SERVICEPOINT UNICARD

CONTACT

Goethestraße 6, room 404
04109 Leipzig
Phone: +49 341 97 - 32010
Fax: +49 341 97 - 32059
E-Mail: unicard@uni-leipzig.de

OFFICE HOURS

Monday to Thursday: 12 noon - 3 p.m.
Friday: 9 a.m. - 12 noon

(Between May to September the office is closed on Wednesdays)

Further information:
www.uni-leipzig.de/unicard

Picture credits:
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WHAT IS THE UNICARD?

The UniCard is your student ID card at the university.

Your **UniCard is only valid with a current semester imprint.**
You must get the imprint from a validation station each semester after your re-registration.

Your UniCard combines several functions:
- Mensa and Cafeteria card
- Photocopy card
- To top up your printing account
- Travel ticket for public transport
- Library card

PAYING IN THE MENSA

You can pay your meals and beverages in the Mensa and Cafeteria of the Studentenwerk Leipzig using the UniCard. Just top up the Mensa account of your card at one of the designated machines located in the entrance area of the Mensa/Cafeteria.

PHOTOCOPY CARD

You can use your UniCard as photocopy card in the University library and faculties. The copy account can be topped up at the card loading stations in the libraries.
A list of locations can be found on [www.uni-leipzig.de/unicard](http://www.uni-leipzig.de/unicard).

Please bear in mind: In case of loss or damage of your UniCard the copy money cannot be refunded.

PRINTING

In order to print using the UniCard, please transfer money from your Mensa account at one of the transfer stations. You find relevant information on [www.uni-leipzig.de/unicard](http://www.uni-leipzig.de/unicard).

LIBRARY CARD

You can check out books in the various libraries of Leipzig University with your UniCard. Your library number is indicated on the backside of your card (“Bibl.-Nr.”).

TRAVELLING BY PUBLIC TRANSPORT

Your UniCard allows you to use public transport within the MDV travel zone all day. You can travel by tram, bus, S-Bahn and train if the imprint “MDV” is clearly legible on your card.
More information on: [www.studentenwerk-leipzig.de/mobilitaet](http://www.studentenwerk-leipzig.de/mobilitaet)

YOUR CARD GOT LOST OR IS FAULTY?

Please contact the Servicepoint UniCard during office hours and bring your enrolment number. You will receive a new UniCard and more information concerning the refundment of Mensa money. Please keep in mind that the issuing of a new UniCard will be charged with a fee of **10,00 Euro** that has to be paid in cash at the Servicepoint UniCard. The payment is obligatory in case of loss, theft, name change and severe damage of your UniCard. This fee is based on the *Hochschulgebühren- und Entgeltordnung* of Leipzig University.

VALIDATION STATIONS

You can validate your UniCard and get the semester imprint at the following stations:
- Academic Administration, Goethestraße 6, entrance area
- Neues Augusteum, Campus Augustusplatz, ground floor
- Faculty of Chemistry and Mineralogy, Johannisallee 29, entrance area
- Geisteswissenschaftliches Zentrum, Beethovenstraße 15, entrance area