Welcome to the University of Tübingen

Information for Arriving Students
Winter Semester 2020-21 & Summer Semester 2021
WELCOME

DEAR ARRIVING STUDENTS,

Welcome to the University of Tübingen - we are delighted to have you here and to accompany you as a new chapter in your life begins! Your studies and their organization, as well as university itself, are 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!

That is particularly true of this year - in which, due to the Coronavirus pandemic, you commence your studies under highly unusual circumstances. Following our first online summer semester, we are now striking a new balance of on-campus and online classes. We are seeking to offer primarily on-campus classes for you in particular, who are new at the University.

To get you off to a good start, 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.

This brochure provides you with all the relevant information to help you get started at university. It will help you to navigate your first steps at university; it outlines enrollment and administrative procedures, lists important advice and counseling services, and gives an overview of the many cultural, artistic, and sports-related activities for students on and off campus. This brochure will also give you tips on student finances, accommodation, and public transport in and around Tübingen and provide you with links to additional information online. The information on the websites is regularly updated. Please check there so that you will be aware of changes to office hours, events or classes in these unusual times.

I hope the University of Tübingen 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,

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.

FRESHERS’ WEEKS

The projected dates for the Freshers’ Weeks at the University of Tübingen are 19 October to 30 October. This is a time for all new students from both Germany and abroad to get oriented. General and subject-specific events are held to introduce you to the most important contact people, to familiarize you with the structure and contents of your degree program, and organizational matters. You can also get help putting together your personal timetable. Not all these events are compulsory; however, we urge you to take part in those relevant to you and your degree program.

Get an overview of orientation events on the Orientation web page:

www.uni-tuebingen.de/de/3941

SUSTAINABLE DEVELOPMENT – TOGETHER FOR THE FUTURE!

Making your first new contacts, getting to know Tübingen, enjoying student life – while helping out with sustainable development! That is the vision of “Let’s nez,” the freshers’ academy for sustainable development. This student initiative “nez” organizes this week with a great deal of anticipation and energy. We consider it the central task of our era to develop approaches which will enable peoples’ well-being now and in the future. We invite you to get to know new options for meeting global challenges in an open and creative atmosphere, and to critically analyze the options and challenges currently available.

We invite all new University of Tübingen students – and especially those whose subjects at the first glance appear to have no direct link with sustainable development.

“Let’s nez” is slated to take place in the second half of October. Further information on the program, and registration, at:

www.nez-tuebingen.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 WiSe: 01 June to 15 August

for SuSe: 15 January to 15 February

For more information, go to:

www.uni-tuebingen.de/studium
WELCOME EVENT FOR ARRIVING STUDENTS – DIES UNIVERSITATIS

Everything is a bit different this year. Our traditional welcome events for new students are affected, too. The welcome event for winter semester 2020/21 will take place online. You will also be able to browse an online selection of student groups and institutions. The online Dies Universitatis will take place at the start of Freshers’ Week, on Monday, 19 October 2020 on the University’s web pages for new students:

www.uni-tuebingen.de/en/5117

Starting at 17:00 CEST the President and University Executive will welcome you. After that, you can take a look at the many different student groups, clubs and societies on the “Markt der Möglichkeiten” web pages.

TÜBINGEN UNIVERSITY DIALOGUES – PANEL DISCUSSION ON ONLINE STUDIES

Instead of a ceremony at the Dies Universitatis, this year there will be a panel discussion with the president, Professor Bernd Engler, and other guests on the issues surrounding teaching and studying using online methods. The details, including the time, will be announced on the University of Tübingen website and on the University’s social media channels.

The start of semester will be celebrated on 01 November 2020 at 18:00 at a special service in the Collegiate Church (Stiftskirche).
“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.

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.

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 advice you to attend them! For details and an overview of events, see:

www.uni-tuebingen.de/de/3941

Important introductory and orientation events are also announced by the subjects/degree programs on alma. For more information, log onto the portal and go to the section “Einführungsveranstaltungen zum Studienbeginn”:

alma.uni-tuebingen.de

UNIVERSITY LIBRARY AND ZENTRUM FÜR DATENVERARBEITUNG (IT-CENTER): Get information about introductory events at the “Universitätsbibliothek” (University Library) and the Zentrum für Datenverarbeitung (ZDV) or IT-Center, which, among others, offer introductory courses on the different university portals and databases (see p. 9). The first steps on how to use alma are described on page 8 in this brochure.

EMAIL ACCOUNT 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 “Studierendensekretariat” (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.

STUDENT ID CARD: Your ID card will be sent to you through the post; if this is not the case, please contact student administration without delay. Further information may be found in this brochure on page 9.
You can print out CERTIFICATES OF ENROLLMENT via the alma portal (https://alma.uni-tuebingen.de).

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/de/3941
www.uni-tuebingen.de/de/344

CLASSES: Find out about classes in your degree program via the online course catalog in alma (see p. 8).

TIMETABLE: Set up your own individual timetable for your first semester. You will receive information on how to create a timetable at your introductory and orientation events, which take place in the weeks prior to the start of lectures. For questions and concerns about your timetable, contact the subject advisors at your faculty. For more information as well as links to module handbooks, curricula, and timetable templates, go to:

www.uni-tuebingen.de/de/3941

BEGINNING OF LECTURES FOR FRESHERS: The lecture period for first semester students begins after introductory events in the different subjects have taken place; you can find the specific dates for your subject on the University webpage "Orientation."

GERMAN AS A SECOND LANGUAGE (DaF): International students should register for German language courses as soon as possible; more information on page 22.

LANGUAGE LEARNING CENTRE AND CAREER SERVICE: Register early for courses with the Language Learning Center and the Studium Professionale (Career Service). For more information, see pages 35 – 38.

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 on pages 42 – 44.

STUDENT ACCOMMODATION: You can apply at the Studieren- denwerk (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.

ÖPNV (PUBLIC TRANSPORT) - SEMESTER TICKET: Your “naldo-Bescheinigung,” which you can print out from the ALMA portal after you have logged in, allows you to purchase a discounted travel pass for public transport (e.g. at Tübingen Station, at the tourist information office on Neckarbrücke or at naldo-Online-Ticket-Shop). The ticket is valid for an entire semester and can be used on trains and buses in and around Tübingen (conditions apply).
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 the 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. Bürgeramt, Schmiedtorstraße 4, 72070 Tübingen

APPLY FOR AN EXEMPTION FROM TV LICENSE FEES: Applications for an exemption from national TV license fees must be submitted to the “ARD ZDF Deutschlandradio Beitrags-service” (formerly: GEZ). For more information, call 0180699955510 or go to www.rundfunkbeitrag.de. The Bürgeramt, Schmiedtorstraße 4, 72070 Tübingen, will notarize the relevant documents (e.g. official confirmations) for a charge of 2 € per page.

ASK QUESTIONS: Please talk to fellow students, instructors, or counselors at the information and advice services, or at the University Library information desk, 1st floor, Wilhelmstraße 32. The Info-Point is a service from students for students where you can ask questions and get advice on any study-related matters.

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 still 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 (ZEQ)!
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 chose 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.

Your most important resource for putting together your timetable is the ALMA portal, which lists and administers the courses offered by the faculties and other University institutions. Once you have registered with your user name and password, you go to “Mein Studium” --> “Studienplaner mit Modulplan” to register for a course/module and to add it to your personal timetable. The time periods in which you can register for courses are set by the respective faculties or institutes. Not all courses require registration; see the details of each course set out in ALMA. You can also get information from the responsible department, institute or lecturer.

You can also use your individual timetable in the ALMA portal to check your status: whether you have merely registered your interest (angemeldet) in a class, whether you have been admitted (zugelassen) or whether you have only bookmarked it (vorgemerkt).

