



Stefanie Anstein student advisor

WELCOME to the program Master of Science Computer Science

April 2022

## **Overview**

- 1 Who is who?
- 2 General plan of the program
- 3 Exam regulations & exam/module registration
- 4 Module handbook
- 5 Platforms: C@mpus and ILIAS
- 6 Your schedule
- 7 Further hints



## **General responsibilities**

Dean of the study programs: Prof. Dr. Andrés Bruhn
 Responsible for the organization of all study programs of the department
 https://www.vis.uni-stuttgart.de/en/institute/team/Bruhn-00001



 Head of the examination board of the program M.Sc. Computer Science: Prof. Dr. Melanie Herschel

Responsible for deadline extensions, registration withdrawals, etc. https://www.f05.uni-stuttgart.de/fakultaet/personen/Herschel



# In case of any organizational questions ...

### Dr. Stefanie Anstein:

Student Advisor / Co-program manager
Pfaffenwaldring 5b, office 1.006
https://www.ims.uni-stuttgart.de/institut/team/Anstein-00002/
stefanie.anstein@ims.uni-stuttgart.de



## Dr. Katrin Schneider:

Program manager Universitätsstr. 38, office 1.416 www.f05.uni-stuttgart.de/fakultaet/personen/Schneider-00001/

katrin.schneider@informatik.uni-stuttgart.de



# In case of any general questions ...

## ... please ask:

the coordinator of the International Service Point (ISP)
 Meta Geisbiisch –

you can contact her with questions regarding the start of your studies and for any concerns & issues you might have during your studies via

- E-Mail: internationalstudents@f05.uni-stuttgart.de
- Phone: +49 (0)711 68567926 (Meta)
- in person during her office hours Faculty 5, Pfaffenwaldring 47, Room 4.270 / or online (on appointment)
- In addition, you'll find important & interesting information (e. g. on services such as German courses and social events) on the official ISP website:

 $\verb|www.f05.uni-stuttgart.de/en/faculty/international-students|\\$ 

Meta is looking forward to getting to know you and helping you to get started!

General plan of the program

# Study plan suggestion (flexible; you decide about the order of modules)

## M.Sc. Computer Science (English), University of Stuttgart

Majors ("Studienprofile"): Autonomous Systems / Service Technology and Engineering / Visual Computing

### study plan suggestion (flexible)

Semester	Compulsory modules	Catalog Core* [24CP]	Catalog Extended* [12CP]	Catalog Breadth* [12CP]	Catalog Elective* [30CP]	total ECTS Credit Points**
Е	Theoretical and Methodological Foundations of <major> [6CP]</major>	Core modules worth 12CP		Breadth modules worth 6CP		30
2	Advanced Seminar Computer Science [3CP] Key Qualification ("SQ") [3CP]	Core modules worth 6CP	Extended modules worth 6CP		Elective modules worth 6CP	30
3		Core modules worth 6CP			Elective modules worth 24CP	30
4	Master's thesis [30CP]					30

<sup>\*)</sup> The modules offered in the catalogs can be found in C@MPUS (Search – Degree Programmes).

<sup>\*\*) 6</sup>CP are typically gained by 3V(lecture)+1Ü(exercise) = 4SWS = 3h/week.

# **Compulsory subjects**

- Theoretical & Methodological Foundations of <your major>
   (6 CP; either offered in winter or summer term; filled with a course with a different name)
- Advanced Seminar Computer Science (3 CP; 2nd semester earliest):
  - seminar to get acquainted with research methodologies and scientific work
- Key qualification (3 CP; 2nd semester earliest):
  - obligatory for all students, free choice from large offer registration necessary (previous to the start of the semester)

