Welcome to the University of Tübingen

Information for Arriving Students

Winter Semester 2018-19 & Summer Semester 2019
DEAR ARRIVING STUDENTS,

Welcome to the University of Tübingen – we are delighted to have you and accompany you as a new chapter in your life is about to begin! Your studies and their organization, as well as university itself, is in many respects different from what you might have known in school, your apprenticeship or working life. In the same way, some of you will find that moving to and living in the university town of Tübingen is also a big step towards a new life. It takes strength, persistence, at times courage, and a great deal of composure to find your own way and be successful in this world. For this journey, I wish you all the very best!

In order to facilitate the beginning of your studies, the University of Tübingen provides a variety of advice and orientation services, some of which are specifically designed to meet the needs of our international students.

You will find all the relevant information to help you get started at university in this brochure: it will help you navigate your first steps at university, outline enrollment and administrative procedures, list important advice and counseling services, and give an overview of the many cultural, artistic, and sports-related activities for students on and off campus. The following brochure will also give you tips on student finance, accommodation, and public transport in and around Tübingen and provide you with links to additional information online.

I hope Eberhard Karls Universität will become “your university” and that you will remain a part of it as alumni after the end of your studies. More importantly, however, I hope your time with us will be marked by success, commitment, and curiosity. We will do our very best to support you on this journey!

Yours,

[Signature]

Professor Dr. Bernd Engler
President of the University of Tübingen

* You will find important university terminology (dotted) explained in the glossary on the final pages of this brochure.
GETTING STARTED

SEMESTER DATES

The beginning of courses is determined by the date lecture period begins and varies from semester to semester. Once you have enrolled, you will not receive further notification asking you to commence your studies.

FRESHER'S WEEKS

From 08 October to 19 October, the University of Tübingen holds orientation weeks for all arriving students. You can find an overview of all the fresher’s events in our brochure “Orientierungswochen / Orientation Weeks Wintersemester 2018-19.” You will receive the brochure by post, and you can also access it online. Although not all of the events are compulsory, we strongly advise you to participate. Please also check the university website (page “Studienanfang”) for any changes of times or dates:

FRESHER'S ACADEMY FOR SUSTAINABLE DEVELOPMENT

How can we implement transformative processes towards a future-oriented economy, ensure the preservation of biological diversity, and give people the chance to lead a healthy life? These are some of the questions and topics addressed at the Academy for Sustainable Development’s “Week of Links” for arriving students from 02 October to 06 October, 2018. The event gives students the opportunity to discuss economic, environmental, and social challenges and find creative solutions on a local and global level.

Take this unique opportunity to network, find out about initiatives and projects, and explore Tübingen! Registration is expected to be 15 August to 30 September, 2018.

For more information on how to register, go to:

www.weekoflinks.org

IMPORTANT:

If you want to continue your studies at the University of Tübingen after your first semester with us, you must re-enroll every semester by the given deadline.

Your re-enrollment is only complete if the necessary payments have been made before the final deadline for re-enrollment.

More information on page 10.

Re-enrollment:

for WSe: 01 June to 15 August
for SuSe: 15 January to 15 February

For more information, go to:

www.uni-tuebingen.de/en/study

WELCOME EVENT FOR ARRIVING STUDENTS – DIES UNIVERSITATIS

The members of the President’s Office traditionally welcome arriving students prior to the official start of semester at an event known as the “Dies Universitatis”. This takes place at the Hörsaalzentrum (HSZ) Morgenstelle, Auf der Morgenstelle 16, Hörsaal (lecture hall) N6. Once the formal part is over, members of the student clubs and societies will be at the foyer for the “Markt der Möglichkeiten” (market of opportunities) to present themselves and their activities.

This winter semester, the “Dies Universitatis” takes place on 18 October, 2018.

Program:

Welcome address: 17:15, HSZ Morgenstelle, Auf der Morgenstelle 16, HS N6
Markt der Möglichkeiten: 18:00, HSZ Morgenstelle, Auf der Morgenstelle 16, Foyer

On 14 October, 2018 a start of semester service will be held at the Stiftskirche (Collegiate Church) at 18:00.

There will be an additional welcoming ceremony for international students during Fresher’s Week, which will take place during a multi-day orientation event. For more information see the brochure “Orientierungswochen / Orientation Weeks.”

SEMESTER DATES (OVERVIEW)

WINTER SEMESTER 2018/19

Lecture period begins: Monday, 15 October 2018
Lecture period ends: Saturday, 09 February 2019
Lecture-free days: Thursday, 01 November 2018 (All Saints’ Day)
Saturday, 22 December 2018 – Sunday, 06 January 2019 (Christmas break)

SUMMER SEMESTER 2019

Lecture period begins: Monday, 15 April 2019
Lecture period ends: Saturday, 15 February 2019
Lecture-free days: Wednesday, 01 May 2019 (Labor Day)
Thursday, 30 May 2019 (Ascension Day)
Monday, 10 June 2019 to Sunday, 16 June 2019 (Whitsun break)
Thursday, 20 June 2019 (Corpus Christi)
For a full list of subject advisors, see: www.uni-tuebingen.de

**CHECK-IN** FOR THE START OF STUDIES

What happens after enrollment? You don’t have to organize it all by yourself – this checklist gives you some key starting points.

1. **PREPARATORY COURSES / PROPAEDEUTICS:**
   - Some study programs offer preparatory courses or propaedeutics, which begin prior to the official start of semester. In the Sciences, for instance, they serve to refresh mathematics skills. In the humanities, in contrast, they may review formerly acquired knowledge of a foreign language. Ask the counselors in your subject if such preparatory courses exist and, if so, whether they are compulsory.
   - For a full list of subject advisors, see: www.uni-tuebingen.de/de/92

2. **ORIENTATION EVENTS:**
   - Most of the subjects / degree programs kick off with orientation events that give arriving students and those changing their course of study a first overview of contents and organizational details. Even if not all of these orientation events are compulsory, we strongly advise you to attend them!
   - For more information, see page 9.
   - Orientation Weeks: Find out about classes in your degree program via the online course catalog in CAMPUS. You can print out Certificates of Enrollment via the CAMPUS portal (see p. 8).
   - Email Account and Login IDs: The university’s IT-Center provides students with university email accounts, which are used to send you important university-related information (e.g. regarding your studies and exams). In order to be able to access the university data network, you also need a login ID and a password. You can find the relevant information on both your email account and login data on the ZDV data sheet, which you received from the Studierendendirektion (Student Administration) along with your enrollment documents. Those of you who live in student accommodation also need an IP address to use their computers there. The management of the respective student housing authorities is responsible for administering these, and you will need to contact them directly.
   - Email and Login IDs: The university’s IT-Center (ZDV) provides students with university email accounts, which are used to send you important university-related information (e.g. regarding your studies and exams). In order to be able to access the university data network, you also need a login ID and a password. You can find the relevant information on both your email account and login data on the ZDV data sheet, which you received from the Studierendendirektion (Student Administration) along with your enrollment documents. Those of you who live in student accommodation also need an IP address to use their computers there. The management of the respective student housing authorities is responsible for administering these, and you will need to contact them directly.
   - www.uni-tuebingen.de/en/3941
   - www.uni-tuebingen.de/en/344
   - Orientation Weeks: Find out about classes in your degree program via the online course catalog in CAMPUS (see p. 8).

3. **UNIVERSITY LIBRARY AND IT-CENTER:**
   - Get information about introductory events at the “Universitätsbibliothek” (University Library) and the IT-Center (ZDV), which, among others, offer introductory courses on the different university portals and databases (see p. 9). The first steps on how to use CAMPUS and “alma” are described on page 8 in this brochure.
   - www.uni-tuebingen.de/en/3941
   - www.uni-tuebingen.de/en/344
   - Class Schedule: Find out about classes in your degree program via the online course catalog in CAMPUS (see p. 8).

4. **EXAM AND STUDY REGULATIONS:**
   - Read your study and exam regulations and the module handbooks of your subject / degree program (available from the examinations office of your faculty or online):
     - www.uni-tuebingen.de/en/3941
     - www.uni-tuebingen.de/en/344
   - View your study and exam regulations and the module handbooks of your subject / degree program (available from the examinations office of your faculty or online). For more information, see pages 35 – 38.

5. **STUDENT FINANCES:**
   - Make sure you have the necessary means to finance your studies. If you are a German citizen, you may, for instance, apply for a BAföG allowance. More information on student finances and funding is on pages 42 – 44.

6. **STUDENT ACCOMMODATION:**
   - You can apply at the Studierendenwerk (Student Services): Tübingen-Hohenheim for a place in student accommodation. In order to secure a spot on the waiting list and accumulate waiting time, you can already do so prior to the beginning of your studies. For more information, see pages 45 and 46.

7. **ÖPNV (PUBLIC TRANSPORT) - SEMESTER TICKET:**
   - Your semester ticket allows you to travel on public transport (e.g. at Tübingen Station or at the tourist information office on Neckarbrücke). The ticket is valid for an entire semester and can be used on trains and buses in and around Tübingen (conditions apply).
   - If you have been awarded a scholarship (e.g. as part of the Cusanusstipendium), please contact the Studienwerk (Student Services) for further advice.
   - If you have been awarded a scholarship (e.g. as part of the Cusanusstipendium), please contact the Studienwerk (Student Services) for further advice.

For more information, see page 45 and 46.
LIBRARY USER ID: The student ID (chip card) is also your user ID for the “Universitätsbibliothek” (University Library). It allows you to use the library services, including the internet, borrow books, or book private study rooms.

CANTEEN CARD: Given you have transferred enough money onto your student ID card, you can also use it to pay for food and drinks in the uni cafeterias and canteens. In some student accommodations, you may even use the card to pay for washing machines.

RESIDENCY REGISTRATION: If you register your primary residence in Tübingen, you may secure yourself a “home advantage.” Take the relevant documents to the Tübingen Bürgeramt, Schmiedtorstraße 4, 72070 Tübingen. You must go there in person; when you do, also remember to update the information on your ID and in your passport. Different rules may apply depending on your nationality/citizenship.

LATE ADMISSIONS: If you are admitted late, you may be unable to attend the introductory events at the start of the semester. Therefore, make sure you contact the subject advisors at your faculty with any questions you may have concerning your studies (organization, structure, etc.). The “Fachschaft” (Faculty student council) can also help with course registration and similar issues. In case you are unable to find the right person and/or have questions, please contact the “Zentrale Studienberatung” (Student Counseling Service). For more information on the ZSB, see page 14.

VERY IMPORTANT: Relax! A lot of this sounds more complicated than it actually is, so don’t be misled by hearsay and rumors. A “regular duration of study” of six semesters for your Bachelor’s degree doesn’t mean that you will have to end the program or leave university if you haven’t completed your degree by the end of your sixth semester.

FEEDBACK: Would you like to provide the university with feedback on your experiences studying in Tübingen? Participate in the surveys of the university’s Center for Evaluation and Quality Management!

ORGANIZING YOUR STUDIES

TIMETABLES AND COURSE CATALOG

You set up your own timetable. In the first few semesters it is usually clear which courses and modules you will have to take. In order to know the formal requirements for your degree program and choose the right classes, you need to familiarize yourself with the module handbook and exam regulations of your subject(s). Exam regulations settle the general course of study and give detailed information on course requirements, exams, and other forms of assessment. They also state which areas of study (courses and modules) are compulsory. The module handbook, in contrast, describes the individual modules and elements that compile your degree, and gives you detailed information about their contents and organization. Many subjects provide students with curricula templates, which you can use to get an overview of what you will have to do to get your degree.

The most important resource you have for creating your timetable is CAMPUS, which contains the course catalog for all university faculties and institutions. Once you have logged in to CAMPUS with your user ID and password, you can register for classes or enter them into your personal digital timetable. The time periods in which you can register for courses are individually determined by the faculties and institutes. However, not all courses require you to register online; the course descriptions on CAMPUS will let you know when to register, how to register, and if you need to register at all. You can also get this information from the organizers (e.g., department, institute, or instructor) of the respective course.

Go to your timetable to check if you have registered for a class (AN = you want to take the class), been accepted into it (ZU), or have merely tagged the class for later (V).

The processes described here will be explained in more depth at the orientation event “Neu an der Uni – wie geht’s nun weiter?” (this is about content) and the CAMPUS introductory lecture (this is about the technical aspects). Any subject-specific questions will be addressed at the introductory sessions of your subject(s) or can be answered by the “Studienfachberater” (subject advisors) at your faculty.

Information (e.g., exam regulations and module handbooks) for newly-enrolled students at:

www.uni-tuebingen.de/en/3941

You can find the course catalog for the winter semester 2018/2019 here:

campus.verwaltung.uni-tuebingen.de

Need help with academic terminology? Go to the glossary on page 61 ff.
For several years now, studies in Tübingen have been organized via CAMPUS, an electronic portal which supports students in all university-related activities (e.g. creating timetables, registering for exams). In order to use CAMPUS, you need a user name, i.e. the login ID for your student email account and your password. Student Administration automatically sends you this information by post once you have enrolled at university. In case you lose or forget your password, you can apply for a new one at the “Studierendensekretariat” (Student Administration), where you will have to present your student ID card.

To access CAMPUS, go to:
campus.verwaltung.uni-tuebingen.de

CAMPUS provides students with the following functions:
• Online course and event catalogs
• Personalized schedules and timetables
• Course registration
• Exam registration and cancellation (deadlines apply)
• Performance records (overview of grades and overall academic performance to date)
• Printable Transcript of Records
• Printable certificates (e.g. certificates of enrollment and BAfÖG)
• Change of address (postal address and telephone number)
• Personalized Charges Account (overview of outstanding/payed fees)

For an overview of FAQs about CAMPUS, go to:
campus.verwaltung.uni-tuebingen.de

You must extend and validate your student ID card after each re-enrollment/ at the beginning of a new semester. You can do this at the designated card terminals (for locations, see glossary p. 64).

If you lose the access data to your student email  account or CAMPUS, you can get new access data at the “Studierendensekretariat” (Student Administration). While this service is free of charge, you will have to show your valid student ID card.

If your card gets lost or stolen, please contact Student Administration immediately, so they can block your card and prevent it from being misused (see contact info on p. 11). If you have technical problems or other questions, please also contact Student Administration.

If you would like the money on your card to be paid out to you in cash, go to the Studierendenwerk (Student Services) Info-Point. You can find their contact information on page 45.

Introductory lectures for CAMPUS take place at the following times:

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>09 October 2018</td>
<td>10:00 – 12:00 and 12:00 – 14:00</td>
</tr>
<tr>
<td>10 October 2018</td>
<td>10:00 – 12:00 and 12:00 – 14:00</td>
</tr>
<tr>
<td>11 October 2018</td>
<td>14:00 – 16:00</td>
</tr>
</tbody>
</table>

The content of these sessions is identical, so please only attend one. Venues will be announced at:
campus.verwaltung.uni-tuebingen.de

CAMPUS – THE PORTAL FOR STUDIES AND STUDENT MATTERS

The project “Neues CAMPUS - alma” reworks and renews the CAMPUS portal and prepares the system for a general overhaul. By the end of this process, which is set for 2020, CAMPUS will be replaced by its successor “alma”. Some degree programs, such as the B. Ed., however, already use the new system to manage and oversee exam registration. For more information on exam registrations in alma, go to the websites of the university’s examination offices.

To access alma, go to:
https://alma.uni-tuebingen.de

For current updates and additional information on the project, visit:
www.uni-tuebingen.de/en/56962
The University of Tübingen’s “Studierendensekretariat” (Student Administration) supports and guides you in the following matters:

**RE-ENROLLMENT**
In order to continue your studies in Tübingen, you must re-enroll for each new semester within the given re-enrollment period (15 Jan – 15 Feb for the following summer semester and 01 June – 15 Aug for the following winter semester) and pay the relevant fees. See the previous page!

**CHANGE OF PROGRAM**
If you want to change your subject or degree program, you must register a change of program. You can do so during re-enrollment period.