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 alma 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 2020/21 here:

alma.uni-tuebingen.de

Need help with academic terminology? Go to the glossary on page 61 ff.
Organizing your studies has mostly been carried out electronically in Tübingen for several years. The ALMA portal for the administration of your studies helps you with many of the most important activities - from setting up your first timetable through to registering for exams and checking the assessments you have completed. To use the ALMA portal, you will need a user name, the login ID for your student e-mail address, and the password that goes with it. This access data is sent to you automatically via the post once you have enrolled. If you forget or lose your password, you can contact the Student Administration, present your student ID card, and apply for a new password.

ALMA offers the following functions:

- Online course catalog
- Individual timetable and course registration
- Registration for and withdrawal from examinations
- Overview of assessments and grades already obtained
- Printing your Transcript of Records detailing coursework and examinations you have obtained credits for
- Printing forms and certificates (course of studies, BAFöG and enrollment certificates)
- Change of address (postal address and telephone number)

In case of technical difficulties and questions refer to:

alma-support@uni-tuebingen.de

To access ALMA, go to:

alma.uni-tuebingen.de
YOUR STUDENT EMAIL ADDRESS AND STUDENT ID CARD

Once you’re enrolled, Student Administration will send you a data sheet containing your personal access data.

- Please make sure you check your student email account regularly; this is in your own best interest.

- 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 alma, 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.

An introductory session for the ALMA portal is held each semester during Freshers’ Week. Details on the Orientation web page:

www.uni-tuebingen.de/en/3941
FEES

SEMESTER FEES

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

Student Services
(Studierendenwerk Tübingen-Hohenheim) fee: 84.80 €
Administration fee: 70.00 €
Student union fee: 3.50 €

Total: 158.30 €

Students in the inter-university Bachelor’s program Medical Technologies at the Universities of Tübingen and Stuttgart or in the cooperative program Nursing (Bachelor) at the University of Tübingen and the Esslingen University of Applied Sciences pay an additional charge for the Stuttgart public transport authority (VVS) of currently 46.40 euros.

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/de/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 and Thursday 13:00 – 15:00
Tuesday, Wednesday and Friday 08:30 – 11:30

Please check for temporary changes to opening hours at:
www.uni-tuebingen.de/en/596

BEITRAGSZahlung

Bitte beachten Sie, dass Sie mit der Post keine Zahlungsaufforderung mit den ausstehenden Semesterbeiträgen und den gegebenenfalls fälligen Studiengebühren erhalten. Den zu leistenden Betrag können Sie über Ihre Online-Immatrikulation im alma-Portal einsehen. Für die Rückmeldung zu den folgenden Semestern müssen Sie sich während der Rückmeldezeiten (15.01. bis 15.02. eines jeden Jahres für das Sommersemester und 01.06. bis 15.08. eines jeden Jahres für das Wintersemester) selbst um die Bezahlung (= Überweisung) der Beiträge kümmern.

Bank details
Recipient: Universitätskasse Tübingen
Baden-Württembergische Bank AG
BIC: SOLADEST600
IBAN: DE29 6005 0101 7477 5036 21
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.

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 registered or re-registered, you can access and print out your student records from your student account on ALMA. You can also print out other certificates, including those from previous semesters or certificates required for pension insurance, via the ALMA portal. Please note that such documents will not be sent by post.

CONTACT

Dezernat IV – Studierende
Abteilung 1 – Studierendenabteilung
Wilhelmstraße 11, 72074 Tübingen

☎ +49 7071 29-74444
✉ studsek@uni-tuebingen.de

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

Please note any temporary changes regarding opening times at:

www.uni-tuebingen.de/en/596
EXAMINATION OFFICES

EXAMINATION OFFICES
The examination offices (Prüfungsamt) administer students’ assessment. The examination offices also have other important tasks, such as:

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.

EXAM REGISTRATION, CANCELLATION, AND WITHDRAWAL
Most Bachelor and Master programs require you to register for exams online via the alma portal. The Examination Offices help with any queries, problems, or deadlines! Medicine students, however, will have to register with the “Studiendekanat” (Office of Academic Affairs) at their faculty, which can also help with exam-related questions. In order to register for and be admitted to the “Staatsexamen” (State Exam), they must contact the Landesprüfungsamt Stuttgart.

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.

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.

CENTRAL EXAMINATION OFFICE
If you cannot reach the offices by phone, please send an email.

Section for Programs in the Humanities
Keplerstraße 2, 72074 Tübingen
+49 7071 29-74356
pa@philosophie.uni-tuebingen.de
www.uni-tuebingen.de/de/126500

Section for Science and Mathematics
This section is distributed among several offices (see website).
+49 7071 29-76167
pa@mnf.uni-tuebingen.de
www.uni-tuebingen.de/de/136027

Section for Economics and Social Sciences and the Theologies
Programs in Economics and Social Sciences
Haußerstraße 11, 72076 Tübingen
+49 7071 29-72569
pruefungsamt@wiso.uni-tuebingen.de
www.uni-tuebingen.de/de/136024
Theologies
Protestant, Catholic, Islamic Theologies
Keplerstraße 2, 72074 Tübingen
+49 7071 29-77936
pruefungsamt@wiso.uni-tuebingen.de
www.uni-tuebingen.de/de/141204

FURTHER OFFICES FOR EXAMINATION MATTERS
Faculty of Law
Geschwister-Scholl-Platz,
Neue Aula, Raum 140 (1. OG), 72074 Tübingen
+49 7071 29-76775 (zu den Öffnungszeiten)
pruefungsamt@jura.uni-tuebingen.de
www.uni-tuebingen.de/de/157740

Protestant Theology
Landeskirchliches Prüfungsamt
Geschäftsstelle Examen
Evangelisches Stift
Klosterberg 2, 72070 Tübingen
+49 7071 561-189
examen@evstift.de

Faculty of Medicine
The respective Examination Offices are located at different points on Campus.
Examination Office: State Exam Medicine
+49 7071 29-77946
karin.schatton@med.uni-tuebingen.de

Board of Examiners: Dentistry (Secretary’s Office)
Calwerstraße 7/1, 72076 Tübingen
+49 7071 29-80955 (Preclinical)
carmen.klotz@med.uni-tuebingen.de
+49 7071 29-72074 (State Exam)
sibylle.fischer@med.uni-tuebingen.de

Examination Office: B. Sc. Medical Technology, M. Sc. Biomedical Technologies and Medical Radiation Sciences (Secretary’s Office)
Geissweg 5/1, 72076 Tübingen
+49 7071 29-77542
ulricke.king@med.uni-tuebingen.de

Examination Office: Molecular Medicine (Secretary’s Office)
Silcherstrasse 5, Raum 109, 72076 Tübingen
+49 7071 29-77932
sigrid.czarnotta@med.uni-tuebingen.de

Examination Office: B. Sc. Nursing (Secretary’s Office)
Marie-Jeannine.Riefert@med.uni-tuebingen.de

Examination Office: B. Sc. Midwifery (Secretary’s Office)
Marie-Jeannine.Riefert@med.uni-tuebingen.de
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:

- Individual study planning and study organisation
- 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
- Counseling in all situations

Further topics on the ZBS website.

The ZSB is a neutral authority; its counseling sessions are confidential.

During the consultations, we will work with you to find suitable solutions for your personal situation.

WELL ADVISED AT EVERY STAGE OF YOUR STUDIES

CONTACT

Dezernat IV – Studierende
Abteilung 3 – Zentrale Studienberatung (ZSB)
Wilhelmstraße 11 (second floor) 72074 Tübingen

+49 7071 29-72555
zsb@uni-tuebingen.de
www.uni-tuebingen.de/de/632

Please note that, due to the Coronavirus pandemic, counseling formats and opening hours may change. Current information is available at:

www.uni-tuebingen.de/de/632

Consultations without appointment (walk-in office hours):
Monday and Thursday 14:30 – 16:30
Tuesday, Wednesday and Friday 09:30 – 11:30

Consultations by appointment
Appointments can be arranged by sending an e-mail to zsb@uni-tuebingen.de
or by phone: 07071 29-72555.

