

Where do I manage my FH Karte?

You can personally manage your FH Karte at <https://services.fh-aachen.de>. Here, you can

- > block your FH Karte in case of loss,
- > apply for a new FH Karte,
- > upload a new photo for your FH Karte or delete a photo,
- > change your address data,
- > change the assigned password,
- > check the status of your FH Karte.

Who to contact in case of questions:

FH Karte Service Office Aachen

Bayernallee 11, 1st floor, Room 01018, 52066 Aachen
T +49. 241. 6009 51625
fh-karte.aachen@fh-aachen.de

FH Karte Service Office Jülich

Heinrich-Mußmann-Str. 1, Room 00A63, 52428 Jülich
T +49. 241. 6009 53828
fh-karte.juelich@fh-aachen.de

Opening Hours:

You can find the current opening hours of the Service Offices FH Karte Aachen and Jülich at <https://www.fh-aachen.de/en/university/fh-karte/students/>.

If you have any specific questions about the FH Karte's pay function, you are welcome to contact the

Infopoint Studierendenwerk Aachen

Foyer Mensa Academica
Pontwall 3, 52062 Aachen
T +49. 241. 80 93 200
infopoint@stw.rwth-aachen.de

Opening Hours:

You can find the current opening hours of the Infopoint at <https://www.studierendenwerk-aachen.de/de/infopoint/kontakt.html>

The FH Karte info sheet can be found under:

http://fhac.de/info-sheet_fhcard



HAWtech
HochschulAllianz für
Angewandte Wissenschaften

FH Aachen | Bayernallee 11 | 52066 Aachen | www.fh-aachen.de
Publisher | The Rector | Typesetting and Design | Department of Public Relations and Marketing | Pictures | Cover, passport photos: Identa; library: FH Aachen, Connor Crowe; card loading station: Magna Carta
The department offers comprehensive services relating to the design and production of print media according to the university's corporate design.
Talk to us! | T +49. 241. 6009 51064

The FH Karte



FH AACHEN
UNIVERSITY OF APPLIED SCIENCES

www.fh-aachen.de

07/2021

What is the FH Karte?

Student ID Card

The FH Karte is proof of your status as a registered student at FH Aachen. Since there is no expiration date on the FH Karte, it will remain valid until deregistration.

Library Card

With your FH Karte, you can borrow media in all FH Aachen branch libraries, extend your loan periods, use the printing stations and PCs as well as the electronic services of the library. Moreover, your library fees can be paid without cash. Authentication will be effected via the library user number or the barcode on the back of the FH Karte. When applying for the FH Karte, you will receive a (temporary) library number. With this number, you can use the library services right away.

Pay Card for Dining Hall (Mensa), Cafeteria and Branch Libraries

With your FH Karte, you can identify yourself as a student and make cashless payments in the dining halls and cafeterias of FH Aachen and RWTH Aachen University as well as in all FH Aachen branch libraries. Card loading stations are available in the dining halls and cafeterias of FH Aachen and RWTH Aachen University where you can load money onto your card.

ID Card for Access Control to University Sport

In order to be able to use the FH Karte for the purpose of access control for university sport, the card number (library number) has to be entered into the database of the Hochschulsportzentrum (HSZ, University Sports Center). Information on registration can be obtained from the Hochschulsport Service Point at <https://hochschulsport.rwth-aachen.de>.

How much does the FH Karte cost?

The initial issuance of the FH Karte is free.

A fee of EUR 15 will be charged for the reissuance of cards that are lost, damaged or blocked by the user him/herself (see §2 para. 2 of FH Aachen's Abgabensatzung). Please note that once a card has been blocked, it cannot be unblocked again.



How do I apply for the FH Karte?

After completing your re-registration, or registration, at FH Aachen, please apply for your FH Karte at <https://services.fh-aachen.de>. After you have applied, your FH Karte will go into production and will then be sent to you by postal mail, or you will receive an email informing you when and where you can pick up your card.

How will I receive my FH Karte?

If you reside in Germany, Belgium, Luxembourg or the Netherlands, your FH Karte will be sent to you by postal mail. Otherwise, you will get an email from the "FH Karte Service Office" which will inform you when and where your card is ready for collection.

How do I activate my FH Karte?

Before you can use your FH Karte fully, you have to activate it in two steps:

1. Enter the activation code that you received in the letter accompanying the FH Karte at <https://services.fh-aachen.de> - menu item: "Card Management".
2. In order to activate the pay function, insert your FH Karte into a card loading station in the dining halls and cafeterias of FH Aachen and RWTH Aachen. After that, you can load money onto your FH Karte and use it for payments.