## **Catalog modules**

- specific contents for each major rules:
  - 24 CP from CORE
  - 12 CP from EXTENDED
  - 12 CP from BREADTH
  - 30 CP ELECTIVES
  - modules from bachelor programs can be used to a maximum of 6 CP for Extended, 6 CP for Breadth and 6 CP for Elective (in total at most 18 CP) – only if confirmed by the examination board
  - examination board can decide to include further modules in the catalogues, please send a request via S. Anstein

## Master thesis

- you can register your thesis once you've gained 60 CP
- duration: 6 months

Exam regulations & exam/module registration

## **Exam regulations**

- binding version in German & indicative version in English: www.student.uni-stuttgart.de/en/study-programs/ Computer-Science-M.Sc-00002./?page=examinations
- lists all obligatory modules & describes restrictions for the catalog modules, states (repetition) rules, deadlines etc.
- info on extensions and exceptions etc. (for academic accommodations due to special circumstances see also www.student.uni-stuttgart.de/en/organizing-studies/disability)
- most important rules (see also handout):
  - 4 semesters = regular duration
  - max. 9 semesters (independent of visa)
  - 4 SWS,SH = "Semesterwochenstunden" = 3h per week
     (2x90min) = 6 ECTS credit points
  - 1 ECTS credit point = 30h student's time (workload and weighting for average)

# **Exam regulations – regarding examinations**

- exams can be written or oral: PL (written/oral exam), BSL (graded course achievement), USL (ungraded course achievement)
- graded exam:
   1,0 (excellent) / 1,3 / 1,7 ... 4,0 (acceptable)
- hint: there might be some preconditions to fulfill in order to be allowed to take part in an exam, e.g. homework etc.
- you have to register for exams in C@MPUS
- you can de-register from an exam until 7 days before it takes place later de-registration is only possible if you hand in a doctor's certificate (examination board will decide about its acceptance)
- you cannot de-register from exam repetitions

# **Exam regulations – regarding exam repetitions**

- you can only repeat exams you have failed
- one repetition is allowed for each failed exam no influence on the grade
- 2nd repetition is allowed only 3 times during the whole program (contact us if you're in that situation)
- repetitions have to be carried out at the next possible date of the exam (in general after the following semester) & you have to register for them

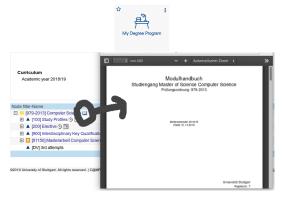
# **Exam registration**

- one online registration period for binding exam registration in each semester via the C@MPUS system
- you are not allowed to attend exams without having registered during this period
- dates: www.student.uni-stuttgart.de/en/exams/deadlines
- hints:
  - sometimes de-registration is not possible via C@MPUS ⇒ contact examination board (e.g. oral exams)
  - to be sure, take a screenshot of your (de-)registrations

# Module handbook

## The module handbook ...

- is a collection of all modules that belong to a program
- can be found in the C@MPUS system (see screenshot below)
- each module description includes an overview over contents/aims, name of the person responsible & the lecturer, CP, literature, exam ...





# C@mpus is the online platform for ...

- finding the currently offered courses and their modules
- creating a personal schedule (via non-binding registration for courses)
- downloading certificates
- registering exams (via binding registration for modules) and de-registering
- getting an overview of your personal examination results (gained credit points; transcript)

- http://campus.uni-stuttgart.de
- login (st1234567@stud-uni...) & password

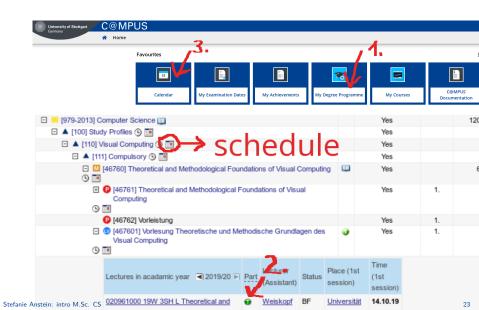
## **ILIAS** is the online platform for ...