Phone consultation
Monday, Tuesday, Wednesday and Thursday 13:00 – 14:00

Online video counseling:
Registration by e-mail to zsb@uni-tuebingen.de
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) and in the Exchange Programs office.

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 IV – Studierende
Abteilung 4 – Beratung und Zulassung internationaler Studierender
Nauklerstraße 2, 72074 Tübingen

Advice and admission of international students seeking a degree:
+49 7071 29-76833
www.uni-tuebingen.de/de/8935

Dezernat V – International Office
Abteilung 1 – Austauschprogramme

International students in Tübingen as part of an ERASMUS or other exchange program:
+49 7071 29-77734
www.uni-tuebingen.de/de/8935

Walk-in office hours:
Monday and Thursday 13:00 – 15:00
Tuesday and Friday 08:30 – 11:30

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/de/92

CAREER SERVICE

Our comprehensive counseling and coaching services can help you in all matters surrounding the transition from studies to working life. These services are run by the Career Service, part of the office for General Training and Professional Orientation (see p. 37).

Right from the very start of your studies, it is important to connect what you are learning and your further skills with real professional fields. Our varied selection of counseling will support you personally and individually in answering your questions surrounding professional orientation, professional profile, application and professional bearing in interviews. Webinars focusing on particular areas round off our program and put you in contact with potential employers.

Dezernat III – Studium und Lehre
Abteilung 4 – Überfachliche Bildung und berufliche Orientierung
Career Service
Wilhelmstraße 9, 72074 Tübingen
+49 7071 29-77078
www.uni-tuebingen.de/de/2767
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 – International Office
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 29-72555
www.uni-tuebingen.de/en/89

Make an appointment:
zsb@uni-tuebingen.de
+49 7071 29-72555 (9:00 - 11:30)

Note on barrier-free access: Students who need disabled access - please call ahead shortly before you visit the Counseling Service. The appointments will then take place at the counseling center at Wilhelmstr. 30 (Clubhaus). A rest 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 “Diversitätsorientiertes 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/109835

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/109606

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
STUDYING WHEN YOU HAVE A CHILD
Managing your studies and raising a child is a particular challenge. The university and a number of university-affiliated institutions therefore aim to support students with children. The following services provide guidance on how to reconcile university and family and give valuable input on the available options for day care and compensating for possible disadvantages.

Family Office
The university’s “Familienbüro” (Family Office) provides counseling sessions and advice on how to achieve a balance between university family-related tasks, such as childcare and nursing relatives.

Wilhelmstraße 26, 72074 Tübingen
+49 7071 29-74958
familienbuero@uni-tuebingen.de
www.uni-tuebingen.de/familienbuero

Studierendenwerk Tübingen-Hohenheim, Abt. Soziale Dienste
soziale-dienste@sw-tuebingen-hohenheim.de
www.my-stuwe.de/beratung-soziales/studieren-mit-kind

GENDER EQUALITY OFFICE
Students who believe they have been disadvantaged in their studies as a result of their gender, or who are affected by sexual harassment or who have observed sexual harassment in the context of the University, can come to the Gender Equality Office for confidential information and advice.

Wilhelmstraße 26, 72074 Tübingen
+49 7071 29-74958
gleichstellungsbuero@uni-tuebingen.de
www.uni-tuebingen.de/gleichstellungsbuero

DIVERSITY OFFICE
The Diversity Office supports the University of Tübingen in its goal of developing an institutional culture based on diversity and equal opportunities, in which all its members can develop their individual potential regardless of their sex, ethnic background, age, social or religious background, disability or sexual orientation.

The Diversity Office is the first port of call in all matters concerning diversity. It offers advice, support and mediation in cases of disadvantage or discrimination of students or employees.

Contact: Inken Köhler
Wilhelmstraße 26, room 208, 72074 Tübingen
+49 7071 29-74947
gleichstellungsbuero@uni-tuebingen.de
www.uni-tuebingen.de/gleichstellungsbuero

AKTIVE AGAINST STRESS – INDIVIDUAL CONSULTATIONS
Individual consultation sessions are offered for students who suffer from stress or other nervous problems in their everyday lives. The sessions provide individual tips and practical exercises to help you overcome day-to-day hurdles. Currently, the sessions are being conducted online. Registration via the University Sports web pages.

+49 7071 29-76066
betabalance@ifs.uni-tuebingen.de
www.hsp.uni-tuebingen.de/betabalance
FURTHER COUNSELING SERVICES

PSYCHOLOGICAL AND LEGAL COUNSELING
If it feels like your studies have come to a standstill, the advisors of the Student Counseling Service will be there to help. The following institutions also offer support with emotional or psychological matters. Of course, all our trained counselors are bound to maintain confidentiality.

Psychotherapeutische Beratungsstelle des Studierendenwerks Tübingen-Hohenheim

+49 7071 253960
www.my-stuwe.de/beratung-soziales/psychotherapeutische-beratung

Bundesjugendamt für die Psychologische Beratung
Karl-Heinz Schuldt
Poststraße 12, 72072 Tübingen
+49 7071 25066
@esg-beratungsstelle@t-online.de
www.esg-tuebingen.de/psychologische-beratung

Rechtsberatung des Studierendenwerks Tübingen-Hohenheim
(central legal counseling service)

@rechtsberatung@sw-tuebingen-hohenheim.de
(Make an appointment via phone)

en.my-stuwe.de/advice/information-on-child-care

INSURANCE
Your student services fee provides some insurance cover. To find out what you are covered for, go to:

en.my-stuwe.de/insurance-policies

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:
Belthlestr. 40 (Erasmushaus), 72074 Tübingen
+49 7071 944 611
www.khg-tuebingen.de/index.php/en

PROTESTANT STUDENT COMMUNITY (ESG)
The protestant student community is for young people at university. It provides a place to connect with others via its activities, in church services and community events. Community and communication - in groups or one-on-one - are important to us. The ESG is run jointly by students and pastors. You can join in at any time.

For further psychological counseling services in and around Tübingen, go to:

www.uni-tuebingen.de/de/897
The Schlatterhaus and the Dietrich-Bonhoeffer Haus offer rooms to live in, for parties and learning.

Nähere Infos unter: www.esg-tuebingen.de

Österbergstr. 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:

Kerstin Schelkle, University counselor and coach:
@ schelkle@khg-tuebingen.de

Wolfgang Metz, University counselor and priest:
@ metz@khg-tuebingen.de

Pfarrerin PD Dr. Inge Kirsner, University pastor:
@ kirsner@esg-tuebingen.de

Pfarrerin Christina Jeremias-Hofius, University pastor:
@ jeremias-hofius@esg-tuebingen.de

Advice for international students

Office hours

KHG: Wednesday 14:00 – 16:00 Erasmushaus
ESG: Wednesday 10:00 – 12:00 Schlatterhaus

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

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

ESG: Isolde Schäfer and Christina Jeremias-Hofius:
@ isolde.schaefer@elkw.de

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 – 24:00.

Details at:
+49 7071 88 95 440
www.nightline-tuebingen.de
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 “Dezernat Studierende”.

+49 7071 29-76833
study@uni-tuebingen.de

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

If you are in Tübingen on a bilateral exchange program or ERASMUS, the “Abteilung Austauschprogramme” (Exchange Programs office) can answer your study-related questions.