**LEAVE OF ABSENCE**
If you are unable to continue your studies due to an internship, illness, or because you have to care for a family member, you may apply for leave of absence. You can do so during re-enrollment period.

**TERMINATION OF ENROLLMENT**
If you have completed your studies or plan to continue them at another university, you may apply to terminate your enrollment at any given time throughout the semester. Termination of enrollment usually takes place at the end of the semester.

**STUDENT ID CARD**
If your card is lost or stolen, please contact us without delay, so we can block your card to prevent misuse. Please also contact us if you have technical problems or other questions.

**CERTIFICATES**
Once you have (re-)enrolled, you will receive your certificate of enrollment and personal data sheet for the semester to keep with your academic records. You can get additional certificates of enrollment, e.g. documenting previous semesters for pension schemes or social insurance, at the Studierendensekretariat. Alternatively, you can also print them off of CAMPUS.

**PAYMENT**
Fees are payable upon enrollment at the University of Tübingen. Once you’re enrolled, you will receive a payment-due notice from Student Administration, asking you to transfer the stated amount to the university’s bank account. In order to re-enroll for the following semester, you must pay the semester fees within the given re-enrollment period (15 Jan – 15 Feb for the following summer semester and 01 June – 15 Aug for the following winter semester). If you fail to do so, your enrollment will be terminated.

**CONTACT**
Dezernat IV – Studierende Abteilung 1 – Studierendenabteilung Wilhelmstraße 11, 72074 Tübingen
+49 7071 29-74444 studsek@uni-tuebingen.de
Opening hours: Monday 13:00 – 15:00 Tuesday – Friday 08:30 – 11:30
Please note any temporary changes regarding opening hours at:
www.uni-tuebingen.de/en/596

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FEES

**SEMESTER FEES**
The fees for each academic semester are comprised of the following items:

- **Student Services (Studierendenwerk Tübingen-Hohenheim) fee**: 78.80 €
- **Administration fee**: 70.00 €
- **Student union fee**: 3.50 €

**Total**: 152.30 €

Students in the inter-university Medical Technologies program at the Universities of Tübingen and Stuttgart pay an additional solidarity contribution for the Verkehrsverbund Stuttgart (VVS; public transport authority) of currently 45.60 €.

For more information on university fees, go to:
www.uni-tuebingen.de/en/98038

**TUITION FEES FOR INTERNATIONAL STUDENTS (NON-EU) AND FOR SECOND DEGREES**
From winter semester 2018-19 onwards, the University of Tübingen will charge tuition fees from some international students. Students who pursue a second undergraduate degree will also have to pay additional fees. For further information, visit:
www.uni-tuebingen.de/en/31479

**CONTACT**
Dezernat IV – Studierende Abteilung 1 – Studierendenabteilung Wilhelmstraße 11, 72074 Tübingen
+49 7071 29-74444 studsek@uni-tuebingen.de
Opening hours (Student Administration):
Monday 13:00 – 15:00
Tuesday – Friday 08:30 – 11:30
Please note any temporary changes regarding opening hours at:
www.uni-tuebingen.de/en/596

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STUDENT ADMINISTRATION

The University of Tübingen’s “Studierendensekretariat” (Student Administration) supports and guides you in the following matters:

**RE-ENROLLMENT**
In order to continue your studies in Tübingen, you must re-enroll for each new semester within the given re-enrollment period (15 Jan – 15 Feb for the following summer semester and 01 June – 15 Aug for the following winter semester) and pay the relevant fees. See the previous page!

**CHANGE OF PROGRAM**
If you want to change your subject or degree program, you must register a change of program. You can do so during re-enrollment period.

**LEAVE OF ABSENCE**
If you are unable to continue your studies due to an internship, illness, or because you have to care for a family member, you may apply for leave of absence. You can do so during re-enrollment period.

**TERMINATION OF ENROLLMENT**
If you have completed your studies or plan to continue them at another university, you may apply to terminate your enrollment at any given time throughout the semester. Termination of enrollment usually takes place at the end of the semester.
DEANS’ OFFICES AND EXAMINATION OFFICES

While Student Administration is concerned with central questions regarding your studies (e.g. enrollment, leave of absence), the “Dekanat” (Dean’s Office) and the “Prüfungsamt” (Examination Office) of your faculty are concerned with central questions regarding your degree program (e.g. study and exam regulations). At the heart of each faculty is the Dean’s Office, which is in charge of the faculty’s overall organization and administration. It is headed by the “Dekan” (Dean), who is elected for a period of six years and supported by the “Prodekan” (Vice-Dean). Among other things, the Dean is responsible for implementing decisions made by the faculty’s committees, promoting the faculty’s structural development, and ensuring that study and assessment procedures run smoothly. In case you have any complaints regarding said areas, please talk to the university’s “Studiendekan” (Vice-Dean for Academic Affairs). Depending on the faculty, the Examination Office may either be integrated into the Dean’s Office or be separate from it. In any case, its main responsibilities include:

**EXTENSION OF DEADLINES**
If you are unable to complete assessments within the given deadline due to illness or other unforeseen circumstances, you may apply for an extension at your examination office. Among others, this applies to your “Orientierungsprüfung” (Orientation Examination).

**GRADUATION AND DEGREE CERTIFICATES**
Once you have completed your studies, the Examination Office will issue your graduation and degree certificates. You may request an English translation if needed. Students who pursue a career in teaching and are not enrolled in one of the B. Ed. programs will receive their certificates from the Landeslehrerprüfungsamt; students of Medicine will receive them from the Landesprüfungsamt Stuttgart.

**CONTACT INFORMATION**
Contact information for the Examination Office of your faculty is available on the university’s website.

**EXAM REGISTRATION, CANCELLATION, AND WITHDRAWAL**
Most Bachelor and Master programs require you to register for exams online via the CAMPUS portal. The Examination Offices help with any queries, problems, or deadlines! Medicine students, however, will have to register with the “Studienfachberater” (subject advisor) in your department. If you have any complaints regarding said areas, please talk to the university’s “Studiendekan” (Vice-Dean for Academic Affairs). Depending on the faculty, the Examination Office may either be integrated into the Dean’s Office or be separate from it. In any case, its main responsibilities include:

**ANSWERING EXAM-RELATED QUESTIONS**
The Examination Office is your first port of call for questions about exam regulations or module handbooks. You can also see the “Studienfachberater” (subject advisor) in your department.

**CERTIFICATES**
If you need official (notarized) documentation of your studies (Transcript of Records) to e.g. study abroad, receive BAföG, or apply for an internship, go to the Examination Office of your faculty.

**EXAMINATION OFFICES**
The respective Examination Offices are located at different points across Tübingen. For the relevant contact information and addresses, go to:

Faculty of Law
Examination Office
Geschwister-Scholl-Platz, Neue Aula, Room 140 (1st floor), 72074 Tübingen
+49 7071 29-77946
karin.schatton@med.uni-tuebingen.de
www.jura.uni-tuebingen.de/pruefungsamt

Faculty of Medicine
The respective Examination Offices are located at different points on Campus.
Examination Office: State Exam Medicine
Geissweg 5/1, 72076 Tübingen
+49 7071 29-77954
carmen.klotz@med.uni-tuebingen.de
+49 7071 29-80955 (Preclinical)
joachim.graf@med.uni-tuebingen.de

Faculty of Humanities
Examination Office, Keplerstraße 2, 72074 Tübingen
+49 7071 29-74356
pa@philosophie.uni-tuebingen.de
www.uni-tuebingen.de/de/11447

Faculty of Economics and Social Sciences
Examinations Office, Haußerstraße 11, 72076 Tübingen
+49 7071 29-72569
pruefungsamt@wiso.uni-tuebingen.de
www.uni-tuebingen.de/de/12937

Faculty of Science
The faculty’s Examination Offices are situated at different locations across Tübingen. For the relevant contact information and addresses, go to:
+49 7071 29-74239
pa@mnf.uni-tuebingen.de
www.uni-tuebingen.de/de/21922

CERTIFICATES
If you need official (notarized) documentation of your studies (Transcript of Records) to e.g. study abroad, receive BAföG, or apply for an internship, go to the Examination Office of your faculty.
WELL ADVISED AT EVERY STAGE OF YOUR STUDIES

The University of Tübingen provides students with a variety of counseling services for the time before, during, and after their studies. No matter what stage you are at, we are here to help!

STUDENT COUNSELING SERVICE (ZSB)
You can see the university’s “Zentrale Studienberatung” (Student Counseling Service), short “ZSB,” at any stage of your studies. It guides you during the transition from school to university, helps you organize your studies, and provides individual counseling sessions to promote your academic success. Among others, the ZSB gives advice on:

- Time management
- Study methods and skills to help you deal with exams, term papers, and presentations
- Exam preparation (for written and oral exams)
- Changing subjects or degree programs and developing new perspectives
- How to recognize and reconcile your capabilities with given demands in your degree program
- How to solve communication problems with instructors and/or peers

All counseling is strictly confidential!

CONTACT
Dezernat IV – Studierende
Abteilung II – Zentrale Studienberatung (ZSB)
Wilhelmstraße 11 (second floor), 72074 Tübingen
+49 7071 29-72555
zsb@uni-tuebingen.de
www.uni-tuebingen.de/en/8930

Office hours (without appointment)
Monday and Thursday 14:30 – 16:30
Tuesday and Friday 09:00 – 11:30

Counseling sessions outside the given office hours are available upon request.

Inquiries (phone only)
Monday – Thursday 13:00 – 14:00

ZSB auf der Morgenstelle
Morgenstelle Campus
Hörsaalzentrum (Lecture Centre), Room 8 E10
Counselor: Katja Grathwohl
+49 7071 29-77719
Katja.Grathwohl@uni-tuebingen.de
www.uni-tuebingen.de/en/8930

Counseling sessions available upon request.

TEACHING DEGREE STUDENTS
The Tübingen School of Education (TüSE) provides specialized counseling sessions for students studying in one of the teacher training programs. For more details, see page 39.

SUBJECT ADVISORS
Your faculty’s “Studienfachberater” (subject advisors) can help with questions regarding the content and structure of your degree program. They can also issue proof that you have attended counseling sessions (e.g. when you want to change programs) and certificates of recognition (e.g. if you want to have coursework recognized from abroad/another German university). For a full list of subject advisors, see: www.uni-tuebingen.de/en/8930

CAREER SERVICE
The Career Service is concerned with questions regarding students’ transition from university into working life and students’ acquisition of transdisciplinary “Schlüsselqualifikationen” (key qualifications or key competences). The Career Service offers a variety of different course formats to help you get the position you want. The Studium Professionale course program, for instance, is designed to convey transdisciplinary key qualifications and orientating knowledge relevant to both your studies and future working life. Courses on professional orientation provide a first insight into potential fields of work; in addition, the staff from the section “Career Counseling and Coaching” offer advisory sessions tailored to your individual needs. Students can choose from one-on-one counseling sessions, coaching sessions, and a variety of different group offers on topics such as writing an application, career orientation, developing your personal and professional profile, doctoral studies, and professional behavior during job interviews. A variety of webinars with an emphasis on different subjects further complements the course program and introduces students to potential employers.

DEZERNAT III – STUDIUM UND LEHRE
Abteilung 4 – Career Service
Wilhelmstraße 9, 72074 Tübingen
+49 7071 29-77138
www.uni-tuebingen.de/en/2767

ADVICE FOR INTERNATIONAL STUDENTS
International students and doctoral candidates can get help and advice during their studies in Tübingen at the “Abteilung Beratung und Zulassung internationaler Studierender” (Section Advising and Admission of International Students) of the “Dezernat V – Internationale Angelegenheiten – Studium und Studierendenaustausch” (Department V – International Affairs – Studies and Student Exchange).

Students can come with any given questions, problems, or conflicts, and together we will try to find a solution! Moreover, our counselors provide students with information and guidance on legal matters, study options, conditions for admittance and help clarify conditions for special study plans and temporary stays in Tübingen.

CONTACT
Dezernat V – Internationale Angelegenheiten – Studium und Studierendenaustausch
Abteilung 2 – Beratung und Zulassung internationaler Studierender
Nauklerstraße 2, 72074 Tübingen

Advice and admission of international students seeking a degree:
Office hours (without appointment)
Monday 13:00 – 15:30
Tuesday, Thursday, and Friday 08:30 – 11:30
+49 7071 29-76833
www.uni-tuebingen.de/en/8935

International students on an ERASMUS or other exchange program:
+49 7071 29-77734
www.uni-tuebingen.de/en/8935

www.uni-tuebingen.de
ADVICE ON STUDYING ABROAD

Tübingen students, who want to study abroad for a limited period of time on an exchange program, can get advice from:

Dezernat V – Internationale Angelegenheiten – Studium und Studierendenaustausch
Abteilung 1 – Austauschprogramme
Wilhelmstraße 9, 72074 Tübingen
+49 7071 29-76448
www.uni-tuebingen.de/en/890

ADVICE FOR DISABLED OR CHRONICALLY ILL STUDENTS

The ZSB (Student Counseling Service) provides disabled or chronically ill students with advice and personal counseling sessions on any issues or concerns they have relating to their condition.

The ZSB also assists with organizational matters, enrollment procedures, decision making processes, and overcoming difficulties throughout your studies. In order to help you complete your studies successfully, we can help - in most cases - adapt deadlines, assessment requirements, or particular working conditions to accommodate your needs.

Your contact person at ZSB is Katrin Motta. You can go talk to her in person, contact her by phone, or email.

Dezernat IV – Studierende
Abteilung 3 – Zentrale Studienberatung (ZSB)
Advice for disabled and/or chronically ill students
Wilhelmstraße 11, Room 209, 72074 Tübingen
Counselor: Katrin Motta (Dipl.-Psych.)
Katrin.Motta@uni-tuebingen.de
+49 7071 29-75401
www.uni-tuebingen.de/en/89

Office hours (without appointment)
Tuesday 09:00 – 10:00
Thursday 14:30 – 15:30
Counseling outside the office hours is available upon request.

Please note that the office hours may be subject to change; for current times and updates, go to:
www.uni-tuebingen.de/zsb
Note: If you need disabled access, please call the ZSB prior to your appointment and let them know. In this case, counseling sessions will be held at the office at Wilhelmstr. 30 (Clubhaus) instead. A relaxation room is also available there.

ADVICE ON ACADEMIC WRITING

Do you want to know how to define and narrow down your topic? Do you need tips on how to structure your writing or how to find the right words? Do you want to get some objective feedback? Or have you lost the golden thread? Come to the university’s “Diversitäts-orientiertes Schreibzentrum” (Diversity-oriented Writing Center)!

In a private session, we will work with you to find answers to your specific questions and develop individual solutions.

Dezernat III – Studium und Lehre
Diversitätsorientiertes Schreibzentrum
Nauklerstraße 2, 72074 Tübingen
+49 7071 29-76829
+49 7071 29-76830
schreibzentrum@uni-tuebingen.de
www.uni-tuebingen.de/de/27440

Some faculties also offer subject-specific help and support with academic writing. You can find an overview of the relevant services and contact information at:

www.uni-tuebingen.de/de/28683

FACULTY STUDENT COUNCILS

Would you like to discuss questions regarding your studies with more experienced students? Then you can contact your faculty’s “Fachschaft” (faculty student council), which represents students at faculty level. The faculty student councils organize orientation events for arriving students, help with any open questions, and are always happy about fellow students willing to join in and help promote student interests.

www.uni-tuebingen.de/en/108

NIGHTLINE TÜBINGEN

Nightline is a service provided by students for students who need a sympathetic ear for their problems. It is anonymous, confidential, and non-judgmental. Our volunteers are available via phone on Mondays and Wednesdays from 21:00 – 01:00.

Details at:
www.nightline-tuebingen.de
CATHOLIC UNIVERSITY COMMUNITY (KHG)
The “Katholische Hochschulgemeinde” (KHG) is open to all students and faculty members. It offers events and services which provide a balance to everyday student life, support you as your personality develops, and inspire you to live the Christian faith. The KHG is partly run and shaped by students, and you are welcome to join in at any time.

