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Who is who?
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 coordinators of the International Service Point (ISP)
  Meta Geisbüsch, L.L.M. & Laura Busch, M.A.
    - support and contact point for the faculty’s international students
    - promoting further internationalization at our faculty
    - events & networking activities for and with international students
    - E-Mail: internationalstudents@f05.uni-stuttgart.de
    - +49 (0)711 68567926 (Meta) / +49 (0)711 685 67277 (Laura)
    - in person during their office hours in Pfaffenwaldring 47, Room 4.270
    - or online (on appointment)

- stay informed via
  www.f05.uni-stuttgart.de/en/faculty/international-students
  and LinkedIn
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)

<table>
<thead>
<tr>
<th>Semester</th>
<th>Compulsory modules</th>
<th>Catalog Core* [24CP]</th>
<th>Catalog Extended* [12CP]</th>
<th>Catalog Breadth* [12CP]</th>
<th>Catalog Elective* [30CP]</th>
<th>total ECTS credit points**</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Theoretical and Methodological Foundations of &lt;major&gt;*** [6CP]</td>
<td>Core modules worth 12CP</td>
<td>Extended modules worth 6CP</td>
<td>Breadth modules worth 6CP</td>
<td></td>
<td>30</td>
</tr>
<tr>
<td>2</td>
<td>Advanced Seminar Computer Science**** [3CP]</td>
<td>Core modules worth 6CP</td>
<td>Extended modules worth 6CP</td>
<td>Breadth modules worth 6CP</td>
<td>Elective modules worth 6CP</td>
<td>30</td>
</tr>
<tr>
<td></td>
<td>Key Qualification (.SQ*)**** [3CP]</td>
<td></td>
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</tr>
<tr>
<td>3</td>
<td></td>
<td>Core modules worth 6CP</td>
<td></td>
<td></td>
<td>Elective modules worth 24CP</td>
<td>30</td>
</tr>
<tr>
<td>4</td>
<td>Master's thesis [30CP]</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>30</td>
</tr>
</tbody>
</table>

*) The modules offered in the catalogs can be found in C@MPUS.
**) 6CP are typically gained by 3V(lecture)+1Ü(exercise) = 4SWS/SH = 3h/week.
****) Either offered in winter or summer term.
*****) To be taken in the second semester at the earliest.
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/SSt = “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
- each module description includes an overview over contents/aims, name of the person responsible & the lecturer, CP, literature, exam ...
- can be found in the C@MPUS system:
Platforms: Campus and ILIAS
Campus 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.

- https://ilias3.uni-stuttgart.de
- login (st account) & password
Your schedule
Finding your courses via C@MPUS:

1. Access My Courses.
2. View lectures in the academic year 2019/20.
3. Check the schedule for specific courses.
Further hints
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
- “Makerspace” on campus Vaihingen for conducting individual projects: https://uni-stuttgart.de/maked-digital
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 & Admissions Office
  - Pfaffenwaldring 5c
  - 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, ...
  - https://www.studierendenwerk-stuttgart.de/en

- **Student representatives CS**
    - 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
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.
- German job centre 'Agentur für Arbeit':
  https://www.arbeitsagentur.de/en/welcome (student job board etc.)
- Nightline Tübingen: an anonymous, confidential, unprejudiced and independent evening hotline (also available in English):
  https://nightline-tuebingen.de/
Some dates to save …

- registration for additional German language courses: October 10-18, 2022 via C@MPUS
- binding module exam registration period: Nov 16 - Dec 8
- public holiday (shops etc. closed!): Tue, Nov 1, 2022
- winter break 2022/23: Fri, December 23, 2022 to Saturday, January 07, 2023 (both inclusive)
  (see also www.uni-stuttgart.de/en/study/application/academic-calendar/)
- Erasmus exchange semester – info meeting: TBA
In case of any questions ...

... please ask:

- **Stefanie Anstein**
  - co-program manager, student advisor &
  - contact person examination committee
  - (office: 01.006 in Pfaffenwaldring 5b)
  - stefanie.anstein@ims.uni-stuttgart.de

  **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.)

- (for more general issues):
  - Meta and Laura at the International Service Point of faculty 5
  - www.f05.uni-stuttgart.de/studium/international-service-point/

Welcome at the University of Stuttgart!