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

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

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
- 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.
ORIENTATION EVENTS FOR ARRIVING INTERNATIONAL STUDENTS

During the orientation weeks dated for 19 to 30 October and in the weeks prior to the start of semester, the university holds a number of events specifically designed for international students.

The Student Affairs division and the International Office help international 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, ...)

Dates, locations and further information on the web pages:

www.uni-tuebingen.de/en/3941
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

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.

Student Union (Studierendenrat)

Current information and dates for consultation with student representatives can be found on the information boards in the Clubhaus, Wilhelmstraße 30, or at:

www.stura-tuebingen.de
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 Division of International Office 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

CONTACT

Dezernat V – International Office
Abteilung 2– Deutsch als Fremdsprache und Interkulturelle Programme
Wilhelmstraße 22, 72074 Tübingen

Office hours
Monday to Thursday 10:00 – 12:30 and 14:00 – 16:00

+49 7071 29-75409

info@daf.uni-tuebingen.de

www.uni-tuebingen.de/en/1056

If you need to give proof of your German language skills to study in Tübingen (“Nachweis der sprachlichen Studierfähigkeit”), you can take the necessary DSH exam with us (DSH = German language test for enrollment of non-German applicants at university level). The exam takes place twice a year, and you can take a preparatory course with us. For more information, visit our website.

... 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.

... 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 partners for language learning in an informal setting:

www.uni-tuebingen.de/en/1088
While some degree programs make it compulsory for students to go abroad, we strongly encourage all of our students to study abroad for a given period of time as international experience is increasingly required for specialized professions. The University of Tübingen provides ideal conditions for international mobility. Students can choose from a range of exchange programs with some 600 universities and colleges in 74 countries! Plus, tuition fees are usually waived on these exchanges.

We can also advise you on scholarships. In the academic year 2019-20 Tübingen students obtained scholarships to the value of more than two million euros from the DAAD and Baden-Württemberg Stiftung alone.

Prepare for your stay abroad well ahead of time and gather the necessary information from the “Dezernat International Office” website.

The three-module course “Interkulturelle Kompetenzentwicklung” (developing intercultural competences) supports you prior, during, and after your stay abroad. For more information on each of the modules, go to: www.uni-tuebingen.de/en/112626

CONTACT

Dezernat V – International Office
Abteilung 1 – Austauschprogramme
Wilhelmstraße 9, 72074 Tübingen
+49 7071 29-72554
intrel@uni-tuebingen.de

Office hours:
Tuesday and Thursday 09:00 – 12:00

Opening hours:
Monday, Tuesday, Thursday, and Friday 09:00 – 12:00

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 StudIT (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.

LANGUAGE TRAINING

At the Language Learning Centre 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 Centre 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 interlinked 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 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. These people are the management of the Dean's Office, which oversees the administration of the faculty. If you as a student have a complaint, you are advised to take it to the Vice-Dean of Academic Affairs, the designated official for academic teaching. The “Fakultätssrat” (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.

The “Zentrum für Islamische Theologie” (ZITh; 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 ZITh 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 ZITh 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 Chaplaincy and Social Work. Currently, approximately 220 students are enrolled at the ZITh. More information on studying at the ZITh, course catalogs, the syllabus, and module handbooks are available at:

**CONTACT**
Zentrum für Islamische Theologie
Rümelinstraße 27
72070 Tübingen

www.uni-tuebingen.de/en/36716
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): www.uni-tuebingen.de/en/54849
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)

**CONTACT**

Vice-Dean for Academic Affairs: Prof. Dr. Wilfried Eisele
Liebermeisterstraße 12
72076 Tübingen

www.uni-tuebingen.de/en/10973
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 2,300 students and 20 professors, it has been well known in Germany for 500 years. Solid legal studies and strongly practice-oriented, in-depth training form the basis for a comprehensive degree and a successful professional career.

With its worldwide connections, the Faculty of Law offers excellent conditions for establishing international contacts. In order to test the skills and knowledge acquired in lectures, exercises and case studies in a practical and realistic manner, students have the opportunity to participate in five well-respected moot courts, i.e. mock court cases in which teams from various - mostly international - universities compete against one another. 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 addition, the faculty supports its students through the “learn better” program with a wide range of offers such as an “exam clinic,” a learning group exchange, a mentoring program and the possibility of reserving group work rooms electronically.

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:
Prof. Dr. Wolfgang Forster

Dean of Studies:
Prof. Dr. Johannes Sauer

Juristische Fakultät
Geschwister-Scholl-Platz
72074 Tübingen

www.jura.uni-tuebingen.de/front-page/startpage_eng
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 academic strategies.

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. As of winter semester 2018/19 the Faculty of Medicine has been offering Bachelor’s degree qualifications in Nursing Care and Midwifery at the newly-established Health Campus, a cooperation between the Tübingen University Hospitals and Esslingen University of Applied 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

Vice-Dean:
Prof. Dr. Diethelm Wallwiener
Medizinische Fakultät
Geissweg 5/1
72076 Tübingen

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

FACULTY OF MEDICINE

www.medizin.uni-tuebingen.de/en/Students

www.uni-tuebingen.de
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).
The Faculty of Economics and Social Sciences at the University of Tübingen combines seven academic fields, more than 70 professors and over 4,500 students - some 500 of them from abroad. It also provides pedagogics courses for the approximately 3,800 teaching-degree students at the University of Tübingen. The Faculty has two parts: the Department of Social Sciences (Hector Institute of Education Science, Institutes of Historical and Cultural Anthropology, Education, Politics, Sociology, and Sports Sciences, along with the Methods Center), and the Department of Business and Economics. We offer students more than 40 degree programs.

The Faculty is located at different places across Tübingen – from the castle (Historical and Cultural Anthropology), to Europastraße (Education Science), the old town (Education), and the main campus (Sociology, Politics, Economics), to Lustnau (Sports Sciences).

The Dean of the Faculty of Economics and Social Sciences is Professor Josef Schmid. Key contacts for students are the faculty's two Vice-Deans of Academic Affairs for the Department of Social Sciences and the Department of Business and Economics, and the Academic Affairs Office. A total of seven faculty student councils represent the interests of students on the faculty's decision-making committees, as well as providing a number of information events for new students.

CONTACT

Vice-Dean of Academic Affairs, Social Sciences
Vice-Dean of Academic Affairs, Business and Economics
Academic Affairs Office
Faculty of Economics and Social Sciences
Nauklerstraße 48
72074 Tübingen

studiendekanat@wiso.uni-tuebingen.de

www.uni-tuebingen.de/en/11305
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, Geocology, 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, Machine Learning, Nanoscience, Pharmaceutical Sciences and Technologies, and Environmental Science.

In winter semester 2019/20, more than 8,900 students were enrolled in some 70 degree programs at the faculty.

To maintain its diverse subject-range, the faculty of Science places particular emphasis on socially relevant topics regarding the life sciences and environmental research. Our core research areas include: Pharmaceuticals Research, Astrophysics and Elementary Particle Physics, Machine Learning, 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 60 million euro annually. We are involved in the two new excellence clusters, “Control of microorganisms to combat infections” and “Machine Learning” as well as nine collaborative research centers (SFB and SFB-TR) and five research training groups.

We currently employ 197 professors, 23 assistant professors and instructors, and approximately 1,550 further staff.

CONTACT

Studiendekan
Hon.-Prof. Dr. Joachim Ostwald
Mathematisch-Naturwissenschaftliche Fakultät
Auf der Morgenstelle 28
72076 Tübingen

www.uni-tuebingen.de/en/11276
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:

vergil.uni-tuebingen.de/seatfinder/seatfinder.html

All buildings have free Wi-Fi, and there are plenty of computers, copying machines, printers, scanners, smartboards, displays, and whiteboards 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 Portal.