- finding slides & further seminar/exercise information (you get linked to the courses via C@mpus; in some cases, registration is required)
- uploading exercise solutions etc.
- support with studying online: Repository "Digital Teaching and Learning—Support, Consulting and Networking"
- https://ilias3.uni-stuttgart.de
- login (st account) & password



# Your schedule

## Finding your courses via C@MPUS:





## Some further hints ...

- Forward your student mail to your private account if you don't read it directly!
- If you're on the waiting list for a dorm, make sure that you confirm regularly at the "Studierendenwerk" that you're still searching for a room! Additional hint: couchsurfing ...
- Some institutes offer block courses (e.g. IAAS); please check the institutes' websites & C@MPUS.
- Please be aware that exams may take place during the lecture-free period.
- The International Office, in addition to the ISP, offers lots of help for international students – they're waiting for you to get your welcome package there!
- Open learning space for maths and computer science questions:
   www.mint.uni-stuttgart.de/angebote/offener-lernraum

## Some more further hints ...

- German language course advisable (via "Language Center" in C@MPUS, or self-organized as "Tandem")
- further institutions to get information & help:
  - Examination Office (*Prüfungsamt*)
    - Pfaffenwaldring 5c, 3rd floor
  - Admissions Office (Studiensekretariat)
    - German students: Pfaffenwaldring 5c, 2nd floor
    - foreign students: Pfaffenwaldring 5c, 1st floor
  - International Office (Internationales Zentrum)
    - welcome service
    - international mentoring, learning groups, psycho-social counselling, student associations, leisure activities, help with German forms etc.
    - Pfaffenwaldring 60

## Even more further hints ...

further institutions to get information & help:

- Student Counseling Center (Zentrale Studienberatung)
  - general and specific questions, e.g. disabilities, chronic illness
  - contact point for all unclear issues
  - courses on studying efficiently etc., see https://www.student. uni-stuttgart.de/en/counseling/zsb/learning-counseling/
  - Pfaffenwaldring 5c
- Student Services (*Studierendenwerk*)
  - housing, childcare, legal advice, social advice, psychological support, finances, disabilities, ...
  - Rosenbergstraße 18 (Stuttgart centre)
- Student representatives CS

https://fius.informatik.uni-stuttgart.de/index.php/en/startpage/

- support among students (e.g. old exams, social life etc.)
- "Ombudsperson": a neutral and confidential contact person for people in need of support in university conflicts:
   www.student.uni-stuttgart.de/en/counseling/ombudsperson

Stefanie Anstein: intro M.Sc. CS

## Even more further hints ...

further institutions beyond the university to get information & help:

- Welcome Center Stuttgart
   (https://welcome.stuttgart.de/welcomecenter/en/)
  - help in many areas for new students: Welcome Club, Job Centre etc.
- Nightline Tübingen: an anonymous, confidential, unprejudiced and independent evening hotline (also available in English): https://nightline-tuebingen.de/
- German job centre 'Agentur für Arbeit': https://www.arbeitsagentur.de/en/welcome (student job board etc.)

## Some dates to save ...

- summer lecture period: April 11 July 22, 2022
- public holidays (shops etc. closed!): April 15&18, May 26, June 6, June 16, 2022
- whitsun break: June 6-10, 2022
- binding module exam registration period: May 11 June 2
- (see also www.uni-stuttgart.de/en/study/application/ academic-calendar)

# In case of any questions ...

## ... please ask:

## Stefanie Anstein

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co-program manager, student advisor & contact person examination committee (office: 01.006 in Pfaffenwaldring 5b) stefanie.anstein@ims.uni-stuttgart.de
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If in doubt, please ask — the sooner the better! :) (... and please use cc instead of single e-mails if you contact several persons about the same issue, thanks.)
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 (for more general issues): colleagues at the International Service Point of faculty 5 www.f05.uni-stuttgart.de/studium/international-service-point/

## Welcome at the University of Stuttgart!