For more information, go to: www.khg-tuebingen.de/index.php/en/

PROTESTANT STUDENT COMMUNITY (ESG)
The “Evangelische Studierendengemeinde” (ESG) is a Christian community for students, university members, and anyone interested in what we do. We hope to meet each other, study, live, party and believe together, to match our spirituality to our actions, and happily invite anyone interested to join in.

Our residence halls Schlatterhaus and Dietrich-Bonhoeffer-Haus provide the space to live, celebrate, and study.

For more information, see: www.esg-tuebingen.de

Österbergstraße 2 (Schlatterhaus), 72074 Tübingen
+49 7071 23097

Berliner Ring 8/2 (D.-Bonhoeffer-Haus), 72076 Tübingen
+49 7071 61928

Counseling by the Catholic University Community (KHG) and the Protestant Student Community (ESG)

Personal consultation, spiritual guidance, pastoral care, and advice:
Father Bernd Hillebrand, KHG (also confession):
hillebrand@khg-tuebingen.de

Kerstin Schelkle, university chaplain:
schelkle@khg-tuebingen.de

Pastor PD Dr. Inge Kirsner, ESG:
kirsner@esg-tuebingen.de

Pastor Christina Jeremias-Hofius, ESG:
eremias-hofius@esg-tuebingen.de

Advice for international students
Office hours
KHG: Thursday 10:00 – 12:00 Carl-Sonnenschein-Haus
ESG: Wednesday 10:00 – 12:00 Schlatterhaus

KHG: Claudia von Au:
vonau@khg-tuebingen.de

ESG: Kerstin Schelkle:
schelkle@khg-tuebingen.de

Katholische Hochschulgemeinde (KHG)
The “Katholische Hochschulgemeinde” (KHG) is open to all students and faculty members. It offers events and services which provide a balance to everyday student life, support you as your personality develops, and inspire you to live the Christian faith. The KHG is partly run and shaped by students, and you are welcome to join in at any time.

For more information, go to: www.khg-tuebingen.de/index.php/en/
ORIENTATION EVENTS FOR ARRIVING INTERNATIONAL STUDENTS

During the orientation weeks from 09 – 20 October and in the weeks prior to the start of the semester, university holds a number of events specifically designed for international students.

The Department of International Affairs helps ERASMUS+ and other exchange students with questions regarding student accommodation, residence permits, and enrollment.

The advisory course "Studieren an der Universität Tübingen" helps arriving students organize student life in Tübingen. Course content includes:

- Information on studying at the University of Tübingen (lectures, seminars, presentations, exams)
- Getting to know campus (library, refectories, institutes)
- Help with enrollment (health insurance, registration with city authorities, opening a bank account)
- Subject-specific counseling at the individual faculties, advice on timetables
- City tour of Tübingen, student life in Tübingen (shopping, going out, sports, eating out, telephone services, ...)

For more information on dates and locations, take a look at the brochure “Orientierungswochen / Orientation Weeks Wintersemester 2018-19” and the following links:

- [www.uni-tuebingen.de/en/3941](http://www.uni-tuebingen.de/en/3941)
- [www.uni-tuebingen.de/en/2](http://www.uni-tuebingen.de/en/2)

STUDENTS HELPING STUDENTS

StudIT

StudIT stands for “Student-Initiative Internationales Tübingen” and is a student-run service provided by the University of Tübingen to help international students get to know their German peers and settle in more easily. StudIT organizes a variety of events, activities, and trips throughout the semester.

[www.studit-tuebingen.de/en/](http://www.studit-tuebingen.de/en/)

International Coffee Hour

The student group offers free coffee, tea, biscuits, and the chance to meet fellow (inter)national students and speak German. Every Friday (during semester) from 14:00 – 16:00.

[www.stura-tuebingen.de](http://www.stura-tuebingen.de)

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[www.stura-tuebingen.de](http://www.stura-tuebingen.de)

THE WORLD IN TÜBINGEN

International students enjoy living and studying in Tübingen, and we are happy to welcome them into our community! It is important to us that students from around the world feel at home in Tübingen. Therefore, we offer a number of specialized advisory services suited to their needs.

International students who hope to complete a degree or doctoral program in Tübingen can get helpful advice from the “Abteilung Beratung und Zulassung internationaler Studierender” (Section for Advice and Admission of International Students).

+49 7071 29-77734
simone.hahne@verwaltung.uni-tuebingen.de

Office hours
Monday 13:00 – 15:30
Tuesday, Thursday, and Friday 08:30 – 11:30

If you are in Tübingen on a bilateral exchange program or ERASMUS, the “Abteilung Beratung und Zulassung internationaler Studierender” (Section for Advice and Admission of International Students) can answer your study-related questions.

[www.studa-tuebingen.de/en/](http://www.studa-tuebingen.de/en/)

STUDYING ABROAD

CHECKLIST FOR INTERNATIONAL STUDENTS

- Details regarding your enrollment are specified in your letter of admission.
- Register as a resident at the Bürgeramt, Schmiedtorstraße 4. Don’t forget to bring the following: passport, letter of admission, and a biometric (!) photo.
- Open a bank account and pay the necessary fees (don’t forget to take a receipt).
- Take out student health insurance if you don’t have insurance in your home country, or your health insurance does not cover your stay in Germany. In case you do have valid health insurance, you can apply for an exemption from statutory health insurance.
- Enrollment must be completed at the “Studierendensekretariat” (Student Administration), Wilhelmstraße 11. You will bring the following:
  - Printout of your electronic application for enrollment
  - Letter of admission
  - Written confirmation of health insurance
  - 1 passport photo
- EU citizens may enroll by post
- German language courses
  - If you are required to take German classes or would simply like to improve your German while studying in Tübingen, make sure to look into available courses and dates early on. For more information, see page 22.
**GERMAN COURSES AND INTERCULTURAL PROGRAMS**

Whether you want to improve your German or learn more about Germany and its people, the center for “Deutsch als Fremdsprache und Interkulturelle Programme” (German as a Second Language and Intercultural Programs) in the Department of International Affairs offers a number of classes to help make your stay in Tübingen worthwhile.

We hold preparatory courses for international students every March and September. Apart from language lessons, these courses also help you with social, cultural, and academic matters and provide guidance in and around Tübingen and university. Throughout the semester, we also offer an extensive program of language courses and (inter)cultural seminars, as well as specialized courses and student support on “Studying in German”. Furthermore, our staff provides international students with individual tutoring sessions on academic writing and intercultural consultation. We also offer evening or morning classes for doctoral candidates, Master students, and guests of the university specifically and organize a four-week intensive workshop on German language and culture in August.

For the full program and information on how to register, see:

www.uni-tuebingen.de/en/1056

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**... AND FOR GERMAN STUDENTS**

German students can join their international peers and participate in courses and workshops on intercultural communication to develop their intercultural competence. Furthermore, the “DaF-Bausteine” program allows you to obtain qualifications in the area “Deutsch als Fremdsprache”. You can also join us as a trainee or tutor and gain additional professional qualifications or practical teaching experience. Taking courses with us, also allows you to get credit points (ECTS) in the field of key competences (Schlüsselqualifikationen). For more information, see pages 37-38.

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**... FOR GERMAN AND INTERNATIONAL STUDENTS**

Do you know “TANDEM”? The intercultural language tandem is a program that gives international students who want to improve their German and learn more about Germany and its people the chance to engage with German students, who want to deepen their knowledge of a foreign language and practice with native speakers.

The program matches up “German-international tandem partners” for casual communication among like-minded peers. For more information, see pages 37-38.

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**INTERNATIONALIZATION AT HOME**

While in Tübingen you have many options to work and learn on an international level, make international contacts, gain intercultural experience, and prepare for an intercultural profession. Take part in the activities of the student initiative StuDif (see p. 21), participate in the Buddy Program, join a language tandem, or sit in on the courses of the center for “Deutsch als Fremdsprache und Interkulturelle Programme” (see p. 22). You can also take certified language classes to develop your foreign-language skills and access competence-oriented course content tailored to your degree, occupation, and region of interest.

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**CONTACT**

Dezernat V – Internationale Angelegenheiten – Studium und Studierendenaustausch
Abteilung 1 – Austauschprogramme
Wilhelmstraße 22, 72074 Tübingen

+49 7071 29-72554

info@daf.uni-tuebingen.de

www.uni-tuebingen.de/en/1088

**LANGUAGE TRAINING**

At the Language Learning Center you can improve your general and specialized language skills at various levels, prepare for linguistic and cultural challenges during a stay abroad (e.g. an internship), get ready for a language-related profession, and obtain specific language certificates.

More information on the Language Learning Center on page 35 of this brochure.
The basic organizational unit of a university is called a faculty. A faculty represents a teaching and administrative unit of related or interconnected disciplines or subject areas. The faculties are responsible for the organization of research, teaching, and academic studies in their respective fields of academia. Members of a faculty do not only include academic staff and students, but also non-academic staff. The University of Tübingen has seven faculties, which we will briefly introduce on the following pages.

At the head of a faculty is the “Dekan” (Dean), who is responsible for the development of the faculty as a whole. The Dean signs the certificate of habilitation as well as the doctoral degree certificate. In Germany with the certificate of habilitation the right to lecture (venia legendi, Lehrbefähigung) is awarded.

The DTH was founded in 2011 and is one of the university’s central institutions. The first classes were offered in the wintersemester 2011-2012 in the Islamic Theology Bachelor program. Today the DTH comprises seven chairs and offers the following degree programs: Islamic Religious Education (Bachelor, Master of Education), Islamic Theology in a European Context, and Practical Islamic Theology for Chaplains and Social Work. Currently, approximately 120 students are enrolled at the DTH. More information on studying at the DTH, course catalogs, the syllabus, and module handbooks are available at:

www.uni-tuebingen.de/en/36716

CENTER OF ISLAMIC THEOLOGY

The “Zentrum für Islamische Theologie” (Center of Islamic Theology) is the only institution at the University of Tübingen that is not part of a faculty but at which full degree programs can be completed.

The DTH is the only institution at the University of Tübingen that is not part of a faculty but at which full degree programs can be completed.

The “Fakultätsrat” (faculty council) is another statutory body. Its task is to advise the faculty board. And there are some decisions which cannot be made without the approval of the faculty council. In Germany with the certificate of habilitation the right to lecture (venia legendi, Lehrbefähigung) is awarded.

The faculty is run by the “Fakultätsvorstand” (faculty board). The Dean and the “Prodekane” (Vice-Deans), including a Vice-Dean for Academic Affairs, are also members of the faculty board. The “Fakultätsrat” (faculty council) is another statutory body. Its task is to advise the faculty board. And there are some decisions which cannot be made without the approval of the faculty council. They include things like structural and development plans for the faculty, the creation, dissolution, or alteration of faculty institutions, as well as approval of the faculty’s study and exam regulations. The faculty council members include all the members of the faculty board, the heads of the faculty’s academic institutions, and representatives of non-professorial academic staff and of the students.

FACULTY OF PROTESTANT THEOLOGY

The study of Protestant Theology offers a wide and in-depth understanding of Christian faith in its protestant form. The basic subjects Old and New Testament, History of the Church, Studying Systematic Theology, and Practical Theology allows you to gain a combined insight into historical, philosophical, empirical, and theological perspectives. There are also many links to other disciplines. The study of Protestant Theology is particularly interesting to those students who plan to join the clergy or to become teachers of Religious Instruction. However, the programs also offers a range of other professional options. Language competence, historical knowledge, systematic thinking, and an eye for the different realities of life are key to the successful completion of the programs.

The “Evangelisch-Theologische Fakultät” (Faculty of Protestant Theology) at the University of Tübingen is one of Germany’s largest and most respected faculties in the field. Students can chose from a variety of various degree programs (e.g. a program for future vicars, diploma programs, a B. Ed.) or combine the study of Protestant Theology (minor subject) with different Bachelor and Master programs. The faculty also offers a Bachelor and Master program in Jewish Studies in collaboration with the Faculty of Humanities. The faculty’s core research areas include Biblical Archaeology, Jewish Studies, Ethics, Late Middle Ages and Reformation, Hermeneutics and Dialogue of Cultures, as well as Preaching.

The Faculty of Protestant Theology strives to work closely together with both the Faculty of Catholic Theology and the Center of Islamic Theology. The interdisciplinary cooperation with other subjects (including Archaeology and Psychology, History and Philosophy) is particularly important to us. Last but not least, Tübingen has one of the largest theological libraries, which allows students to study in a pleasant work environment. The nearby university library with its specialist information service (FID) and other libraries in Tübingen make it easy to find all the relevant literature quickly.

Thanks to the ERASMUS program, the faculty is part of an international network and offers students a variety of study programs abroad, most notably in Jerusalem.

In the week before the regular start of lectures, all Freshers must attend the introductory session at the “Evangelische Stift” (Tübingen Stift) at the beginning of each semester. For more information on dates, registration, and an overview of the program, visit:

www.evstift.de/index.php?id=144

For advice on studying abroad, contact Professor Dr. Reinhold Rieger or the “Studiendekan” (Vice-Dean for Academic Affairs):

CONTACT

Vice-Dean for Academic Affairs:
Professor Dr. Volker Henning Drecoll
Liebermeisterstraße 12
72076 Tübingen

www.uni-tuebingen.de/en/54849

www.evstift.de/index.php?id=144
FACULTY OF CATHOLIC THEOLOGY

The University of Tübingen’s “Katholisch-Theologische Fakultät” (Faculty of Catholic Theology) promotes academic debate within the Christian faith in both research and teaching, investigates how it developed in its Catholic form, and discusses its responsibilities in the face of current challenges. The cooperation between our 15 chairs reflects the complexity of Theology as a branch of academia, which is divided into four disciplines:

1. Biblical Theology: Biblical introduction and contemporary history; Exegesis of the Old and New Testaments
2. Historical Theology: History of the Early Church / Patrology (Theology of the Church Fathers) / Christian Archaeology; Medieval and Modern Era History of the Church
3. Systematic Theology: Basic Theological Philosophical Questions; Fundamental Theology; Dogma, History of Dogma and Ecumenical Theology; Theological Ethics / Moral Theology; Theological Ethics / Social Ethics
4. Practical Theology: Liturgy; Religious Teaching / Catechism / Religious Adult Education; Practical Theology / Pastoral Theology; Ecclesiastical Law

Two of our faculty’s special academic features include the Institute of Ecumenical and Inter-religious Research and a share in the Center for Ethics in the Science and Humanities. In our faculty it is standard to cooperate with other faculties. The faculty’s profile is ecumenical, which means we strive towards a dialogue between Christian churches and different religions.

Our research and teaching both aims to train future researchers (PhD program) and educate students in various degree programs at the basic academic levels for the following professions:

1. Full theological degree (Magister / Magistra theologiae): Pastoral care (priest, pastoral counselor)
2. Bachelor / Master of Education: School (Religious Instruction in combination with 1 – 2 other school subjects)
3. Bachelor of Arts: via dual competence (Theology and another subject) professions at the interface of religion, theology, church, and society (business, management, media, culture)

FACULTY OF LAW

The University of Tübingen’s “Juristische Fakultät” (Faculty of Law) is located in the Neue Aula, the university’s main building. With some 2,500 students and 22 professors, it has been well known all over Germany for 500 years. Solid legal studies and practical training in the core areas lay the foundation for a comprehensive degree and successful professional life.

Our global connections provide outstanding contacts around the world. Highly-motivated students get the chance to apply what they have learned in the realistic setting of five Moot Courts. Our proximity to the state capital Stuttgart gives our students plenty of opportunities to work closely with professionals; the state’s central authorities and courts are located in Stuttgart, as are many respected legal firms. Our faculty library – the “Juristisches Seminar” – provides varied work spaces for individual and group study, as well as a comprehensive collection of print and electronic literature. Its generous opening hours make for a good working environment. Via our own Computer Center, the Faculty of Law is able to offer high-quality IT infrastructure, library and technical support, as well as training in all important databases, which are also accessible remotely, and in researching the literature.