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. More information at:

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

www.ub.uni-tuebingen.de
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, non-borrowable reference works, 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 reading room invites you to work in a particularly quiet atmosphere. In the left-hand wing of the building, the UB commonly gives courses and training sessions (library use, e-media, reference management programs, etc.). The right-hand wing, in contrast, holds the 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 BEREICHSBibliothek 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
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).

ALMA – das Portal für Studium und Lehre – ist mehr als eine elektronische Form des Vorlesungsverzeichnisses: Organisation des Studiums, Kurse belegen und Räume finden sind nur einige Funktionen, die effizient über das Web erledigt werden können (s. S. 8).

The ZDV works with the university library to run e-learning course platforms which are used to make teaching materials available, as well as for discussion forums, wikis, blogs and quizzes for course participants. ZDV also makes available more than 4,000 hours of lecture recordings of courses from nearly all the disciplines taught at the University of Tübingen, via the Tübingen Internet MultiMedia System (timms).

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 Wilhelmstraße 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 Wilhelmstraße 106 (computer-pool room).

For any questions regarding IT services, contact:

CONTACT

Zentrum für Datenverarbeitung
Wächterstraße 76, 72074 Tübingen

Hotline
+49 7071 29-70250

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

Courses
www.uni-tuebingen.de/de/3652
The “Fremdsprachenzentrum” (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 Centre, you can also register for courses as part of your “Schlüsselqualifikationen” (key competences).

We currently teach the following languages: Arabic, English, French, Italian, Modern Greek, Japanese, Catalan, Rumanian, 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: Grammar and Communication, Learn English with TED Talks, Round Table, Japanese V; Examples of specialist language include: Marketing et Internationalisation, Dialogo interculturale, Medical English and Global Issues.

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 Oecologicum.” Some language courses are also recognized for the certificate “Interkulturelles Denken und Handeln.“

Among others, the center cooperates with the French-German Cultural Institute (Institut culturel Franco-Allemand) and the German-American-Institute (Deutsch-Amerikanisches Institut – DAI) in Tübingen.

The Language Learning Center offers weekly courses during the semester and two-week to three-week intensive courses during the semester break.

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 – International Office – Studium und Studierendenaustausch
Abteilung 3 – Fremdsprachenzentrum
Wilhelmstraße 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
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 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 practice material, and an overview of other university-based services on academic writing, including workshops, counseling, and tutoring sessions, see our website.

CONTACT

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/en/109835

For an overview of subject-related services on academic writing at university, see:

www.uni-tuebingen.de/de/109606

For an overview of additional workshops on academic writing, go to:

www.uni-tuebingen.de/en/28680
TRANSDISCIPLINARY COURSE PROGRAM AND CAREER SERVICE

The Transdisciplinary Course Program and Career Service within the Academic Affairs integrates the University’s services at the interfaces of studying, practical application and professional training: the Studium Professionale (from summer semester 2021 it will be called Liberal Education) program of courses and the Career Service with its many different forms of guidance and coaching.

The Studium Professionale program (from summer semester 2021 Liberal Education) enables you to take courses in which you can develop professional skills and key qualifications relevant to both your studies and your professional career. With our Service Learning teaching format, we also promote and support you in your civic and social commitments.

At the Career Service, you can take advantage of our counseling services in careers orientation, internships and job interviews - from day one of your studies. In order to put you in touch with potential employers, we offer Career Day, Online Talk and a website listing job and internships - the Praxis Portal. You can find many different job offers in the Praxis Portal.

WHAT EXACTLY IS THE PROGRAM?

The Studium Professionale (from summer semester 2021 Liberal Education) program is a selection of multidisciplinary courses you can choose from during your studies to help you obtain professional skills and knowledge that will help you to start a career.

We offer students of all subjects the opportunity to engage with current topics from different academic perspectives. Topics include digitalization, inter- and transculturality, economic considerations, politics, society and ethics, as well as sustainable development. The combination of theoretical knowledge with current and socially relevant issues is a central element of our program. The personality-building skills you can develop here include: critical thinking, combining theory and practice, dealing with constant change and the increasing complexity of issues, as well as interdisciplinary thinking - all of which are important both in your studies and in professional life.

Our courses in the area of transferable skills are aimed at the acquisition of “classic” knowledge relevant to your studies and working life, as well as communicative and methodological skills. Additionally, in the artistic section you will find courses in which you can expand your creative and artistic potential. For Master’s and doctoral students, we offer a selection of courses under the heading “Entrepreneurial Skills and Applied Business Studies”. In these, you can

TRANSDISCIPLINARY KEY COMPETENCES

As part of your studies you will acquire both specialist and methodological competence as well as interdisciplinary, professional skills, also called key qualifications. Professional skills courses make up part of your Bachelor’s degree program - normally comprising 21 ECTS credit points. Check the specific regulations for your degree program in the examination regulations or by asking your subject’s counselling service or student representatives’ council. For all first-year students, this means that from your first semester onwards you should also register for professional skills courses as well as for classes in your chosen subject! Of the 30 ECTS credits that you should work to obtain on average per semester, 3-4 should be for professional skills courses.

The Studium Professionale (from summer semester 2021 Liberal Education) offers training in a wide range of key qualifications. You can obtain ECTS credits there, as well as through internships, language courses at the Language Learning Center (FSZ), data processing classes at the IT Center (ZDV), and via certain classes offered by the faculties or other institutions. The courses offered by Studium Professionale (from summer semester 2021 Liberal Education) and other institutions may be found in the semester program on our website.

www.uni-tuebingen.de/de/2767
www.praxisportal.uni-tuebingen.de

www.uni-tuebingen.de/de/2830
WHAT HAS CONSULTING AND COACHING TO OFFER ME FOR LAUNCHING A CAREER?

The Career Service provides consulting and coaching to help you answer questions that you may ask yourself at some point during the course of your studies: What can I do with my degree? Is my job application ok? How do I present myself convincingly and professionally?

Whether during our walk-in office hours, in individual or group formats or in webinars - we welcome you and hope you will make use of our services, which are available to you free of charge during and for up to six months after the end of your studies. Start thinking about your professional future right at the beginning of your studies!

WHICH COURSES TO TAKE AT THE START OF YOUR STUDIES?

We offer a small exclusive program especially for first-year students. What are the requirements for semester papers written to academic standards? We strongly recommend courses that help you to master the written requirements of your program - these can be found in the section on our program Transferable Skill. All courses recommended for beginners are marked as such in the program and are offered every semester. That means that if the course is already fully booked in this semester, you have another opportunity to take it in the following semester!

The entire Studium Professionale program, details on how to register, information about ALMA and our team, our consultation and office hours can be found on our website.

HOW CAN A SPECIALIST CERTIFICATE SHARPEN MY ACADEMIC PROFILE?

Within the program of interdisciplinary studies you have the opportunity to gain skills to complement your studies and shape your academic and professional profile. Alongside your subject-specific studies, you can take courses and seminars to acquire certificates such as „Intercultural Thinking & Action,” „Applied Business Studies“ (for MA), „Studium Oecologicum“ (see p. 53) or „Social Commitment.” Further information on the certificates and your contact persons can be found at:

prepare for assuming responsibility in business, administration and the non-profit sector.

Courses take place both during the semester (block courses and/or weekend courses) and during the lecture-free period.

WHICH COURSES TO TAKE AT THE START OF YOUR STUDIES?

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FOR TEACHING-DEGREE STUDENTS

TÜBINGEN SCHOOL OF EDUCATION (TÜSE)

If you have decided on a teacher training course at the University of Tübingen, the Tübingen School of Education (TüSE) is your central contact point. Our colleagues at the office will be happy to answer your questions about teacher training and to provide you with comprehensive advice regarding your studies. On our website you will also find extensive information, tips and services which may be of interest to you as a prospective teacher.

