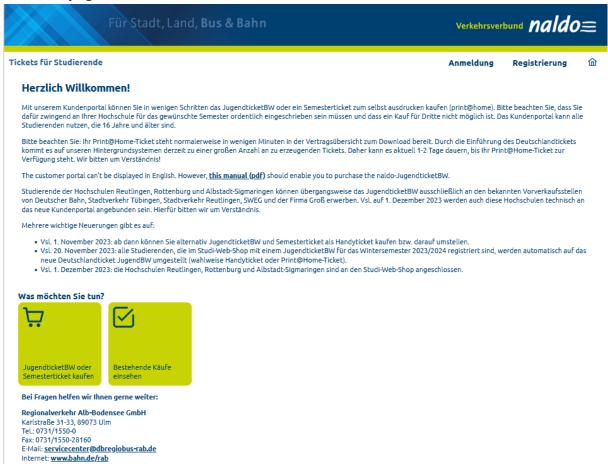


naldo customer portal for students studis.naldo.de

MANUAL

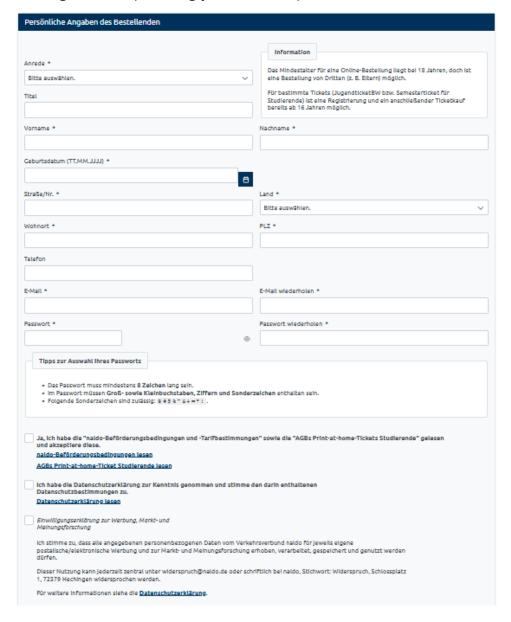
1. Registration & Login

1.1 Homepage





1.2. Registration (entering personal data)





1.3. An email will be sent with a confirmation link

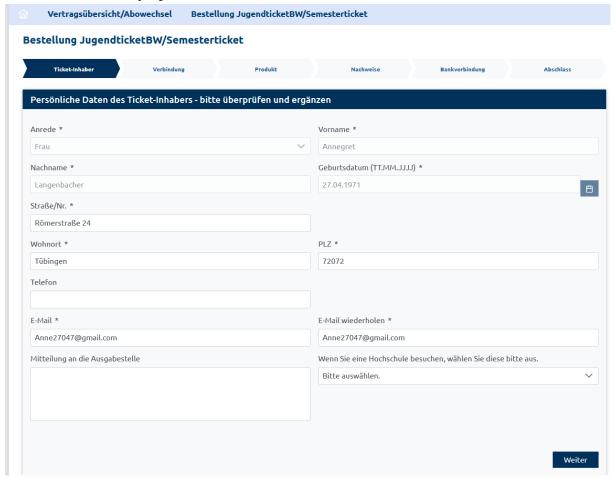
1.4. Register with email address and password



2. Buy JugendticketBW (at 20.11.2023 D-Ticket JugendBW)/Semesterticket

2.1

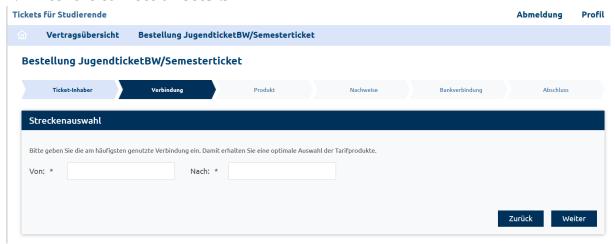
Ticket holder is displayed



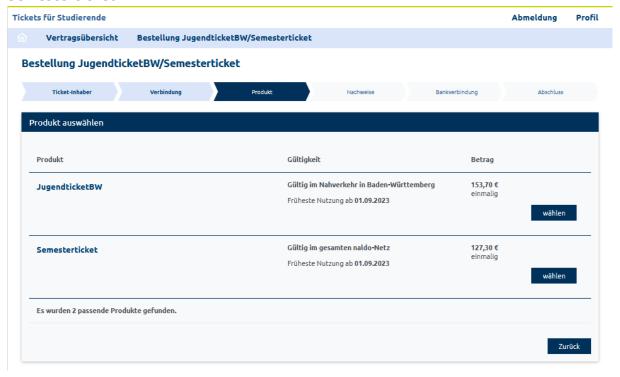
Important: Select the college or university where you are enrolled.