In research, too, the University of Tübingen Faculty of Law is highly ranked. From the historical foundations of the law, to international law, to areas such as international commercial law, international civil process law, international criminal law and criminology – Tübingen is making important contributions. Furthermore, many law professors across Germany trained in Tübingen.

CONTACT
Dean: Professor Dr. Stefan Thomas
Vice-Dean for Academic Affairs: Professor Dr. Wolfgang Forster
Juristische Fakultät
Geschwister-Scholl-Platz
72074 Tübingen

CONTACT
Vice-Dean for Academic Affairs
Professor Dr. Reinhold Boschki
Katholisch Theologische Fakultät
Liebermeisterstraße 12
72076 Tübingen

www.uni-tuebingen.de/en/10973
**FACULTY OF MEDICINE**

The University of Tübingen’s “Medizinische Fakultät” (Faculty of Medicine) is one of Germany’s leading medical institutions at university. The faculty’s representatives are pioneers in developing innovative teaching methods and future-oriented strategic approaches.

The Faculty of Medicine is a training center for more than 4,000 students of Medicine, Dental Medicine, the Bachelor programs Molecular Medicine and Medical Technologies (in cooperation with the University of Stuttgart), and the Master programs in Molecular Medicine, Biomedical Technologies, and Medical Radiation Sciences. It also offers a PhD program in Experimental Medicine, as well as Master’s and doctoral degrees in Neuroscience and Behavioral Science. The Faculty of Medicine is one of the most popular places for training doctors in Germany and is highly ranked internationally.

It was one of the university’s four founding faculties in 1477 – our teaching has a long tradition.

Our motto is summed up as SPIRiT – Student-oriented, Practice-based, International and Research-driven in Tübingen. When studying Medicine in Tübingen, the student is at the center of things: Learning is team-based and our teachers are highly trained; quality evaluations are conducted regularly across the board; practical skills are trained at our Simulation Center, and professional skills are taught at the Center for Medical Didactics; all these innovations contribute to our students’ success. Moreover, students at the Faculty of Medicine have the opportunity to gain international experience around the world in various exciting exchange programs. The faculty has a good reputation for its research. Thanks to the direct link between the Faculty of Medicine, the University Hospitals, and a number of key research institutes, the latest research results can be swiftly adapted for practical use and integrated into teaching. This ensures our students have a solid understanding of how research works. The Faculty of Medicine guarantees scientifically-based, patient-oriented, practical training.

**CONTACT**

Dean: Professor Dr. Ingo B. Autenrieth
Medizinische Fakultät
Geissweg 5
72076 Tübingen

Vice-Dean for Academic Affairs: Professor Dr. Stephan Zipfel
Medizinische Fakultät
Geissweg 5/1
72076 Tübingen

**FACULTY OF HUMANITIES**

The “Philosophische Fakultät” (Faculty of Humanities) includes subjects with a very long tradition at the University of Tübingen, and it was one of the founding faculties when the university was established in 1477. In order to emphasize the unity of the various disciplines, the faculty was restored to its original form in 2010. When compared on an international level, the faculty offers an exceptionally broad spectrum of subjects, which includes more than 60 degree programs with a main focus on Languages and Literature, Asian and Middle Eastern Studies, Archaeology and Classics, History and Philosophy. Our well-equipped institute libraries and the diverse study and research options available to students attract many applicants and guest researchers from across Germany and around the world. A number of partnership agreements with institutions of higher education around the globe enable Tübingen students to gain international experience or to complete part of their studies abroad.

The Faculty is organized into five departments. Student related matters, such as student administration, student advice, and the organization of student-specific interests, however, are overseen by the respective institutes, which also host introductory events for Freshers.

Our institutes are spread across a number of locations around Tübingen. For a full list of addresses and further details, visit our website. You may also go to the Dean’s Office for general inquiries (Dean: Professor Dr. Jürgen Leonhardt; Vice-Dean for Academic Affairs: Professor Dr. Robert Horres, (further Dean’s Office representatives on the website).

**CONTACT**

Vice-Dean for Academic Affairs: Professor Dr. Robert Horres
Philosophische Fakultät
Keplerstraße 2
72074 Tübingen

www.uni-tuebingen.de/en/11450

www.medizin.uni-tuebingen.de/en/Students
In 2013, the “Mathematisch-Naturwissenschaftliche Fakultät” (Faculty of Science), in short MNF, celebrated its 150th anniversary; it was the first modern scientific faculty in Germany. At the time of its foundation, the faculty included the subjects Mathematics and Astronomy, Physics, Geology and Mineralogy, Chemistry, Physiological Chemistry, Botany and Zoology. In its current form, it has existed since October 2010. Our departments – Biology, Chemistry, Geoscience, Informatics, Mathematics, Pharmacy / Biochemistry, Physics, and Psychology – work closely together.

The faculty is also a part of a close-knit research network across university. We offer students and academics a mix of traditional and long-standing interdisciplinary subjects (e.g. Biochemistry, Bioinformatics, Geoeconomy, Cognition Science, and School Psychology). We also teach state-of-the-art subjects that are oriented towards current technical and social challenges; they include: Applied Environmental Geosciences, Media Informatics, Medical Technologies, Nanoscience, Pharmaceutical Sciences and Technologies, and Environmental Science.

As of wintersemester 2017-2018, more than 9,800 students were enrolled in over 50 degree programs of our extensive course content on offer. Ensuring to maintain its diverse subject-range, the Faculty of Science puts particular emphasis on socially relevant topics regarding life sciences and environmental research.

Our core research areas include: Pharmaceuticals Research, Astrophysics and Elementary Particle Physics, Microbiology, Integrative Neuroscience, Scientific Archaeology, Plant Molecular Biology, Environmental and Geosciences, Quantum Physics, and Cell Biology.

After Medicine, the faculty is the university’s second-biggest earner of third-party funding, attracting more than 46 million euro annually. We are involved in the Neuroscience Excellence Cluster CIN, the graduate school LEAD, and in no less than eleven collaborative research centers and four research training groups sponsored by the German Research Foundation.

We currently employ 181 professors, 27 assistant professors and instructors, and approximately 1,500 further staff.

CONTACT

Vice-Dean for Academic Affairs: Hon.-Prof. Dr. Joachim Ostwald
Mathematisch-Naturwissenschaftliche Fakultät
Auf der Morgenstelle 28
72076 Tübingen

www.uni-tuebingen.de/en/11276

www.uni-tuebingen.de/en/11305
**THE UNIVERSITY LIBRARY – ONE FOR ALL**

The “Universitätsbibliothek” (University Library), short UB, supplies the entire university with relevant information. It does so together with around 50 department and institute libraries. The majority of the 3.7 million printed materials are circulating items; the UB’s electronic resources (approx. 300,000 e-books, e-journals, and databases) are usually also accessible on the go and from home.

Whether you are looking for resources or want to get an overview of the UB’s services, the UB website is the starting point for all your searches. If you prefer to talk to someone in person, the info desks in the library are the right place to go. In addition, the UB staff also offer library tours and info sessions on a variety of subjects.

**UB - YOUR STUDY AND WORKPLACE**

The UB on Wilhelmstraße is comprised of four inter-connected buildings. The guide-system on our digital info terminals helps you orientate yourself and find your way around. There are over 1,500 study spaces available to you – whether you prefer to study by yourself or in a group. Go to the “Seatfinder” to check for available seats.

[http://vergil.uni-tuebingen.de/seatfinder/seatfinder.html](http://vergil.uni-tuebingen.de/seatfinder/seatfinder.html)

All buildings have free Wi-Fi, and there are plenty of computers, copying machines, printers, scanners, whiteboards, displays, and workspaces for you to use. The UB also runs the E-Learning Support Center for electronically supported teaching at Brechtbau (Wilhelmstraße 50) and, in cooperation with the ZDV, the E-Learning Support Center for electronically supported teaching at Brechtbau. The UB also runs the E-Learning Support Center for whiteboards for you to use. The UB also runs the E-Learning Support Center for electronically supported teaching at Brechtbau.

**ORIENTATION EVENTS ON HOW TO USE THE UB**

During the first weeks of semester, our staff offer daily library tours and introductions into how to use UB services. Registration forms for introductory courses are available on our website.

During the semester, the UB also offers training sessions on different subjects. For times and topics see our website and our “Infoblatt 16”, which is available at the library information desk. The E-Learning course “Informationskompetenz Online,” for instance, teaches you the basic principles of finding, accessing, and managing (secondary) sources; you also receive 4 ECTS for the course.

[www.ub.uni-tuebingen.de/kurse](http://www.ub.uni-tuebingen.de/kurse)

**CONTACT**

Universitätsbibliothek
Wilhelmstraße 32, 72074 Tübingen
+49 7071 29-72846
information@ub.uni-tuebingen.de

Opening hours
Monday to Friday
08:00 – 24:00
Saturday, Sunday
10:00 – 22:00

**MAIN BUILDING**

The UB main building is located opposite Mensa Wilhelmstraße. On the ground floor, there is a large lounge area for students to study and talk, as well as a cafeteria. The info-screen at the central wall of the foyer keeps students up-to-date about services and current events at UB.

The first floor houses the library’s central information desk and various study rooms with plenty of space for research, individual study, and group work. Anything related to borrowing circulating library items such as books and other media happens at the “Ausleihzentrum” behind the revolving glass door. It not only includes a lounge area and communal workspace, but also holds the current collection of course books and the “Lern+Zentrum,” where students can get advice from the “Schreibzentrum” (Writing Center) or the “Graduiertenakademie” (Graduate Academy) among others.

**AMMERBAU/ “ALTE WASCHHALLE”**

Walk past the lending desk and across the bridge to go to Ammerbau; there, you will find reading space for silent study, a “Präsenzbestand” (non-circulating) specialist literature, and a collection of more than 500,000 circulating items. Library services also include computer pools and bookable study rooms that are not only ideal for group work, but also come with technical equipment (smart-, whiteboards). From Ammerbau, a second bridge leads to the “Alte Waschhalle” (university’s former laundry hall), where you can find more silent study space, as well as an extensive collection of circulating journals.

**BONATZBAU**

Inside the UB’s striking old building, the Bonatzbau, the historic “Lesesaal” (reading room) invites you to work in a particularly quiet atmosphere. In the left wing of the building, the UB commonly gives courses and training sessions (library use, e-media, reference management programs, etc.). The right wing, in contrast, holds the “Handschriftenlesesaal,” a reading room reserved for the study of historic prints, manuscripts, and other archived documents. The graphic collection of the Institute of Art History and the University Archive are on the first floor.

**UNIVERSITY ARCHIVE**

The University Archive is the university’s tangible memory and the first port of call for questions regarding its history. The archive is open to everyone interested in the university’s past, and our staff are happy to provide visitors with advice, information, and source texts.

In order to prepare for your visit, we recommend you contact us prior to it by phone or via email.

Universitätsarchiv Tübingen
Wilhelmstraße 32, 72074 Tübingen
+49 7071 29-72857
uat@uni-tuebingen.de

**CAMPUS OF NATURAL SCIENCES**

You can find mathematical and scientific literature (excepting Medicine and Geoscience) and related course books in the BERECHS-BIBLIOTHEK NATURWISSENSCHAFTEN. Plenty of study space allows you to either work by yourself or in a group; computers are also available.

The adjoining PCB-Library for Pharmacy, Chemistry, and Biology also includes silent study areas, group rooms, special computer pools, and a training room. The “Lernzentrum Naturwissenschaften” (Learning-Center Natural Sciences) is currently being moved to the refectory building opposite the cafeteria.

**Bereichsbibliothek Naturwissenschaften**

Auf der Morgenstelle 16 (Hörsaalzentrum), 72076 Tübingen
+49 7071 29-74229
morgenstelle@ub.uni-tuebingen.de

Opening hours
Monday to Friday
08:00 – 20:00
ZDV – IT FOR THE WHOLE UNIVERSITY

The “Zentrum für Datenverarbeitung” (ZDV) is the university’s IT and Data Processing Center. It provides students, faculties, and central institutions with IT infrastructure and IT services, which are the basis for successful learning, teaching, and research at the University of Tübingen. From enrollment, to borrowing books, to final exams – a student’s life is partly conducted in data networks. After enrollment, students receive an electronic identity, which gives them access to IT services across university and to a high-performance network comprising more than 14,000 computers. Free Wi-Fi is available to university members in almost all university buildings.

University members may contact each other via their university email addresses. The ZDV also manages university websites and technical platforms and develops apps which allow you to access digital content more easily (see p. 9).

CAMPUS – the portal for studies and teaching – is more than just an online course catalog. Managing your studies, registering for courses, and finding lecture halls are just some of the key functions, which allow you to effectively organize your studies (see p. 8).

Together with the University Library, the ZDV runs the university’s e-learning course platforms that are used to make teaching materials accessible to students; among others, they include discussion forums, wikis, and blogs for course participants. The ZDV also runs the Tübingen Internet multimedia server “timms,” which allows students to access more than 4,000 hours of video recordings from lectures and courses.

The ZDV offers a wide range of IT courses on current topics, which can be booked online.

In addition to basic counseling and training sessions, the Genius Bar also helps with notebooks and Wi-Fi access; the service is available both at the ZDV and the UB. The computer pools at Wilhelmsstraße 106 and in Building C (Morgenstelle campus) allow you to use modern terminals equipped with extensive and comprehensive software.

Student IT Services are located at: Wächterstraße 76 (training rooms and user administration) and Wilhelmsstraße 106 (computer pools and help centers).

For any questions regarding IT services, contact:

CONTACT

Zentrum für Datenverarbeitung (ZDV)
Wächterstraße 76, 72074 Tübingen

Hotline
+49 7071 29-70250

Advice
www.uni-tuebingen.de/en/607

Courses
www.kis.uni-tuebingen.de

www.uni-tuebingen.de/en/612

LANGUAGE LEARNING CENTER

The “Fachsprachenzentrum” (Language Learning Center) at the University of Tübingen offers language courses at beginner and advanced levels. Courses are primarily concerned with specialist language training, meaning courses address subject- or degree-specific language requirements, qualify for a stay or internship abroad, or prepare for an academic career. We teach in a practice-oriented way to improve students’ professional profile. While some degree programs require you to take courses with the Language Learning Center, you can also register for courses as part of your “Schlüsselqualifikationen” (key competences).

We currently teach the following languages: English, French, Italian, Japanese, Catalan, Russian, Swedish, and Spanish. Levels include beginners to specialist language courses at near-native speaker level, i.e. UNIcert I to UNIcert IV or A1 to C2 of the Common European Framework of Reference for Languages.

General language examples include: Global Health, Table Ronde, Japanese V. Examples of specialist language include: Ethique des sciences et technologies, Comprensione ed espressione orali, Academic Reading and Writing, and Global Issues and Ethics.

You can also obtain country- or university-specific certificates (UNIcert) with us. Sustainability and ethics courses for English, French, and Spanish are recognized in the certificate “Studium Decologium.” Some language courses are also recognized for the certificate “Interkulturelles Denken und Handeln.”

The university-specific UNIcert training allows students to:
• Prepare for studying in the target language
• Prepare for working with the target language in international and multilingual contexts
• Use the target language in intercultural and sociocultural contexts
• Gain in-depth knowledge in given areas of competence and earn a multilingual certificate

CONTACT

Dezernat V – Internationale Angelegenheiten – Studium und Studierendenaustausch
Abteilung 4 – Fachsprachenzentrum
Wilhelmsstraße 22, 72074 Tübingen

+49 7071 29-77407
fsz@uni-tuebingen.de

Opening hours:
During registration period
Monday, Wednesday, and Friday
10:00 – 15:00

Please check our website for any changes:

www.uni-tuebingen.de/en/705

www.uni-tuebingen.de/en/705
DIVERSITY-ORIENTED WRITING CENTER

ALL ABOUT ACADEMIC WRITING

The university’s “Diversitätsorientierte Schreibzentrum” (Diversity-oriented Writing Center) is your first port of call for questions on academic writing. From workshops to individual tutoring sessions and writing events, we are here to help and support you in writing academic texts.