The Tübingen School of Education (TüSE) was founded in 2015. As one of the University’s central academic institutions, it works closely with the faculties involved in teacher training. This means that TüSE coordinates all matters relating to teacher training at an inter-faculty level. Our main areas of work are as follows:

TÜSE INFORMATION AND ADVISORY CENTER 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.

www.uni-tuebingen.de/en/60902

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).

www.uni-tuebingen.de/en/71902

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.

www.uni-tuebingen.de/en/60886

PROMOTION OF EARLY-CAREER RESEARCHERS

In our academic training program, we support early-career researchers in the fields of didactics, education or other specialist research in the areas of teacher training, schools and teaching, by providing advice, methodological and financial support, and by awarding prizes.

www.uni-tuebingen.de/en/92203

DIVERSITY AND INCLUSION

We offer special courses on Diversity and Inclusion (e.g. in the M. Ed. program), plan related research projects, and take diversity-related measures within study programs.

www.uni-tuebingen.de/en/88402

DIGITALIZATION

In close cooperation with other education science institutes, TüSE develops concepts and implements measures that help future teachers enable pupils to use digital media in ways that are responsible and effective for learning.

www.uni-tuebingen.de/en/91637

INTERNATIONAL

In the area of internationalization, we are building contacts with institutions of higher education outside Germany and offer regular international projects such as International Education Week.

www.uni-tuebingen.de/en/91637
ADVICE FOR TRAINEE TEACHERS AT VOCATIONAL SCHOOLS

Gabriele Müller advises students in the Bachelor of Education Sozialpädagogik/Pädagogik program.

Gabriele Müller
Münzgasse 26, Raum 108, 72070 Tübingen

Phone: +49 7071 29-74120
Email: gaby.mueller@uni-tuebingen.de

CONTACT

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

TüSE Informations- und Beratungszentrum Lehramt
Wilhelmstraße 31, room 006, 72074 Tübingen

Phone: +49 7071 29-75402
Email: studienberatung@tuese.uni-tuebingen.de

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

Please register at:
www.uni-tuebingen.appointmind.net

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

The Tübingen School of Education website also provides comprehensive answers to many of your questions.
STUDY OF EDUCATIONAL SCIENCES (BWS)

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 paedagogics classes for teacher’s training can be found in the alma portal under „Bildungswissenschaftliches Angebot 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/62427

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

www.uni-tuebingen.de/en/13450

CONTACT

BWS advice for students
PD Dr. Dr. Martin Harant
Münzgasse 26, Raum 109, 72070 Tübingen
☎ +49 7071 29-78320
✉ martin.harant@uni-tuebingen.de
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 Studentenwerk Tübingen-Hohenheim is also responsible for administering BAföG to German students studying in Turkey and parts of Asia.

KONTAKT

Amt für Ausbildungsförderung
Listplatz 1, 72764 Reutlingen
+49 7121 68088-0

Please call during telephone consultation hours only: Monday – Thursday 09:00 – 12:00

www.my-stuwe.de/bafoeg/tuebingen
bafoeg@sw-tuebingen-hohenheim.de

BAFÖG-InfoPoint
Im Oberschulamt, Keplerstraße 2, 72074 Tübingen

Opening hours:

www.my-stuwe.de/bafoeg/tuebingen/#nav-infopoints

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

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 Reutlingen
+49 7121 68088-14
darlehen@sw-tuebingen-hohenheim.de
www.my-stuwe.de/finanzierung

Telephone consultation hours:
Monday, Thursday 13:30 – 15:30
Tuesday, Wednesday 09:00 – 11:00

Personal consultation hours:
Tuesday 13:00 – 15:30
Thursday 09:00 – 11:30

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 2020, the University of Tübingen awarded 129 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
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

<table>
<thead>
<tr>
<th>Day</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monday and Wednesday</td>
<td>09:00 – 11:30</td>
</tr>
<tr>
<td>Thursday</td>
<td>13:30 – 16:00</td>
</tr>
</tbody>
</table>

**Info-Points**

Info-Point in the foyer of the temporary canteen in the Shedhalle, Schlachthausstraße 13

- +49 7071 29-73871
- privatzimmervermittlung@sw-tuebingen-hohenheim.de

Opening hours

<table>
<thead>
<tr>
<th>Day</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monday – Friday</td>
<td>10:45 – 14:45</td>
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</tbody>
</table>
TÜBLING 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.

Tübinger 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

USEFUL LINKS AND WEBSITES

www.wg-gesucht.de
www.studenten-wohnung.de
www.immowelt.de
www.wohnungsboerse.net
www.vierwaen.de
www.diewohnung.de
www.wg-welt.de
www.housinganywhere.com

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

www.tagblatt.de/anzeigen

It is also worth taking a look at the notice boards in the Mensa at Wilhelmstraße 13 and the Brechtbau (Wilhelmstraße 50).
A GROWLING STOMACH DISTRACTS FROM LEARNING – REFECTORIES 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 canteen on Wilhelmstrasse is under renovation for four years starting in summer 2019; therefore a temporary canteen has been set up in the Shedhalle in Schlachthausstrasse (behind the Brechtbau). If you like, you can get your coffee after lunch in the Cafeteria Geiwi in the Brechtbau. Warm snacks are available at the Clubhaus, the cafeteria directly on Wilhelmstrasse (opposite the Neue Aula). Every Thursday, the Clubhaus hosts the legendary Clubhaus Parties.

Refectory and cafeteria menus and opening times available at:

- Mensa und Cafeteria Prinz Karl
  Hafengasse 6, 72074 Tübingen

- Mensa und Cafeteria Morgenstelle
  Auf der Morgenstelle 26, 72076 Tübingen

- Cafeteria Hörsaalzentrum Morgenstelle (mit Automatenstation)
  Auf der Morgenstelle 16, 72076 Tübingen

- Mensa-Provisorium in der Shedhalle
  Schlachthausstraße 13, 72074 Tübingen

- Cafeteria Clubhaus
  Wilhelmstraße 30, 72074 Tübingen

- Cafeteria in der Universitätsbibliothek (UB)
  Wilhelmstraße 32, 72074 Tübingen

- Cafeteria Theologicum (with vending machines)
  Liebermeisterstraße 12, 72076 Tübingen

- Cafeteria Neuphilologicum (with vending machines)
  Wilhelmstraße 50, 72074 Tübingen

Fancy something different? There are numerous restaurants, takeaways, snack bars, and pubs on campus and in the old town.
Students can purchase a “Semesterticket” (student travel pass) at a discounted rate to use public transport in and 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. To purchase it, you will need to present your “naldo-Bescheinigung.” You can print it out from the ALMA portal after you have logged in. You will receive the access data for ALMA by post. Now also available from the naldo-Online-Ticket-Shop!

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 you 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.

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.

By the way: the student unions and student services regularly re-negotiate the conditions of use for the semester ticket both for commuting and use during leisure time.

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 Semesterticket (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
Lilli-Zapf-Str. 2, 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/Wilhelmstraße. 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:
https://www.svtue.de/linienverzeichnis-nacht

THE TÜBINGER NACHT-SAM

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 0:00 – 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, Hagelloch at quarter past and quarter to the hour.

The Nacht-SAM takes you
- from one collective point to another (within town center)
- from a collective point to your doorstep (outside town center)
- from your doorstep (outside town center) to a collective point (in town center)

The Nacht-SAM collective points in the town center are:

- SAM 1 bus stop Nonnenhaus
- SAM 2 Faules 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 8.40 € for adults, 6.00 € for students with a travel pass, and 5.10 € 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:
https://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 yourself – 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
• 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 union finances its work via the membership fee which students pay each semester.

