The Campus Service Center (CSC) is the central starting point for all study related questions. Since 2010 we offer a wide variety of services to support applicants, students, and alumni before, during, and after their studies. In order to provide the necessary assistance, “Servicepoints” such as Welcome Desk, Students’ Office, Examinations, and Campus and Region have been established. In addition to that, different regional insurances and further university services are present at the CSC to support students every weekday.

Please be aware that each “Servicepoint” may have different office hours (check boxes below).

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**News**

**Closed Campus Service Center Due to the current situation and the Coronavirus disease (COVID-19) outbreak**

Dear students, dear prospective students,

Due to the current situation and the Coronavirus disease (COVID-19) outbreak, all office hours will only be carried out digitally and by telephone.

All personal office hours of both the students office and the examination office in the Campus Service Center are cancelled.

The Campus Service Center is closed from 16th December 2020 until 31st January 2021.

You can reach us by email at: servicecenter@ovgu.de (mailto:servicecenter@ovgu.de)

We can be reached by phone at the following times:

Monday – Thursday: 10 a.m. to 3 p.m.
Friday: 10 a.m. to 12 noon
- +49 (0) 391-67-50 000
- +49 (0) 391-67-50 002
- +49 (0) 391-67-50 004 (questions about examinations)

This measure should protect the health of all students as well as staff members and may contribute to slow down the virus spreading.

We apologize for any inconveniences caused.

Your Campus Service Center

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**Thesis and Document Submission due to the current situation and the Coronavirus disease outbreak (COVID-19)**
Thesis and Document Submission due to the current situation and the Coronavirus disease outbreak (COVID-19)

The thesis submission is currently **not available in person** at the examination offices, in the Campus Service Center or to the information and security service office of the Otto-von-Guericke-University Magdeburg (in building 09).

We prefer to receive all study documents, thesis and dissertation **via post**.

Please address it clearly to the responsible department (a.e. examination office in your faculty)

If it is not possible for you to submit your study documents, thesis, and dissertation via post, it will be possible to submit them in the **red post box in front of building 09** All documents will be forwarded to the relevant department by internal post.

Due to **health prevention** please **avoid to ask the person inside** the information and security service office.
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Examinations

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Examination Offices
(http://www.servicecenter.ovgu.de/csc/en/Examinations/Examination+Offices.html)

Campus & Region

Contact

Otto-von-Guericke-Universität
Magdeburg
Universitätsplatz 2
39106 Magdeburg

Campus Service Center
Tel.: +49 (0) 391 67 50 000
Fax: +49 (0) 391 67 41 890
✉ servicecenter@ovgu.de

Office Hours CSC

**Monday - Thursday:**
10am - 12 noon and 1pm - 3 pm

**Fridays and before public holidays:**
10am - 12 noon

FAQ Top5

› De-Registration
› Generate new TAN-Lists
› Transcript of Records
› Thesis Submission
› International student applicants