In our practice-oriented workshops, you receive the necessary tools to successfully navigate your research and manage your written work. We provide a range of services that will help you during all stages of the writing process, and we will work with you to find answers to your specific questions and to find individual solutions.

We regularly organize writing sessions throughout the semester, during which you get a chance to focus on your writing, work with fellow students, and enjoy writing in a friendly atmosphere. Our staff are on hand and happy to answer your questions. The biggest event of this kind is our annual “Lange Nacht der aufgeschobenen Hausarbeiten” (Long Night Against Procrastination), which has always been on the first Thursday in March ever since we first launched the event in 2011. Hundreds of Tübingen students participate each year.

For more information on our services, a collection of teaching and writing events, we are here to help and support you in writing academic texts.

For an overview of subject-related services on academic writing at university, see: www.uni-tuebingen.de/en/28680

CAREER SERVICE

The university’s Career Service is the contact point between your studies and potential future career; it includes three central areas of work: Studium Professionale (courses on transdisciplinary key competences and orientation knowledge) and Career Counseling and Coaching. We also offer a range of advisory services and help students identify professional interests, find internships, establish contact with potential employers, and master job interviews.

Whether you plan on getting started in your first job or hope to pursue a doctoral degree after graduation, we are happy to advise you at every stage of your studies. In order to encourage communication between students and companies, we also organize the Career Day and Online-Talk and provide students with an online job and internship market, the so called “Praxisportal.” You can find the Praxisportal on our website (section “Praxis und Beruf”).

For an overview of additional workshops on academic writing, go to: www.uni-tuebingen.de/en/2767

You can obtain the necessary ECTS credit points in Studium Professionale courses, on internships, language courses at the Language Learning Center (DSL), as tutors for German as a Foreign Language (DaF), on data processing classes at the IT Center (ZDV), and via certain classes offered by the faculties and other institutions; they are listed in the back of the Studium Professionale semester program.

For an overview of all additional transdisciplinary qualifications or professional skills, so called “Schlüsselqualifikationen,” alongside their studies. Most study and exam regulations allocate 21 of the 180 ECTS credit points you need to get your Bachelor’s degree for training in transdisciplinary key competences and professional skills. Check the exam regulations for your degree program to find out exactly how many ECTS credits are required, or ask your subject advisor or the faculty student council. It is advisable to register for courses as soon as your first semester. As a rule of thumb, you should take classes comprising about 30 ECTS per semester, 8 to 4 ECTS of which should be allocated to courses in the transdisciplinary / professional skills profile. Some of them may be offered by your department as part of your degree program.

Every semester, the Studium Professionale offers classes in five areas – Transdisciplinary Skills (Society, Sustainability, Responsibility, Law), Academic Work, Communication, Creativity, and Professional Development and Preparation. Courses are usually not graded, but students whose study and exam regulations stipulate graded assessment will be graded accordingly. Courses may take place during the semester (some of them as weekend courses or intensive seminars) or during semester break.

You will also find a list of our consultation times.
The University of Tübingen’s Studium Professionale gives students a unique opportunity to take specialized seminars and develop transdisciplinary and professional skills. Students have the chance to develop an individual academic and professional profile in one or more of the twelve intensive modules: “Rhetorik und Kommunikation,” “Business & Management,” “Studium Oecologicum” (see also p. 53), “Social Engagement,” etc. Students can take and complete a range of courses in one of these modules and qualify for university certificates in the respective areas. For more information on certificates and formal requirements, see:

www.uni-tuebingen.de/en/33385

CAREER GUIDANCE FOR STUDENTS AND GRADUATES

On the one hand, our counselors at the Career Service offer advice and coaching sessions to help you orientate yourself and get an idea of the options open to you after your degree. We offer both one-on-one and group counseling sessions to support students in the process, all the while striving for a practicable, action-oriented outcome. On the other hand, we also answer any questions you might have about internship applications, finding suitable positions, or doctoral degree programs. Together we will develop an individual profile based on your wishes and professional perspectives, or we will make specific recommendations regarding your application. We provide one-on-one coaching or group sessions, webinars, or regular sessions at the university’s info-points. Our services are free for students and graduates up until six months after graduation. If you want to profit from our services, however, we advise you make an appointment with us during the early stages of your studies already.

www.uni-tuebingen.de/de/2796

www.uni-tuebingen.de/en/2767

www.uni-tuebingen.de/en/2767

www.uni-tuebingen.de/en/60902

www.uni-tuebingen.de/en/60886

www.uni-tuebingen.de/en/92203

www.uni-tuebingen.de/en/88402

www.uni-tuebingen.de/en/91637

FOR TEACHING-DEGREE STUDENTS

TÜBINGEN SCHOOL OF EDUCATION (TÜSE)

If you have decided to do a teacher education program at the University of Tübingen, the Tübingen School of Education (TÜSE) is your first port of call for all questions, information, and advice on teacher education programs.

With the foundation of the Tübingen School of Education, the University of Tübingen re-structured, systematically expanded, and qualitatively developed its teacher education programs. The TÜSE’s core areas include the following six fields of work:

- ADVICE FOR TEACHING-DEGREE STUDENTS
  The TÜSE offers individual counseling sessions, helpful info-material, and career advice (project ProfiL) for teaching degree students; they also organize information events on a regular basis.

- PROFESSIONSBEZUG – PREPARING FOR EMPLOYMENT
  This area includes specialized counseling services and additional training programs (e.g. internships, ServiceLearning) for students; it aims to connect the different phases of teacher education more thoroughly and efficiently (project Portfolio).

- INCLUSION, DIVERSITY, HETEROGENEITY
  We offer special courses on inclusion, diversity, and heterogeneity (e.g. in the M. Ed. program), plan related research projects, and take diversity-related measures within academic studies.

- INTERNATIONAL
  We work to form ties with universities and schools of education abroad, plan to host an International Education Week (summer school 2018), and promote internationalization here in Tübingen.

- PROMOTION OF JUNIOR RESEARCHERS
  We work towards expanding our support system for young academics and researchers, e.g. in the form of financial support, awards, and the Tübingen “Nachwuchsfründerprogramm” (development program for young researchers).

- RESEARCH
  TÜSE promotes and connects high-ranking subject-specific didactics, education science, and research (relevant to schools and teaching) to develop, among others, relevant competences.
An important part of the new Bachelor-Master structure of teaching degrees for Gymnasium (high school) is the "Bildungswissenschaftliches Studium" (Study of educational sciences - BWS). It prepares students for scientifically-based and professional work in the classroom and at school as a whole, and is predominantly integrated into the M. Ed. program. During their undergraduate studies, students familiarize themselves with the basic concepts of and problems in education. By providing students academic guidance well into their practical training as well as after their "stint" at school, we enable them to reflect on their position and experience within the school context from a teacher’s point of view and to validate their choice of profession.

During their postgraduate studies, students gain a deeper understanding of education in terms of pedagogy, inclusion, diversity, heterogeneity, empirical research. In an additional module, students may choose their own focus of study depending on their individual preferences and interests. During an internship, they also get to put their theoretical knowledge into practice and gain professional experience. All courses in the Study of educational sciences are listed in CAMPUS (section "Erweiterte Angebote für Lehramtsstudierende"). Students must register online.

For more details on the Study of educational sciences modules, see the Institute of Education website:

www.uni-tuebingen.de/en/62426

For printable downloads (e.g. the BWS module handbook in German), see:

www.uni-tuebingen.de/en/13450

CONTACT

Tübingen School of Education (TüSE)
Wilhelmstraße 31, 72074 Tübingen

Advice for teaching-degree students
Wilhelmstraße 31, Room 005, 72074 Tübingen

+49 7071 29-75402

studienberatung@tuese.uni-tuebingen.de

Office hours
Tuesday – Thursday 10:00 – 11:30
Monday – Wednesday 13:00 – 16:00

Make an appointment by adding your name to the list on the door of Room 005, via email, or by phone.

Advice via phone
Tuesday – Thursday 09:00 – 10:00

The Tübingen School of Education website also provides comprehensive answers to many of your questions.

CONTACT

ADVICE FOR TRAINEE TEACHERS AT VOCATIONAL SCHOOLS
Andreas Pflug advises students studying in the Professional Teaching Degree: Social Pedagogy/Pedagogy (in combination with another subject).

Andreas Pflug
Münzgasse 26, Room 108, 72070 Tübingen

+49 7071 29-74120

andreas.pflug@uni-tuebingen.de

STUDY OF EDUCATIONAL SCIENCES (BWS)

Andreas Pflug
Münzgasse 26, Room 108, 72070 Tübingen

+49 7071 29-74120

andreas.pflug@uni-tuebingen.de

www.uni-tuebingen.de/en/8043

www.uni-tuebingen.de/en/60884

Main Office
Wilhelmstraße 31, Room 003, 72074 Tübingen

+49 7071 29-75667

www.uni-tuebingen.de/en/75417

CONTACT

BWS advice for students
PD Dr. Dr. Martin Harant
Münzgasse 26, Room 109, 72070 Tübingen

+49 7071 29-78320

martin.harant@uni-tuebingen.de

For teaching-degree students | 40

www.uni-tuebingen.de

www.uni-tuebingen.de/en/62426

www.uni-tuebingen.de/en/13450
LIVING IN TÜBINGEN

STUDENT FINANCES

Semester fees, books, excursions, rent, nightlife – student life is expensive. Hence, we offer a number of counseling and advice services to help you with your finances.

BAFÖG, THE GERMAN STUDENT ALLOWANCE

German students may be eligible for the student allowance “BAföG.” The staff at the “Amt für Ausbildungsförderung” (Office for Educational Support) of the Studierendenwerk Tübingen-Hohenheim can help with inquiries regarding application. The Studierendenwerk Tübingen-Hohenheim is also responsible for administering BAföG to German students studying in Turkey and parts of Asia.

CONTACT

BAföG InfoPoint
Mensa Foyer, Wilhelmstraße 13, 72074 Tübingen
+49 7071 29-73803

Opening hours:
Monday – Thursday 11:00 – 15:00
Friday 11:00 – 13:00

Opening hours may be subject to change during the semester break.

More information on your contact person, personal consultation hours, and telephone consulting times is available at:

en.my-stuwe.de/bafoeg/tuebingen

Abroad (Turkey and parts of Asia)
Bismarckstraße 24, 72764 Reutlingen
+49 7121 94770
auslandsbafoeg@sw-tuebingen-hohenheim.de

Information on your contact person, personal consultation hours, and telephone consulting times is available at:

en.my-stuwe.de/support-for-studying-abroad

LOANS

If you require financial support to pay for your studies or need to bridge a financial gap, e.g. during exam period, you can apply for student loans. The “Studierendenwerk Tübingen-Hohenheim” (Student Services) has a section especially for matters concerning student finance and educational grants; their staff is happy to give you financial advise.

Studierendenwerk Tübingen-Hohenheim
Abteilung Ausbildungsförderung
Listplatz 1, 72764 Tübingen

darlehen@sw-tuebingen-hohenheim.de

www.my-stuwe.de/finanzierung

SCHOLARSHIPS

There are more than 1000 scholarships available to students in Germany, all of which are subject to different criteria. For an overview of available grants and scholarships, visit:

www.uni-tuebingen.de/en/908

JOBS

You would like to earn some extra money and are looking for a part-time job? If so, keep in mind that students are only allowed to work a maximum of twenty hours per week for insurance- and tax-related reasons.

The “Agentur für Arbeit” (German Employment Agency) supports students in their search for a suitable job. If you wish, you can sign up as a potential candidate for part-time jobs and have your name put down on a list; you may either do this at the reception desk or via e-mail. Your name will then be included into the agency’s digital distribution list, and you will receive job notifications on the positions available (e.g. part-time, mini-jobs, holiday jobs). Unfortunately, it is not possible to preselect job offers for you based on your personal preferences.

Agentur für Arbeit Tübingen
Konrad-Adenauer-Straße 12, 72072 Tübingen
0800 4 5555 00 (free of charge)
tuebingen.jobvermittlung@arbeitsagentur.de

For an overview of open positions for student (research) assistants at the University of Tübingen, go to:

www.uni-tuebingen.de/en/1627
THE DEUTSCHLANDSTIPENDIUM AT THE UNIVERSITY OF TÜBINGEN

The “Deutschlandstipendium” is a national fellowship program funded by private sponsors and the Federal Republic of Germany. Particularly talented and high-achieving students can apply for financial support of 300€ per month. The number of annual scholarships available to students depends on the amount of funding the university is able to acquire from private sponsors. In the summer semester 2018, the University of Tübingen awarded 219 scholarships. Students can apply for a “Deutschlandstipendium” each summer semester; successful applicants will receive funding over the course of one year starting April.

The maximum period of funding is linked (Regelstudiumzeit) to the number of semesters prescribed for the completion of a course and can only be extended beyond said period in justified cases. Students must apply for an extension in writing and provide sufficient reason for exceeding the prescribed maximum duration of their Deutschlandstipendium. You can only apply for funding in the degree program you applied for or are currently enrolled in.

The scholarship is paid out in monthly rates and need not be repaid; recipients may apply for an extension. The Deutschlandstipendium is awarded independent of income and can be combined with a BAföG allowance.

For more information on the eligibility criteria, formal requirements, and deadlines for application at the University of Tübingen, go to: www.uni-tuebingen.de/en/21268

Further information on the Deutschlandstipendium is also available at the German Ministry of Education and Research website: www.deutschlandstipendium.de/de/2319

FINDING A ROOM

Beginning your studies in a new town initially means you have to get a roof over your head. In search of the right place, you can either apply for student accommodation with one of the Tübingen student housing organizations or search the private housing market. Whichever you prefer, you should do it as early as possible to make sure you have a place to stay when the semester starts. The Tübingen “Studierendenwerk” (Student Services) is one of the main providers of student housing in town:

STUDIERENDENWERK TÜBINGEN-HOHENHEIM
The Studierendenwerk Tübingen-Hohenheim offers some 3,700 housing units in Tübingen, including in the student village Waldhäuser Ost with around 1,700 units. For more information on the individual student residences and online application forms, see the Studierendenwerk website.

Wohnheimverwaltung (Student Residences Administration)
Fichtenweg 5, 72076 Tübingen
+49 7071 96970
wohnheimverwaltung@sw-tuebingen-hohenheim.de
en.my-stuwe.de/housing/halls-of-residence-tuebingen

Office hours
Monday and Wednesday 09:00 – 11:30
Thursday 13:30 – 16:00

Private accommodation services / Info-Point
Wilhelmstraße 13, Mensa Foyer
+49 7071 29-73871
privat-zimmervermittlung@sw-tuebingen-hohenheim.de

Opening hours
Monday – Friday 10:00 – 14:45
A GROWLING STOMACH DISTRACTS FROM LEARNING – REPECTORIES AND CAFETERIAS

Whether you are looking to enjoy a three-course meal or a quick coffee break, student services offers a wide range of snacks and foods. Of course, the university’s “Mensen” (refectories) and cafeterias also cater to vegetarians and vegans. Outside opening hours, you can buy snacks at one of the various vending machines on campus. Your student ID card allows for cashless payments, and if you have registered for “Autoload,” you can even get a top-up, i.e. transfer money onto your card, at the check-out. Alternatively, use transfer-terminals where you can upload money from your bank account to your student ID card.

There are a number of refectories located both on and off campus. The “Mensa Prinz Karl,” one of the oldest student canteens in Germany, is located in a historic building in the heart of Tübingen’s old town and is certainly worth a visit. If you spend most of your day at the scientific institutes, the refectory / cafeteria “Auf der Morgenstelle” and the cafeteria “Hörsaalzentrum” are your go-to places for food and drink. The main spot for hungry students at campus Tal is the “Mensa Wilhelmstraße” opposite UB (University Library). Starting spring 2019, the Mensa Wilhelmstraße will undergo construction; university will provide a temporary refectory for the time being. The cafeteria at “Clubhaus” (club house) opposite Neue Aula also offers snacks and small (hot) meals. Every Thursday, the Clubhaus hosts the legendary Clubhaus Parties.

