*Please note: as a student, you are entitled to a significant discount on many German courses.



## 10. Getting work experience

If you would like to work in Germany, there are certain rules you have to observe as an international student. A part-time job can provide some extra spending money, but it probably will not provide you with enough income to cover all your living expenses. You can **work** up to 20 hours per week while **studying**. If you go over these hours, then you will be required to pay into the **German** social security system, and there could be a negative impact on your **studies**. Non-EU/EEA students are also able to **work** in **Germany** while studying, to a maximum of 120 full days or 240 half days per year.

If you want to earn money while you study, you can look for a job at your university. Or you can look for a typical student job in your town, for example, as waiting staff in a café, a babysitter or temp work at trade fairs. The ideal job will be in connection with your program of study: for instance, students enrolled in a teacher-training program can sometimes provide tutoring; art history students can work as temporary staff in museums. As someone studying in the field of music, private lessons are an option, as is tutoring in English (if you are a native speaker and have the necessary qualification to do so, such as a TEFL certificate). In all cases, a good knowledge of German is always an advantage.

Student services at the universities and the local representative of the Bundesagentur für Arbeit (Federal Employment Agency) can provide information about jobs for students. Consult the job board at the HMTMH in the “Ear Building” for available opportunities and online where local jobs for students are advertised. When searching, also look at ads in local newspapers and notices on the ‘Schwarzen Brettern’ – the large information boards at various locations on campus.

### **Working as an academic assistant:**

People who work as academic/student assistants at a university are called Hiwis (Hilfswissenschaftler) in Germany. Academic assistants may, for example, supervise the library, lead tutorials or research literature for professors. The advantage: the work is often related to your studies, which means you learn something at the same time. If you are interested in an academic assistant job, you should enquire about vacancies at the administrative office of your institution and keep an eye on the notice boards at your university.

\*If you will be enrolled in the Master’s in Jewish Music Studies, it is possible that you may be able to work part-time at the European Centre for Jewish Music or on one of the Centre’s many projects. This is not guaranteed, but please do get in touch with staff at the EZJM to see about this possibility.

## Resources for Getting Help

The International Office at the HMTMH is available to help you with any practical questions about coming to Hanover or about university enrolment processes and policies:

### **International Office**

Meike Marten M.A.

ERASMUS Coordinator

Hindenburgstr. 2- 4

30175 Hannover

Room 1.038

Tel.: +49 (0)511 3100-7369

Fax: +49 (0)511 3100-7368

Email: [internationaloffice@hmtm-hannover.de](mailto:internationaloffice@hmtm-hannover.de)

Office Hours:

Monday - Friday

9:30h - 12:00h

Tuesday and Thursday

14:00h - 15:30h

For information about your MA Program in Jewish Music Studies, you can contact your supervisor or other staff at the European Centre for Jewish Music (EZJM):

**Hochschule für Musik, Theater und Medien Hannover**

**Europäisches Zentrum für Jüdische Musik**

Villa Seligmann

Hohenzollernstraße 39

30161 Hannover

Secretary: Ms. Vera Ibold M.A.

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