The student union is organized according to a constitution, which you can download from the StuRa website.

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!

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
• Action days and film festivals
• Student-organized seminars (not awarding ECTS credits)
• Student media, e.g. Kupferblau magazine
• 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
Each semester there is at least one student general assembly, which is organized by the StuRa. 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.
General assemblies and ballots can also be convened by parts of the student body at any time.

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.

Studium Generale at the University of Tübingen
- seeks a scientific debate over current issues
- deals with key questions of human existence
- offers discussions beyond individual disciplines
- provides information on matters of general interest
- devotes itself to music-, art-, and sports-related activities

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.

Due to the Coronavirus pandemic, Studium Generale will not re-commence until summer semester 2021.

Get the program at:

www.uni-tuebingen.de/de/63

INTERDISCIPLINARY PROGRAMS

STUDIUM GENERALE

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?
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 social-ecological city planning and global justice, the Studium Oecologicum offers interactive seminars for discussion of 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.

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

www.uni-tuebingen.de/en/52324

Coordinator:
Dr. Birgit Hoinle
Wilhelmstr. 19, 72074 Tübingen

+49 7071 29-77986
birgit.hoinle@izew.uni-tuebingen.de
UNIVERSITY SPORTS CENTER

The Hochschulsport/University Sports Center is for all students and employees of the University. Its program offers a comprehensive, varied and demand-oriented range of amateur, leisure, health and competitive sports. The sports program is broadly diversified and intended to be convenient and relevant to students and employees of the University. Its sport and exercise culture motivates students to do sport regularly and promotes social life at the university, offering an ideal counterbalance to long hours working at a desk. We see exercise as an essential means of increasing personal well-being, maintaining health and general performance as well as personal development. In addition to popular sports, we also offer a variety of competitive sports.

THE PROGRAM

Our extensive program is able to meet the current needs of students and staff because of the tremendous commitment of our full-time staff. We offer practical courses to impart knowledge and social skills in over 400 university sports classes. Every week, courses are organised and supervised in more than 40 sports by more than 300 qualified instructors. Our work also helps volunteers to gain qualifications. In addition to courses guided by an instructor, you can also organize your own sporting activities. The facilities of the Institute of Sports Science are available for this purpose. The University Sports Center courses are published on the website two weeks before the start of the semester. They are for students and employees of the university; you must register and pay for them (www.hsp.uni-tuebingen.de).

You can register for semester courses online a week before the start of semester.

SPORTS COURSES

These are conducted by professional trainers and are adapted to the needs of beginners and advanced participants; you can learn a new sport of your choice or get better at an old one. Since summer semester 2020, we have had an online program of courses. Everyone has the opportunity to register for one of the online courses and to exercise individually at home.

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

The University Sports Center offers many interesting, high-quality workshops, mostly on weekends. Courses are taught by international and national guest lecturers from various fields (dance, yoga, fitness, martial arts and many more). The workshops are held in small groups and focus on a specific topic.

OPEN SPORT AND TRAINING

If they wish, students can meet for casual play and sporting activities in self-organized groups. Competitive sportsmen and athletes also have the opportunity to train without supervision.

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 the strength and fitness area, we offer supervised courses in strength training and climbing; however, students also have the option to train without supervision in the strength and fitness room and in the climbing area. 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. You can register at the University Sports Center or online.

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.

sportreferat@uni-tuebingen.de

BETABALANCE 2.0
EXERCISE AND HEALTH PROMOTION FOR STUDENTS
In order to strike a balance between stressful and sedentary learning phases and to exploit their health potential for successful studies, the University Sports Center offers the project „BeTaBalance 2.0 - studying between mountain and valley“ - a wide range of possibilities for the promotion of movement and health and the participative involvement of students during their studies.

+49 7071 29-76066
betabalance@ifs.uni-tuebingen.de
www.uni-tuebingen.de/en/173997
www.instagram.com/betabalance_unituebingen

CONTACT
Hochschulsport
Institute of Sports Science
Wilhelmstraße 124, 72074 Tübingen

Director: Ingrid Arzberger
Alberstraße 27, Zi. 102, 72074 Tübingen

Secretary/Info-desk:
Alberstraße 27, Zi. 103, 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
MUSIC AND CONCERTS

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 oratorio 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-Cappella 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.

CONTACT

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

www.uni-tuebingen.de/en/3360
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:
Prof. Dr. Stefan Johannes Morent
+49 7071 551889
Cell: 0171 5440786
stefan.morent@uni-tuebingen.de

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 9 € (Last-Minute-Tickets).

CONTACT
Kulturreferat der Universität Tübingen
Artistic director: Dr. h.c. Gudni A. Emilsson
Office: Peer-Arne Arweller
Hölderlinstraße 19, 72074 Tübingen
+49 7071 29-74659
+49 7071 26634
kulturreferat@uni-tuebingen.de
www.konzerte-tuebingen.de
(also on this page: ticket sales, reservations, and vouchers)

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 – Wednesday 11:00 – 13:00
(During semester only)

And at all Reservix sales points
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! The Museum offers a free tour for new students each semester.

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 and the only museum worldwide with two UNESCO World Heritage listings as well as an entry in the Guinness Book of World Records. 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 world culture heritage by the UNESCO in 2017, as well as some rare exhibits of more recent prehistory belonging to the world culture heritage “Prähistorische Pfahlbauten um die Alpen” (prehistoric stilt houses in the Alps). The sacrificial chamber of Seschemner III. and the fully preserved coffin of Ildi offer a fascinating insight into ancient Egyptian culture. Finally, casts of some of the most famous antique sculptures demonstrate the cultural development and skillfulness of the ancient Greeks and Romans.

THE UNIVERSITY MUSEUM AND ITS COLLECTIONS

THE CASTLE AND ITS HIGHLIGHTS

The Tübingen castle (das Schloss) is not only home to rare exhibits but also to the “Riesenfass” (Great Tübingen Tun), the oldest giant wine cask in the world. The observatory at the castle is one of the few places in the world where you can see the “Reichenbach’sche Doppelkreis,” 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 UNI ON AIR

The Center for Media Competence offers two established media channels at the University of Tübingen - CampusTV and the campus radio station, Radio Micro-Europa - which can help you get television and radio experience while you are still a student.

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 "Schlüsselqualifizationen" (professional skills) module. By the way, all CampusTV reports are accessible via our social media channels on YouTube, Facebook, Instagram and Twitter. Take a look and join the conversation!

CONTACT

CampusTV
Media Competence Center (ZFM)
Wilhelmstraße 50, 72074 Tübingen
+49 7071 29-77990
oliver.haeussler@uni-tuebingen.de

Radio Micro-Europa

RADIO MICRO-EUROPA: CAMPUS RADIO – NETWORK – STUDIO – UNIRADIO ARCHIVES

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 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 radio shows via the University Library Mediathek. We cooperate with: Freies Radio Wüste Welle (Tübingen), SWR (Studio Tübingen and Stuttgart), NeckarLab Live (Reutlingen), the University of Applied Sciences (HAW, Hamburg), the Jazzclub Tübingen e.V. and the Institut des hautes études des communications sociales (IHECS, Brussels).

CONTACT

Radio Micro-Europa
Media Competence Center (ZFM)
Wilhelmstraße 50, 72074 Tübingen
+49 7071 29-78443
ulrich.haegele@uni-tuebingen.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), meet our invited artists, or attend the Tübingen Writers’ Lectureship.

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 it is you are working on, we will give you the chance to put your work to the test and present it in front of an audience.

The STL cooperates with Tübingen theaters, the Hölderlingesellschaft, and the SWR. The events are selected according to individual interest and inclination. All SLT seminars can get you credit for the “Schlüsselfqualifikationen” (key competences) module. Students of Rhetoric may also receive course credit for their practical seminars. Furthermore, students have the opportunity to complete artistic training at the SLT with an independent literary project and receive a certificate.