Refectory and cafeteria menus and opening times available at:

TUeBINGER STUDENTENWERK e.V.
Four of the Tübingen halls of residence belong to the registered charity “Studentenwerk e. V.” However, only part of the rooms in these halls, are allocated by application. Two of the halls are self-administered, which means you can directly apply to current residents if there are free rooms. For updates and current information, visit their website.

The local newspaper, the “Schwäbisches Tagblatt,” advertises for rooms and apartments every Wednesday and Saturday:

The local newspaper, the “Schwäbisches Tagblatt,” advertises for rooms and apartments every Wednesday and Saturday:

USEFUL LINKS AND WEBSITES

www.tuebingen-wohnungsmarkt.de
www.wg-gesucht.de/en/
www.studenten-wg.de
www.studenten-wohnung.de
www.immowelt.de
www.studenten-wohrgemeinschaft.de
www.vierwaen.de
www.diewohnung.de
www.zwischenmiete.de
www.wg-welt.de

Tübingen Studentenwerk e. V.
Rümelinstraße 8, 72070 Tübingen

+49 7071 92490
kontakt@stuwe-tuebingen.de
www.stuwe-tuebingen.de/?Wohnheime

LINK TO OTHER STUDENT HALLS

There is a number of other student residences run by registered societies, churches, or private institutions. For an overview and links, go to the student housing website:

www.uni-tuebingen.de/en/105

Fancy something different? There are numerous restaurants, takeaways, snack bars, and pubs on campus and in the old town.
GETTING AROUND TÜBINGEN – DAY AND NIGHT

Students can purchase a “Semesterticket” (student travel pass) at a discounted rate to use public transport in an around Tübingen. The ticket is valid for the duration of six months and covers the entire "naldo“ (Neckar-Alb-Donau) area. It is valid in all trains and buses in the districts of Tübingen, Reutlingen, Zollernalbkreis, and Sigmaringen. In order to purchase the ticket, you will need to show your “Bescheinigung für das Semesterticket,” which you receive with your data sheet (Leporello) and certificate of enrollment before the start of semester.

If you chose not to buy a Semesterticket, you can still use public transport in the entire naldo area and travel free of charge during certain off-peak times (after 19:00 on workdays, all day on weekends and public holidays). Your Student ID card and certificate of enrollment function as your ticket; make sure both have a naldo logo on them, and carry them with you during your travels as you will need to present them to the conductor.

If you commute from the Stuttgart area or often travel from Tübingen to Stuttgart, a connecting “Anschlussticket” from the VVS (Stuttgart Region Transport Authority) is the right choice for you. The ticket is valid for a full semester and also allows you to use public transport in the Stuttgart city area.

Student tickets are available at DB (Deutsche Bahn) Travel Centers, public transport sales points (Tübingen and Reutlingen), at Omnibus Groß (Rottenburg), and the Uni Shop at Wilhelmstraße. Connecting tickets can only be purchased at DB Travel Centers and SSB Customer Centers in the VVS area. Tickets are only valid in connection with a valid Student ID.

For more information and current prices, go to: www.naldo.de

CITY BUS
You can easily get around Tübingen by bus. In most parts of town, buses run at least every 30 minutes; in some busy areas, such as Waldhäuser Ost, buses run up to 20 times per hour. At night, the “Nachtbus” (night bus) will get you home safely. Students with a Semestersticket (student travel pass) can use the city bus free of additional charge. More information at: www.svtue.de

CAR SHARING
If you don’t have a car but would like to use one every now and then, you can register for car sharing. The Tübingen initiative “teilAuto“ has a fleet of vehicles ranging from small cars to vans and offers special student discounts. For more information on general procedures, registration, vehicles, and costs, visit the “teilAuto“ website. teilAuto Ludwigstraße 18, 72072 Tübingen +49 7071 360306 info@teilauto-tuebingen.de www.teilauto-neckar-alb.de

VANS FOR HIRE
If you need to transport larger items, you can rent an Opel Movano (van) from the Studentenwerk e.V. on favorable conditions. For more information, contact administration:
Studentenwerk e.V. Rümelinstraße 8, 72070 Tübingen +49 7071 92490 kontakt@stuwe-tuebingen.de

FOR NIGHT OWLS – THE TÜBINGEN NIGHT BUS

The Tübingen “Nachtbus” (night bus) runs from 00:00 – 03:00 in the morning and covers almost all parts of town; on Christmas and New Year’s Eve, however, the bus runs on a special timetable. Its central stop is the bus station opposite Tübingen railway station, but you can also catch the night bus at Nonnenhaus/ Wilhelmsstraße. The service operates on a daily basis and buses run every hour. Some residential areas even encompass two bus routes, which means there is a service every 30 minutes.

The night bus costs the same as all city buses. Students with a travel pass, including the naldo Semesterticket, can use the bus free of charge. Students without a travel pass go free of charge on weekdays (after 19:00), weekends (all day), and public holidays given they can show the relevant enrollment certificate (with naldo logo) upon request. See the TüBus guidelines to check on which routes you can take your bike with you.

For more information on the Tübingen night bus and its services, see their website: www.svtue.de/liniennetz/linienverzeichnis-nacht

The Tübingen “Nacht-SAM” (Nacht-Sammeltaxi) is a nighttime shared taxi which you can call to take you from one bus stop to another or, if you live outside the city center, right to your doorstep. The Nacht-SAM runs daily from 22:00 – 06:00 within the Tübingen area. The bus leaves the town center, Lustnau, and Derendingen on the hour and half-hour. It leaves Weilheim, Kilchberg, Bühl, Hirschau, Unterjesingen, Bebenhausen, Pfrondorf, and Sigmaringen at quarter past the hour.

The Nacht-SAM collective points in the town center are:
• SAM 1 bus stop Nonnenhaus
• SAM 2 Faulen Eck (outside the Hospiz, Neckarhalde)
• SAM 3 Krumme Brücke
• SAM 4 bus stop Uni/ Neue Aula

Upon request, the driver will accompany you to the door. Rides cost 8€ for adults, 5.70 € for students with a travel pass, and 5 € for children.

TAG-SAM
The “Tag-SAM” (Tag-Sammeltaxi) is an additional service provided by the Tübingen public transport authority. The shared taxi service operates within regular bus hours and is part of the fixed route services (for Tübingen city center and suburbs), it is marked “R9.” The Tag-SAM costs the same as a regular bus ride. However, smart or naldoCards are usually not accepted for technical reasons; also drivers cannot issue four-ride tickets, day tickets, or naldo tickets. Upon request, they can give you a receipt for a single-ride ticket though, which you can use to switch onto a bus or train within the Tübingen city area.

Tag-SAM and Nacht-SAM travel is subject to further conditions. For more information, go to: www.svtue.de/sam

Please call at least 30 minutes ahead of your desired journey with the Tag-/Nacht-SAM. The number is +49 7071 34000.
STUDENT SELF-GOVERNMENT

STUDENT UNION
All students at the University of Tübingen – including you – are members of the student union! The student union is a legal and self-governing body.

Its responsibilities include:
• representing the subject-related, multidisciplinary, social, economic, and cultural interests of students
• representing students’ interests regarding university policy
• promoting political education and exchange of views on university policy among students
• promoting gender equality and removing discrimination within the student body

The student union’s central organ is the student council, the so-called “Studierendenrat,” in short “StuRa.” It is funded with the help of membership fees that are part of your study fees. Within the different faculties and subject areas, student representatives organize themselves within the “Fachschaften” (faculty student councils).

THE STUDENT COUNCIL (STURA)
The student council StuRA is the highest statutory body of student self-governance at university. Each year, students elect 21 representatives, some of which are active members in the “Fachschaften” (faculty student councils) and/or members of different student groups concerned with university policy at large. The StuRA administers the membership fees, discusses and examines student concerns, and acts upon them. These issues can range from cultural and civic education, to semester tickets, and tuition fees. Meetings of the student council are open to all students. We would be happy to see you there!

Further information on the StuRA at:
www.stura-tuebingen.de

SPONSORSHIP
Students and groups who plan on realizing a project beneficial to the larger student community, can apply to the StuRA for funding. Events and projects worth (financial) support include:
• Lectures and discussion events
• Film screenings (e.g. project “Gleichfilm”)
• Action days and film festivals
• Student-organized seminars (not awarding ECTS credits)
• Cantaloup fm and Kupferblau
• “Gleichfilm” movie series
• Ract! Festival
• Do you also have an idea? Get in touch!

WORK GROUPS
The StuRA operates in work groups, which are open to all students and deal with a variety of subjects. There are work groups on press and public relations, finance, environment, the Ract! Festival, tuition fees, gender equality, and much more. Students are more than welcome to join in and contribute new ideas.

Contact for StuRa and the work groups:
Studierendenrat, Clubhaus, Wilhelmstraße 30, 72074 Tübingen
ga@stura-tuebingen.de
www.stura-tuebingen.de

PLENARY MEETINGS AND VOTES
The student council holds regular plenary meetings. All students can and should attend the meetings in order to actively participate in the organization and shaping of university. The faculties and Fachschaften may also convene plenary meetings. They are a grass-roots democratic element of university policy and promote the exchange of information between students and student representatives in the StuRA.

FACULTY STUDENT COUNCILS
Each subject area has its own student council, the “Fachschaft.” The Fachschaft works to promote the interests of students in their respective area of study and represents the larger student body on the faculty boards. The student representatives contribute, for example, to the reformation of existing examination regulations and the advisory services for first semester students. They also organize cultural events, lectures, parties, and Fresher’s events.

The faculty student councils are open to all students and always happy to welcome new members. If you are interested in joining or have any questions, go to the next meeting of your Fachschaft.

Once a week, all faculty student councils meet at a plenary meeting, the so-called “Fachschaftenvollversammlung” or FSVV, to discuss study-related questions and issues regarding wider university policy. The meetings take place every Monday evening at 18:00 at the Clubhaus and students are welcome to join!

Links to the various faculty student councils at:
www.uni-tuebingen.de/de/108

STUDENT GROUPS AND INITIATIVES
There are a number of groups and initiatives at the University of Tübingen for students to join and become involved in. You can find them at:
www.uni-tuebingen.de/de/109890
The Studium Generale is a free service provided by the University of Tübingen addressed to both students and members of the general public. Here, academics and researchers of various fields and backgrounds give evening lectures and talks on a variety of current, mostly interdisciplinary subjects. All of the lecturers in the Studium Generale series work on a voluntary basis, meaning they offer talks in addition to their other manifold duties and without pay. Oftentimes, they also include distinguished personalities from outside university.

The Studium Generale is commissioned by the University of Tübingen Senate and coordinated by a working group headed by the Vice-President for Academic Affairs.

There is a new and varied program every semester. Attendance is free of charge and well worth the experience. You can not only gain valuable insight into your own area of study, but also broaden your horizon. Why not give it a try?

You can find the program for winter semester 2018-19 at:

www.uni-tuebingen.de/en/63

Further information on the Studium Oecologicum and the current course program at:

www.uni-tuebingen.de/en/52324

In summer 2009, the student initiative Greening the University e.V. initiated the inter-and transdisciplinary course program Studium Oecologicum. Today, the Studium Oecologicum is coordinated by the International Center for Ethics in the Sciences and Humanities (IZEW) and offered by the Career Service as part of the “Sustainability” courses in the Studium Professionale. It now comprises some 25 courses per semester for students of all subjects.

From the basics of sustainable development, to climate change, future-oriented energy supplies and environmental psychology, to inclusive town planning and fairness between the generations, the Studium Oecologicum offers interactive seminar that discuss the many faces of sustainability. Learn to analyze the challenges of the present in order to find solutions for a just and ecologically sustainable future! You can also take courses in the Studium Oecologicum to get credit for your “Schlüsselqualifikationen” (key competences) module. Given you take at least three seminars and receive at least 12 ECTS, you can obtain the Studium Oecologicum certificate for basic competency in the field of sustainable design and development.
UNIVERSITY SPORTS

In recent university evaluations, the University of Tübingen’s sports program “Hochschulsport” ranks among the highest performing programs of its kind in Germany. Thanks to the attractive and varied course program and the highly qualified staff, the university was thus awarded the title “University of the Year” by the Allgemeiner Deutscher Hochschulverband (adh) in 2011.

The mission of the University Sports Center is to offer a wide selection of needs-oriented sports activities for university members to promote quality of life and strengthen the sense of community and shared identity. The “Hochschulsport” offers activities and courses in different areas, such as recreational sports, competitive sports, and health training; its program ranges from more traditional activities, such as gymnastics, swimming, soccer, tennis, and dance, to health and fitness courses, and the latest trending sports. All classes are conducted by qualified staff and take place either on or near campus, making the service convenient for both students and staff. The University Sports Center also offers excursions, crash courses, and workshops run by international guest lecturers.

The University Sports Center encourages regular exercise and promotes physical activity as a way to strengthen social life and community at university. In our opinion, exercise is a crucial element in the promotion and maintenance of one’s health, well-being, efficiency, and personal development. Aside from popular sports, we also offer a wide range of competitive sport, which emphasize athletic competition and personal development. Aside from popular sports, we also offer a wide range of competitive sport, which emphasize athletic competition and personal development.

In addition, the University Sports Centre works to improve the community, identification with university, and community. Inself-organized groups. Competitive sportmen and athletes also have the opportunity to train without supervision.

PROGRAM
Our trained and motivated staff help realize our extensive program and meet the needs of students and employees. We offer more than 400 practice-oriented courses that focus on conveying comprehensive information and developing social skills. Each week, more than 300 qualified coaches organize and oversee sports activities in more than 40 disciplines and work to educate volunteers. If you wish, you can also use the spaces available at the Institute of Sports Science to organize your own activities; facilities include sports halls, the (woodchip) running tracks, the university stadium, and the grass and fitness areas. Courses are published on the website two weeks before the start of semester and are available to both students and staff. (www.hsp.uni-tuebingen.de).

Online registration starts one week before the start of semester; costs vary depending on the type of sport, necessary equipment, etc.

FITNESS AND HEALTH COURSES
A primary goal of the University Sports Center is to provide something for everyone in the area of leisure and health. Our courses aim to increase your health, well-being, and overall quality of life. The health and fitness courses include a range of fitness exercises and circuit training from aqua-fitness to pilates, and yoga.

SPORTS AND TRAINING COURSES
These are conducted by professional trainers and are adapted to the needs of beginners and advanced participants; you can learn a new sport or get better at an old one.

EXCURSIONS
All excursions (skiing, canoeing, climbing, etc.) are learning and teaching courses. This means you will not only get to know a new sport, but also experience nature and new physical challenges in a group of like-minded peers.

WORKSHOPS
We offer many interesting, high-quality workshops. Our instructors, especially in dance and yoga, include respected teachers from all over Europe, the United States, and Latin America. We also invite guest lecturers to talk about preventative healthcare and stress management.

COMPETITIVE SPORTS
Students and university staff can compete in their disciplines and represent the University of Tübingen at both national and international tournaments, as well as the “Deutsche Hochschulmeisterschaften” (German University Sports Federation). Students can also qualify for the international European or World University Championships. Our sports department is responsible for the area “Competitive Sports” and helps with tournament registration and organizational matters (journey, etc.). In addition, students who participate in tournaments also receive funding. For more information, talk to the relevant student advisors at our department.

STRENGTH AND FITNESS ROOM, CLIMBING WALL
The Institute of Sports Science on Alberstraße has a strength and fitness room with an integrated climbing area. In 2012, the institute added a large outdoor area to the existing indoor climbing tower. In the strength and fitness area, we offer supervised courses in strength training and climbing; however, students also have the option to train and climb without supervision. In order to use the strength and fitness area, students have to sign up for a membership and pay a given fee. The membership is valid for the period of one semester and there are no inconvenient periods of cancellation. Our staff is happy to advise you on existing deals and help you register on the spot. You can also register online.