2.2 Enter the connection details

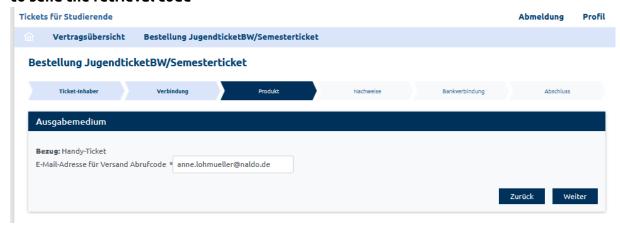


2.3 Select product: JugendticketBW (at 20.11.2023 D-Ticket JugendBW) or Semesterticket



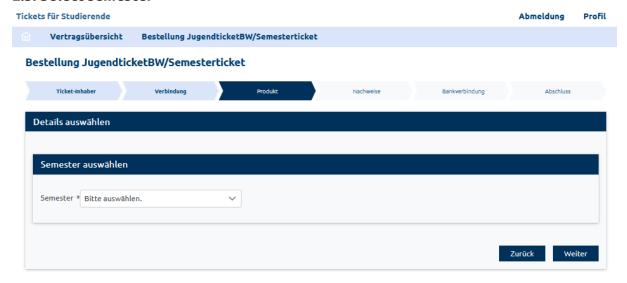


2.4. Select the output medium for the mobile phone ticket and enter the email address to send the retrieval code



You will receive the access code for the Wohin-Du-Willst-app by email at least five days before the start of validity. You can then activate your mobile phone ticket under "Add an already purchased subscription" in the "My Tickets" area. If you order less than five days before the start of validity, the retrieval code will be sent to you by email no later than 48 hours after purchase. For all universities where proof verification by the subscription office is required, the email will only be sent after your details have been checked by the subscription office. This may take 2-4 days.

2.5. Select semester

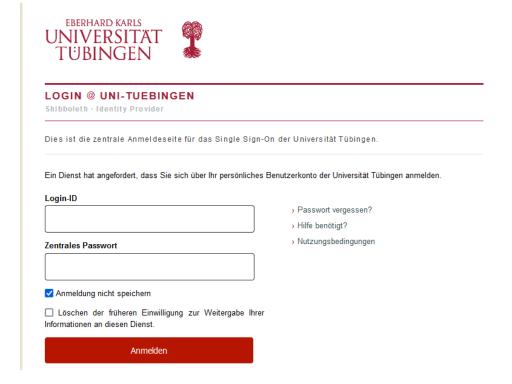




2.6 Checking status

a) via interface via the university, e.g. University of Tübingen

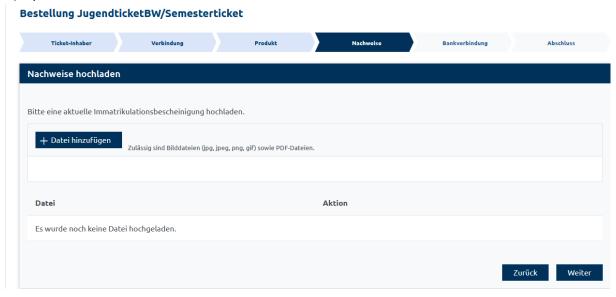




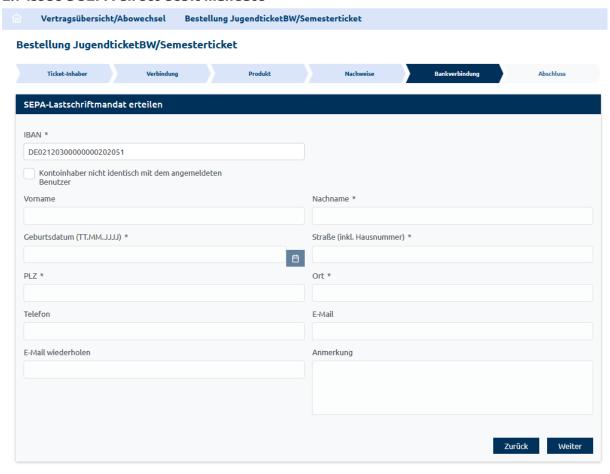




b) Upload evidence

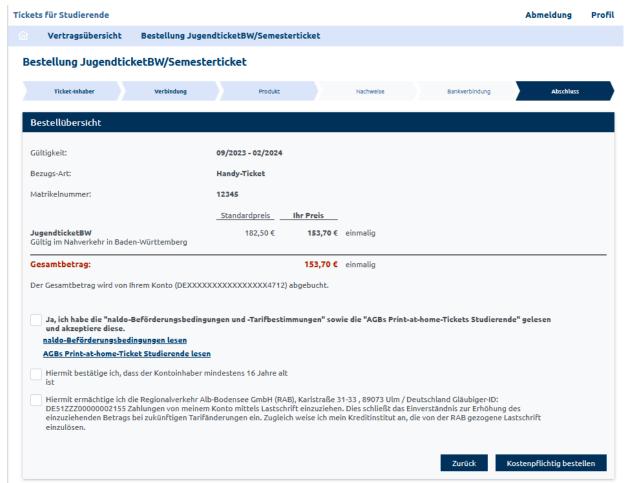


2.7 Issue a SEPA direct debit mandate





2.8 Order overview - confirm order



3. Print out the Print@Home ticket in the "Contract overview" area

Please note:

Your Print@Home ticket will be available for download at the earliest five days before the start of validity or, if ordered less than five days before the start of validity, at the latest after twelve hours in the menu item "View existing purchases". For all universities where evidence verification by the subscription office is required, the Print@Home ticket is only available for download after your details have been verified by the subscription office. This may take 2-4 days.





Print@Home Ticket button.

(The ticket can be printed as often as you like within the validity period.)