CONTACT
Hochschulsport
Institute of Sports Science
Wilhelmiistraße 124, 72074 Tübingen
Director: Ingrid Arzberger
Alberstraße 27, Room 102, 72074 Tübingen
Secretary/Info-desk: Gertraudt Fleischer
Alberstraße 27, Room 105, 72074 Tübingen
+49 7071 29-72634
hsp-info@ifs.uni-tuebingen.de

Office hours, course registration, ID cards
Monday
11:00 – 14:00
Thursday
09:30 – 11:30
Evening Office hours
Wednesday
18:00 – 19:00

www.hsp.uni-tuebingen.de
The Collegium Musicum is the university’s music society and offers, as part of the Studium Generale, students an extensive program for musical development. Besides the musical work for our ensembles, we offer courses, lectures, and special events that complement your practical work with in-depth theory. The Collegium Musicum comprises three ensembles: a choir, a chamber choir, and an orchestra.

ACADEMIC CHOIR
The “Akademische Chor” (academic choir) commonly presents oratory works whether it be in collaboration with the academic orchestra or professional ensembles. Prospective choir members must pass an audition (easy and challenging voice exercises, an easy phrase to sing from the sheet). Information on rehearsal times and concerts is available at:

www.uni-tuebingen.de/en/4015

CAMERATA VOCALIS
The Camerata Vocalis is a chamber choir which primarily sings challenging a-Capella pieces. You must have a good voice, be able to sight-read, and be willing to learn the repertoire independently. For further information and the current rehearsal plan, see:

www.uni-tuebingen.de/en/4007

ACADEMIC ORCHESTRA
The “Akademische Orchester” (academic orchestra) consists of around 90 musicians, who play musically challenging and ambitious programs. Their repertoire largely includes purely symphonic pieces with a focus on the Romantic period. Since the orchestra cooperates with the academic choir, however, the program occasionally also includes oratorios. The audition for the academic orchestra consists of two pieces of your choice (slow and fast, approx. 10 minutes in total) and part of a piece from the current program (which you prepared in advance).

www.uni-tuebingen.de/en/4023

Want to participate? Contact us via one of the following emails to register for auditions (voice and instrument):

akademisches.orchester@uni-tuebingen.de;
akademischer.chor@uni-tuebingen.de.

Where possible, times for auditions should be arranged prior to the start of semester.

SCHOLA CANTORUM
The Schola Cantorum at the Institute of Music Science is headed by Professor Dr. Stefan Johannes Morent and focuses on Gregorian Chants, monophonic Latin liturgical songs of the Roman Church, and other forms of medieval ecclesiastic music. During the semester, the Schola Cantorum rehearses every week and regularly contributes to church services or smaller concerts.

Male singers with singing experience who are interested in joining should contact:

Professor Dr. Stefan Johannes Morent
+49 7071 551889
Cell. 0171 5440786
stefan.morent@uni-tuebingen.de

CONTACT
Collegium Musicum
Director: University Musical Director Philipp Amelung
Schulberg 2 (Pfleghof), 72070 Tübingen
+49 7071 29-76096
collegium.musicum@uni-tuebingen.de

www.uni-tuebingen.de/en/3360

www.uni-tuebingen.de/en/4015

KULTURREFERAT CONCERTS
For over 60 years, the University of Tübingen’s “Kulturreferat” (Culture Office) has been working with the Museumsgesellschaft Tübingen e. V. and the city of Tübingen to organize classical concerts at the university's Festsaal (banquet hall) and at the former monastery of Bebenhausen. Some 25 classical concerts with outstanding international orchestras and solo artists are performed in three musical programs every year.

While the winter season concerts (October – April) and the International Pianist Festival concerts (May) are held in the Festsaal in the Neue Aula, the summer concerts (June – July) are traditionally held at the monastery of Bebenhausen.

Students who buy their tickets in advance receive a discount of 50 %. Prior to the start of concerts, students may purchase any leftover tickets for just 8 € (Last-Minute-Tickets).

CONTACT
Kulturreferat University of Tübingen
Artistic director: Günter A. Emilsson
Secretary: Peer-Arne Arweiler
Hölderlinstraße 19, 72074 Tübingen
+49 7071 29-74659
+49 7071 26634
kulturreferat@uni-tuebingen.de
www.konzerte-tuebingen.de

ADVANCE TICKET SALES
Bürger- und Verkehrsverein Tübingen (Tourist Office)
An der Neckarbrücke, 72072 Tübingen
Phone +49 7071 91360
Monday – Friday 09:00 – 19:00
Saturday 10:00 – 16:00

Kiosk Neue Aula
Geschwister-Scholl-Platz
Wilhelmstraße 7, 72074 Tübingen
Phone +49 7071 29-74658
Monday – Friday 11:00 – 13:00
(During semester only)
And at all Reservix sales points
THE UNIVERSITY MUSEUM AND ITS COLLECTIONS

The Museum of the University of Tübingen (MUT) is the university’s central institution and (virtual) home of some 70 collections. The MUT aims to organize scientific collections in an adequate and responsible manner and preserve them for future generations, research and education purposes. The museum’s main concern lies with promoting scientific exchange and discourse; various regional, national and international cooperations in the form of exhibitions, public events, research, publications, and teaching programs, such as the Master profile “Museum & Sammlungen,” ensure its realization. You can get a free booklet, which is also available in English and includes current information on all university collections, at different places. The MUT website also provides information, links, and further details on opening hours, guided tours, exhibitions, and individual collections. You can also follow us on Facebook! For updates and the newest information, visit: www.unimuseum.de

ANCIENT CULTURES

The MUT | Ancient Cultures in Schloss Hohentübingen (Tübingen Castle) is the most visited museum in Tübingen; it comprises collections of various archaeological and cultural disciplines and shows a number of globally unique exhibits.

Admire mankind’s oldest figurative art pieces: the 16 ivory mammoths which date back more than 40,000 years (Ice Age) and were selected shows a number of globally unique exhibits. The observatory at the castle is one of the few places in the world where you can see the “Reichenbachische Doppelfreies,” a precision instrument designed in the 18th century to measure distance. It was in the castle’s laboratory and former kitchen where Friedrich Miescher discovered Nucleic acids – DNA – in 1869.

EVOLUTION: THE PALEONTOLOGICA COLLECTION

The paleontological collection gives insight into evolution; it shows fossils of past geological eras, including fish, numerous types of dinosaurs and mammal-like reptiles, ammonites, sea lilies and other invertebrate animals.

MATTERS OF THE MIND: THE PSYCHOLOGICAL COLLECTION

The psychological collection consists of historic instruments and medical devices, as well as intelligence and skills tests. It also explains and illustrates optical illusion, haptic phenomena, fine motor skills, and the history of psychology as a discipline. The exhibition proofs how deceptive our senses can be.

MIND & SHAPE: THE MATHEMATICS COLLECTION

The exhibition presents models and portraits of the discipline’s most recognized and influential minds, the majority of which were created between 1875 and 1884 in Munich under the supervision of Alexander von Brill and Felix Klein. Computer-generated pictures provided by the Tübingen GeometrieWerkstatt and an interactive Imaginary-Touchscreen give insight into modern mathematical research.

CRYSTALS: THE MINERALOGICAL COLLECTION

If you want to experience the fascinating beauty of minerals, ore, and precious stones from around the world, this is the place for you. The collection features a wide range of crystals in more than 40 showcases. Some of the highlights in the collection include rare and scientifically significant meteorites, most of which were found during the 19th century.

THE CASTLE AND ITS HIGHLIGHTS

The Tübingen castle (das Schloss) is not only home to rare exhibits but also to the “Riesenera” (Great Tübingen Tun), the oldest giant wine tank in the world. The observatory at the castle is one of the few places in the world where you can see the “Reichenbachische Doppelfreies,” a precision instrument designed in the 18th century to measure distance. It was in the castle’s laboratory and former kitchen where Friedrich Miescher discovered Nucleic acids – DNA – in 1869.

THE UNI ON AIR

The University of Tübingen has two established media channels, CampusTV and Radio Micro-Europa, which give students the chance to gain television and radio experience while still at uni.

CAMPUS TV

The university’s television channel offers an exciting and informative program. Issues surrounding university life are researched and presented in a journalistic manner – from the faculty student councils, to student services, individual research projects, the Career Service, Studium Generale, and major exhibitions. Guided by experienced editorial staff, CampusTV gives students the opportunity to learn the trade in a basic course and to work in the editorial office. While this is particularly helpful to Media Studies students, it is also a valuable experience to students of other disciplines. Undergraduate students may receive ECTS for the “Schlüsselqualifikationen” (professional skills) module. By the way, all CampusTV reports are accessible via the Mediathek at www.hd-campus.tv and Kabel BW; search for the HD university channel Baden-Württemberg. Take a look!

CONTACT

CampusTV
Wilhelmstraße 50, 72074 Tübingen
+49 7071 29-77990
oliver.hauesler@uni-tuebingen.de
www.uni-tuebingen.de/en/14985

CAMPUS RADIO – NETWORK– STUDIOFM

Radio Micro-Europa
Radio Micro-Europa is located at the Center for Media Competence and part of a network of international uni radio stations, which was founded in 2008 as part of an EU project.

The concept: the reports and programs arise from seminars and final projects in both Bachelor and Master programs, giving students of very different disciplines the chance to process and present their topics in the media and gain valuable professional experience. Journalism at the University of Tübingen is not only focused on classic radio work; it also follows and supports cross-media principles. The Radio Micro-Europa reporters present their work in film and photography; on the Micro-Europa homepage; and in the social networks. You can listen to Radio Micro-Europa every other week on the Wüste Welle (VHF 96.6) on Sundays from 12:00 – 13:00 or via livestream on your computer; sometimes, we also have special features during the week. You can access more than 100 radio shows via the University Library Mediathek. We cooperate with: Freies Radio Wüste Welle (Tübingen), SWR (Studio Tübingen and Stuttgart), the University of Applied Sciences (HAW, Hamburg), and the Institut des hautes études des communications sociales (IHCS, Brussels).

CONTACT

Radio Micro-Europa
Wilhelmstraße 50, 72074 Tübingen
+49 7071 29-78443
oliver.hauesler@uni-tuebingen.de
www.micro-europa.de
LITERATURE AND ART

The University of Tübingen has plenty to offer when it comes to literature and art. Learn to draw at the Zeicheninstitut, write and perform with the Studio Literatur und Theater (SLT), or attend the Tübingen Poetik-Dozentur.

Creative writing, literary discussion, reading and talking to great authors are only some of the things available to you via the SLT and the Poetik-Dozentur.

STUDIO LITERATUR UND THEATER
The Studio Literatur und Theater (STL) provides, along with the Collegium Musicum and the Zeicheninstitut, artistic training. Courses focus on the diverse forms of non-academic writing and are open to students of all disciplines. We run seminars on prose, poetry, descriptive writing, etc., and invite guest lecturers to help you expand your horizons. Our teachers are regular authors and professionals from the worlds of theater, publishing, and the media. While the focus clearly is on developing your own creative writing, you will also learn techniques to realize and present your thoughts more efficiently.

On the stage, in the broadcasting studio, or at the podium – whatever you wish to do, in Tübingen you will find the space to perform with the Studio Literatur und Theater (SLT), or attend the “Zeicheninstitut.” Our teachers are regular authors and professionals who have worked on similar subjects as the guest writers. The Tübingen Poetik-Dozentur is also closely tied to the Würth Literature Prize, which is announced at the end of the Lectureship. Our teachers are regular authors and professionals who have worked on similar subjects as the guest writers. The Tübingen Poetik-Dozentur is also closely tied to the Würth Literature Prize, which is announced at the end of the Lectureship.

More on the Tübingen Poetik-Dozentur: www.poetik-dozentur.de

ZEICHENINSTITUT
The “Zeicheninstitut” (art school) is a free service provided by the university for all students interested in developing their artistic skills. In some 20 courses you can learn to paint, draw, sculpt, or take high-quality photographs. The courses also include lectures on contemporary art and presentations by young local artists. Guided tours through current exhibitions at the Kunsthalle Tübingen are also part of the mostly practice-oriented program at the Zeicheninstitut.

Individual consultation is also available, and there are no prerequisites for participation.

You can find the program at: www.uni-tuebingen.de/en/1754

TÜBINGEN POETIK-DOZENTUR
The Tübingen “Poetik-Dozentur” (Poetics Lectureship) is sponsored by the Würth company in Konzelsau and has been held at the University of Tübingen for more than a decade. It gives students, university staff, and members of the general public the chance to meet and talk with outstanding authors from Germany and abroad. It initiates and intensifies the dialogue across subject boundaries and invites cultural exchange between the university and the community, the university and the region. Each year, an author or several authors are invited to give lectures and three classes for students (seminars or writing workshops). There is a final podium discussion involving other authors who have worked on similar subjects as the guest writers. The Tübingen Poetik-Dozentur is also closely tied to the Würth Literature Prize, which is announced at the end of the Lectureship.

Making use of the Spring Semester tour of the Tübingen Poetik-Dozentur

ALMA: name of the new online system; scheduled to replace the CAMPUS portal by 2020.

ALUMNI: (lat. pl. of alumnus = pupil) term used in academia to describe former students of an institution of higher education.

AUDIMAX: short form of “Auditorium maximum;” refers to the university’s central lecture hall. The Tübingen Audimax is located in the Neue Aula, Geschwister-Scholl-Platz (first floor), opposite the Festsaal (banquet hall).

BACHELOR: the Bachelor is a basic degree at university level, which usually takes three years to be completed. There are mono-bachelor programs (entails one subject) or combination bachelor programs (entails a major and a minor subject). The Bachelor-Master system strives to guarantee uniformity of academic standards across Europe in order to facilitate international comparison. The Bachelor is the first undergraduate degree students may obtain throughout their studies. The “Bachelor of Arts” (B.A.) refers to a degree obtained in the Humanities; its equivalent in the Sciences is the “Bachelor of Science” (B. Sc.).

BAFOG (GERMAN STUDENT ALLOWANCE): German students may apply for financial support under the German Federal Training Assistance Act. The responsible officers at the “Amt für Ausbildungs- forderung” (Office for Educational Support) at the Studierendenwerk Tübingen-Hohenheim are happy to help with applications.

BLOCKVERANSTALTUNG/SEMINAR (INTENSIVE COURSE): an intensive course/seminar, the course content is not taught in weekly sessions, but rather in one go (usually over the course of a weekend).

C.T.: (lat. cum tempore = with time) refers to the so called “academic quarter (hour),” which means a class or lecture starts quarter past the full hour. Classes to which this applies are marked c.t. in the course catalog, for example.

CAMPUS PORTAL: this is the university’s online portal for academic affairs. The system allows students to digitally organize their studies (set up a timetable, register for exams, etc.).

CHIPKARTE (STUDENT ID/CHP CAR D): after enrollment, students at the University of Tübingen receive a personal student ID card (chip card). It is the size of a credit card and has an integrated chip containing user information and the current cash balance. The card is primarily proof of your enrollment at the University of Tübingen. However, it also functions as your library card and allows you to borrow books (you can check them out yourself). You can also use it as a cashless payment card to pay for food and drinks at the university canteens and cafeterias. In certain cases, the card may also function as a key to restricted access areas. Moreover, your chip card can also be used to pay for photocopies and print services on campus, it is compatible with all student copy machines.

Make sure you always have enough credit on your card. You can top-up at the following terminals:

Address no. of terminals

Manca Wilhelmstraße Wilhelmstraße 13 4
Manca Morgenstraße Auf der Morgenstraße 26 9
Manca Priez Karl Halengasse 6 1
Cafeteria Neophilologicum in the Brechtbau; Wilhelmstraße 50 1
Cafeteria Clubhaus Wilhelmstraße 30 1
Cafeteria Theologicum Liebemüllerstraße 12 1
Vending Machine Auf dem Sand Auf dem Sand 14 1
Student Residences Administration W & O, Fichteweg 5 1
Frischwilli’s Viertel Wilhelmine Würzener Täle 9 1
University Library (UB) Wilhelmstraße 32 1
Neue Aula Wilhelmstraße 7 1
University Library (UB) Wilhelmstraße 32 1 (takes cash)

CLUBHAUS (CLUB HOUSE): Clubhaus is a central location for student activities at Wilhelmstraße 30. It includes a number of offices used by different student groups, meeting rooms, the office of the “Verfasste Studierendenschaft” (constituted student body), and a cafeteria with an outdoor seating area. The “Beratungsstelle für Behinderte oder chronisch kranke Studierende” (Advisory Office for Disabled and Chronically Ill Students) is also located at Clubhaus. Moreover, you can find regular exhibits of students’ artistic work in the Clubhaus cafeteria. Every Thursday (during the semester), student groups host the now legendary Clubhausfest.

For more information and a list of our “celebrities,” which might include your name in the future, go to:

www.uni-tuebingen.de/en/26475

GLOSSARY – Uni Life from A – Z

ALMA
ALUMNI
AUDIMAX
BACHELOR
BAFOG
ZEICHENINSTITUT
TUBINGEN POETIK-DOZENTUR
BLOCKVERANSTALTUNG/SEMINAR
C.T.
CAMPUS PORTAL
CHIPKARTE
CLUBHAUS
Cafeteria
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DAAD: the “Deutsche Akademische Austauschdienst” (German Academic Exchange Service) is a joint institution of universities and other institutions of higher education across Germany. It organizes and funds the academic exchange of students and researchers around the world, arranges work placements for academic staff, supports artists and interns, informs other countries about German institutions of higher education, and invites hundreds of alumni to seminars every year. The DAAD promotes exchanges via international programs and projects, including scholarships.

DATENKONTROLLBLATT/ LEPORELLO (DATA SHEET): your personal data sheet, which you receive upon enrollment. It includes your personal qualifications profile to facilitate and promote international academic and professional mobility. Individual grades and scores are listed in your “Notenspiegel” (Transcript of Records).

DIVERSITÄTSGESTALTUNG (DIVERSITY MANAGEMENT): focusing on diversity in terms of diversity management. Diversity management refers to a socio-political strategy taking into account social and cultural variations within society, acknowledging them in a respectful way, and using them constructively. Within the university-context, diversity-oriented approaches seek to provide individualized student support by taking students’ specific issues and needs into account.

DEZERNAT (DIVISION): the main organizational units within university administration; each unit has different administrative responsibilities and functions. The Division for Academic Affairs, for instance, is responsible for the strategic and conceptual direction of student affairs and studies. It includes the sections Degree Planning and Development, Center for Academic Advanced Training, Center for Teaching and Learning, and Career Service, as well as the Diversity-oriented Writing Center and Studio Literatur und Theater.

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IMMatrikulation (Enrollment): this is the basis for your membership at university and student status. Some degree programs are restricted meaning you cannot enroll for them unless you have officially been admitted into the program. Other degree programs do not have any special admission requirements or restrictions; this means you can simply go to Student Administration to enroll in the program.

Institut (Institute): an academic institution at a faculty or faculties which organizes study programs, conducts research, or teaches in its field or subject; sometimes also referred to as a “Seminar.” Institutes often house subject-specific libraries, classrooms, offices, and secretary’s or management offices.

Kanzler (Executive Vice-President): administrative head of a university.

Karten Terminals (Card Terminals): once you have re-enrolled for a new semester, you can go to one of the self-service card terminals on campus to validate and update your student ID (chip card) and have the current semester information printed on it. You can also get an overview of the data stored on the chip card. Card terminals are available at the following locations: anteroom of Student Administration (Wilhelmstraße 11, ground floor, Monday – Friday 07:30 – 18:00), University Library (Monday – Friday 08:00 – 24:00, Saturday/Sunday 10:00 – 22:00), and Hirsaulzentrum Morgenstelle (exit Botanic Garden, Monday – Friday 06:00 – 20:00).

Kolloquium (Colloquium): an academic discussion among experts; may also refer to specific types of oral exams, where e.g. study program committees or other important sections in the course of your studies, you will attend a variety of different types of classes – lectures, where you sit and listen, and practical work, where you have to work independently or actively engage with others. The different types of classes at the University of Tübingen include: excursions, colloquia, practical work, repetitions, seminars, tutorials, exercises, and lectures.

Masterstudien (Master’s Degree Program): a Master’s degree usually requires previous study at the Bachelor’s level or an equivalent qualification (Magister, Diploma, State Exam), either as a separate degree or as part of an integrated course. A consecutive Master’s degree program builds on the content of a Bachelor’s degree and can be studied without professional experience; most Master programs at the University of Tübingen are consecutive programs. Continuing-education Master’s degree programs require professional experience as well as a first degree. The content of a continuing-education Master’s degree program takes this experience into account and builds upon it. The Master’s degree is conferred after a one- or two-year program of study and is an additional, second academic degree. Depending on the type of program, Master’s degrees can lead toward greater in-depth academic specialization or interdisciplinary qualification. A Master of Arts (M.A.) is a degree in the humanities; its equivalent in the sciences is the Master of Science (M. Sc.).

MATrIKElNummer (Student ID No.): all students enrolled at the University of Tübingen are allocated a student ID number, which is printed on their student ID card.

Mensa (Refectory): the student canteen at a German university.

Modul (Module): a teaching unit in a Bachelor’s or Master’s degree program; it comprises a given number of classes on a common theme within the subject area and often takes one or two semesters to be completed. Each part of a module, including preparation time, independent study, an oral or written assignment, is awarded a set number of credit points. The number of ECTS points students receive depends on the estimated workload.

Modulhandbuch (Module Handbook): module handbooks specify the profile of a degree program and its modules. They contain detailed information on all the modules in a degree in terms of content and course requirements, number of allocated credit points, study goals, average length of study, workload, and intervals in which units are offered. Module handbooks outline the theoretical and practical skills and knowledge students are expected to have acquired by the time they graduate; ideally, they give insight into what students are capable of when it comes to working in a given or related subject area. Module handbooks may also contain more general information about a program. They are an important source of information for students and should be available online.

N.N. (Nomem Nominandum): indicates a person is still to be appointed; you can see this in the course catalog when it is not clear yet who will be teaching the class.

Orientierungsprüfung (Orientation Examination): orientation exams ensure students have learned the basics of their chosen undergraduate degree program within their first year of studies. They should also allow you to critically and honestly assess your choice of studies. Orientation exams usually take place at the end of the second semester. If you have not completed the necessary modules and passed your orientation exam by the end of the third semester, you will lose your right to be examined in your chosen degree program and will not be able to continue your studies in Tübingen or at another university in Germany! Please talk to your subject advisors, the faculty’s examinations office, or central Student Administration if you struggle to meet the deadline, so they can help you find a solution. The examinations office may extend the deadline if you can provide valid reasons beyond your control for not completing the orientation exam in time. You must apply to the relevant examination board for extension in good time!

ORientierungswocHe (Orientation Week): each semester, faculties, faculty student councils, and central university institutions jointly organize orientation events for arriving students, which aim to facilitate their arrival in Tübingen and help them find their way around university. During these events, students can get advice on setting up their timetable, get information on the structure and further progression of their program, meet teaching staff, and benefit from the experience and tips of academic staff and students of higher semesters.

PD: abbr. for “Privatdozent,” i.e. an academic with a post-doctoral qualification (Habilitation), who is allowed to work and teach independently at university, but who is not a regular professor.

PraKtiKum (Internship): a practical training period (often guided by a mentor) designed to give a first insight into working life, test one’s skills, and/or apply previously acquired knowledge. In many subjects, internships are an integral part of the curriculum and compulsory. Some may only run for a few weeks or months, others for an entire year.

Prodekan (Vice-Dean): the deputy of the Dean of a faculty.

Promotion (Doctorate): doctorsates serve to prove someone’s ability to conduct in-depth scientific research and are based on an independent academic work (doctoral thesis) and an oral exam. Based on the doctorate, university awards a doctoral title (academic degree) with an additional Latin designation marking the discipline, e.g.: Dr. med. = Doctor of Medicine, Dr. phil. = Doctor of Philosophy, Dr. rer. nat. = Doctor of Natural Sciences.
PROPADEUTIKUM / VORKURS (PROPÆDEUTICS): (Greek “propædeutics” = introductory course into a discipline) Mostly refers to courses students take prior to starting their degree program (at times also throughout the first couple of semesters). They are designed to convey knowledge which might not have been part of students’ formal school education but which is relevant to that specific subject.

PRÜFUNGSAUSCHLUSS (EXAMINATIONS BOARD): responsible for organizing and conducting exams. Where necessary, it also interprets exam regulations and, therefore, gives legally binding information on the extension of deadlines and the recognition of exams or assessments.

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PRÜFUNGSAMT (EXAMINATION OFFICE): administers students’ assessment-relevant information. You must (de)register for exams and other assessments with your faculty’s examination office. In some departments, however, students can also register with the professorship overseeing the exam. The examination offices keep student records and can, therefore, also issue proof of your academic performance when needed (Transcripts of Records). They also issue graduation certificates and compile exam statistics.

REKTOR (PRESIDENT): the Rector is the head of the university and the President’s Office, which also includes three Vice-Presidents (responsible for academic affairs, international affairs, and research) and the Executive Vice-President (director of university administration).

REPETITORIUM: (lat. repetere = repeat) a class where you repeat material in preparation for a final exam.

RÜCKMELDUNG (RE-ENROLLMENT): when you re-enroll, i.e. pay the fees for the next semester, you inform the university that you plan to continue your studies in Tübingen. Please make sure you pay your fees during re-enrollment period (15 Jan – 15 Feb for the following summer semester and 01 June – 15 Aug for the following winter semester)! For further information, see the Student Administration website.

SCHLÜSSELSCHULÄMTER / ÜBERFACHLICHE (SCHLÜSSEL-) KOMPETENZEN (KEY QUALIFICATIONS / TRANSDISCIPLINARY (KEY) COMPETENCIES): individual intellectual and social skills, as well as objective qualifications, people require (next to their competence in their subject) to successfully navigate the ever-changing challenges at university, in working life, and in society.

SCHRIBZENTRUM (WRITING CENTER): The Writing Center at the University of Tübingen is a service for students, doctoral candidates, and faculty from all subjects. It adheres to an explicit diversity-oriented mission: to advance the individual potential of the students and to work together to find solutions for their specific concerns in academic writing.

S.T.: classes or events marked “s.t.” (lat. sine tempore = without time) begin on the hour. For example, if your class starts at 08:00 s.t., you must be ready and waiting at 08:00.

SEMESTER: half an academic year, the academic year consists of a winter and summer semester (01 Oct – 31 March and 01 Apr – 30 Sept). All semesters begin and end with a lecture-free period (or semester break) during which students usually prepare for exams, write term papers, do internships, or go on vacation.

SEMINAR: classes at university (roughly the size of school classes), attendance may be compulsory. May include student discussions and presentations and commonly end with an assessment (oral or written exams, essays, or term papers). In German, the word “Seminar” is often used as a synonym for “Institut” (Institute).

SEMINAR (SENATE): highest decision-making body at a university; approves exam regulations, appoints new professors, maps a course for the university’s future development, and issues statements on university policy where deemed necessary. Professors in the Senate have a majority of votes.

SoSe: abbrev. for “summer semester,” half of the academic year. The summer semester runs from 01 April – 30 September.

STAATLICHES SEMINAR FÜR DIDAKTIK UND LEHRERBILDUNG (STATE SEMINAR FOR DIDACTICS AND TEACHER EDUCATION): the Seminar is an authority which trains and prepares prospective teachers, i.e. teaching degree students who have completed their academic studies, for their work at a “Gymnasium” (high school) in an 18-month training course. In German, this is known as the “Referendariat” or “Ref.”

STAATSEXAMEN (STATE EXAM): this is an umbrella term for a variety of degrees at the end of which students must pass a state exam (nationally standardized exam) to obtain their degree. The study and exam regulations of the respective degree programs are developed and approved by universities and state institutions, such as the Ministry of Justice (Law), or the Ministry of Social Welfare (Medicine, Dentistry, Veterinary Science, Pharmacy). They are published in the Government Gazette.

STUDIENDENKEN (STUDENT SERVICES): a non-profit organization which cooperates with universities across Germany to provide students with social services and support. It is financed from the revenue generated by student housing, canteens and cafeterias, subsidies from the state of Baden-Württemberg, and the student services fee levied each semester.

STUDIENBIBLIOTHEK (ACADEMIC RECORDS): the “Studienbuch” (German = “study book”) is where you keep your academic records, data sheets, certificates, transcripts of records, and other university-related documents. If it is incomplete, you will not be admitted to your final exams.

STUDIENDIREKTOR (VICE-DEAN FOR ACADEMIC AFFAIRS): the “Studiendekan” of a faculty is responsible for ensuring a complete and proper selection of courses that is in line with the recommended study and examination regulations. Students have the right to inform the Vice-Dean for Academic Affairs about flaws regarding the implementation of courses and study programs, as well as non-compliance with study and exam regulations. Students may also request that their complaint be discussed in the respective academic committee. You can also see the Vice-Dean for Academic Affairs if you have problems organizing your studies and exams.

STUDIENFACHBERATER (SUBJECT ADVISORS): if you ever struggle with issues and concerns relating to your subject throughout your studies, you can talk to one of the subject advisors at your faculty. They can provide comprehensive and detailed information about the structure, (exam) requirements, and assessment procedures in your subject and help you organize your studies in a self-reliant and appropriate way. The recommended study plan, module handbook, and exam regulations serve as a basis for the counseling sessions.

STUDIENGANG (PROGRAM OF STUDY): a university course which is determined by a set of study and exam regulations; usually ends with some form of assessment(s), e.g. a thesis and/or oral exam.
STUDIENVERLAufsPLAN (STUDY PLAN): this is your road map to a successful completion of your studies; it helps you navigate the oftentimes overwhelming exam and study regulations, tells you when to take which classes, and gives you an idea of the relevant assessments. It also helps you set up your timetable; of course, some variation is possible. You can find the study plan in your exam regulations (“Besonderer Teil”; special section), your module handbook (which provides further detail), and/or your faculty’s website.

STUDIERENDENRAT “StuRa” (STUDENT COUNCIL): the central decision-making body and representative organ of the student union. The StuRa sponsors student projects, promotes civic and cultural education, represents students’ interests, and participates in university policy-making processes. Every year, students elect 21 StuRa representatives, who regularly meet at the Clubhaus. Anyone interested in their work is welcome to join their sessions!

STUDIUM PROFESSIONALE: a course program at the University of Tübingen which allows students to obtain transdisciplinary skills and professional competences. While these skills are useful to students from all disciplines, they are also an integral part of all Bachelor’s degree programs (see “Schlüsselqualifikationen”); this means students should think about which professional skills courses they want to take alongside their studies early on.

SWS (CREDIT HOURS): abbr. for “Semesterwochenstunden”; refers to the number of hours you need to spend in class each week during lecture period. For example, 2 SWS means the class runs two “academic hours” (2 x 45 minutes) each week during semester. Lectures usually take place on a weekly basis and last one or two “academic hours” (45 minutes each); in some cases, the may run for three or four academic hours.

VONLEsUNG (LECTURE): in a lecture, a professor or lecturer presents material in the form of a structured presentation. Students are expected to listen and take notes. Afterwards, they will usually have to review and process the material in independent study. Lectures usually take place on a weekly basis and last one or two “academic hours” (45 minutes each); in some cases, the may run for three or four academic hours.

VONLEsungsVERZEICHNIS (ONLINE COURSE CATALOG): a catalog of all classes at the University of Tübingen, which includes details on course content, time, and location; available via the CAMPUS portal.

WORKLOAD: the university allocates credit points for successful completion of a module; these credit points reflect the average workload students must manage in the module. One credit point is worth 30 hours of work.

WIES: abbr. for “winter semester” and half of an academic year. The winter semester runs from 01 October – 31 March.

ZWISCHENPRÜFUNG (INTERMEDIATE EXAMINATION): in the Intermediate Examination, candidates must show that they have met the goals of their degree program up to this point; this means that they have mastered the basic material and methodology and developed an ability to systematically organize their studies, which allows them to successfully complete their studies.