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

TÜBINGEN WRITERS’ LECTURESHP (POETIK-DOZENTUR)

The Tübingen Writers’ Lectureship offers students, University members and the public the opportunity to get to know outstanding authors from Germany and abroad and to talk to them. In doing so, it initiates and intensifies university dialogue across disciplinary boundaries and invites cultural exchange between University and the town, and between the University and the wider region. Once a year, usually in the winter semester, two authors are invited to give lectures and offer workshops for University students (seminars or writing workshops). Closely linked to the Tübingen Writers’ Lectureship is the Würth Literature Prize, which is announced by the Poetics Lecturers at the end of the Lectureship. The Tübingen Writers’ Lectureship is sponsored by the Würth Foundation and Adolf Würth GmbH & Co. KG in Künzelsau. Since 1996 the Tübingen Writers’ Lectureship has been organized by the Institute of German Language and Literature of Tübingen University, since 2005 by Prof. Dr. Dorothee Kimmich.

More on the Tübingen Poetik-Dozentur:

www.poetik-dozentur.de

ZEICHENINSTITUT AND INVITED ARTISTS

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 idea behind the invited artist scheme is to introduce art and its traditions, with a focus on its special development in different cultures. The scheme promotes creativity, artistic understanding and cultural diversity, and is for students of all faculties.

www.unimuseum.uni-tuebingen.de/de/forschung-lehre/invited-artist

You can find the program at:

www.uni-tuebingen.de/en/1754
**ALMA PORTAL:** Is the online portal for organizing your studies at the University of Tübingen. Here you can generate a personal timetable, register for and withdraw from classes and exams, and carry out many other administrative functions online.

**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.). Der “Bachelor of Education” (B.Ed.) is used for a teacher-training degree.

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

**BLOCKVERANSTALTUNG/-SEMINAR (INTENSIVE COURSE):** in 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 how. 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/CHIP CARD):** 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 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 an 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:**

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**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.

**CURRICULUM**: (lat. = course) refers to the syllabus of a degree program; it defines content, objectives, methods, and organizational structures of the program.

**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.

**DEKAN (DEAN)**: the Dean is the head of a faculty and represents its interests; the “Dekanat” (Dean’s Office) manages the faculty. All faculties also have a Vice-Dean for Academic Affairs, who is responsible for ensuring that teaching is comprehensive and in line with study and exam regulations. Together with the subject advisors, he also advises students in all study-related matters.

**DEKANAT (DEAN’S OFFICE)**: the central management and administration of a faculty. It is headed by the Dean, who is elected for a period of six years. The Dean’s deputy is the Vice-Dean (“Vize-Dekan”).

**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.

**DIES UNIVERSITATIS**: a day of celebration at the University, usually with a special program of events.

**DIPLOMA SUPPLEMENT (DS)**: upon graduation, students receive a degree certificate and the “Diploma Supplement,” a document in both English and German which provides information on the university and their program of study. The DS lists your study and qualifications profile to facilitate and promote international academic and professional mobility. Individual grades and scores are listed in your “Notenspiegel” (Transcript of Records).

**DIVERSITÄTSORIENTIERT (DIVERSITY-ORIENTED)**: 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.

**DOZENT/IN (LECTURER)**: a teacher at a university.

**ECTS**: the European Credit Transfer and Accumulation System (ECTS) ensures (inter)national recognition and transferability of coursework. The uniformity of documentation makes it easier to study abroad or change universities. The workload is comprised of in-class time, preparation time of class material, individual study time, and exam time; one ECTS credit point is worth 30 hours of work. Each semester, students must obtain a total of 30 ECTS, which is equivalent to an average workload of 900 hours per semester, or 1,800 hours per year. While Bachelor degree programs comprise a total of 180-240 ECTS, Masters degrees comprise 60-120 ECTS. The number of obtainable ECTS in each subject were primarily set to protect students from a work overload.

**ERASMUS+**: an EU program designed to make European universities more attractive to students, graduates, and instructors from around the world.

**ERSTSEMESTER/”ERSTI” (FRESHER)**: a student in the first semester of his/her studies.
EXCURSION: serves to consolidate knowledge acquired in class outside the classroom. Excursions may include single-day journeys, longer trips within Germany, or even trips abroad. In some study programs, students are required to go on a set number of excursions in order to receive course credit.

EXMATRIKULATION (TERMINATION OF ENROLLMENT): formal termination of enrollment. If you have completed your studies, change universities, or don’t want to continue your studies, you must terminate your enrollment. Before you can do so, however, you must meet any pending obligations you might have towards the university. You will receive written confirmation of your termination of enrollment; this document is the prerequisite for studying at another university. Student Administration can also terminate your enrollment, e.g. if you do not pay the tuition fees (in time).

FACHBEREICH (DEPARTMENT): an organizational unit responsible for a subject or a related group of subjects.

FACHSCHAFTEN (FACULTY STUDENT COUNCILS): colloquial term for student representatives in a given subject area, who work to promote student interests, organize subject-specific events, maintain contact with other disciplines, and influence university policy-making. Faculty student councils are not elected; they are open to all students interested in joining.

FACHSEMESTER (SUBJECT-SPECIFIC SEMESTER): refers to the number of semesters you have been enrolled in a particular subject; this also includes subject-related practical work or internships. Leave of absence, however, does not count into your number of subject-specific semesters. The university also counts the total number of semesters you have been in higher education; these are the so-called “Hochschulsemester.” This means, for instance, that a student could study in their first “Fachsemester” but already be in their fifth “Hochschulsemester.”

FAKULTÄT (FACULTY): basic academic unit at university; a faculty comprises academic/teaching staff, students, administrative staff, and others. It is managed and represented by the Dean, who is also a member of the faculty board.

FAKULTÄTSRAT (FACULTY COUNCIL): the highest decision-making body at a faculty. The faculty council is headed by the Dean and made up of representatives of the research and teaching staff, the non-academic staff, and students. Professors, however, have an absolute majority of votes; if they all agree, they can outvote the other parties on any given matter. The faculty council deals with important questions regarding the faculty as a whole (e.g. study and exam regulations, distribution of funds, decisions on habilitations). In some cases, the senate or relevant state ministry has to approve its decisions.

FAKULTÄTSVORSTAND (FACULTY BOARD): consists of a faculty’s Dean and various Vice-Deans, including the “Prodekan” (Executive Vice-Dean) and the “Studiendekan” (Vice-Dean of Academic Affairs).

HAUSARBEIT (TERM PAPER): written work that is usually part of a course assessment. Seminars often require students to work independently on a single topic, write a paper on it, and present their results in the form of a presentation. By completing such assignments, students show that they can work academically.

HAUS DER SPRAChEN (HOUSE OF LANGUAGES): where the section “German as a Second Language and Intercultural Programs” and “the Language Learning Centre” are located (Wilhelmstraße 22).

HIWI: refers to a student assistant at university.

ILIAS: German acronym for “Integrated Learning, Information, and Work Cooperation System.” ILIAS is the university’s online learning management system, which is used to provide students with learning and course material. Another platform used by some at the University is moodle.

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.

KARTENTERMINALS (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 Hörsaalzentrum 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. doctoral candidates talk about their research and academic work.

KOMMILITON/INN/EN (FELLOW STUDENTS): Germans use the expression “Kommilitone” for a (male) person they study with or “Kommilitonin” for a female.

KONSEKUTIVER STUDIENGANG (CONSECUTIVE DEGREE PROGRAM): refers to every degree program that can be studied directly after a Bachelor’s degree and which does not require further professional experience; most Master programs are consecutive programs as they build on the knowledge acquired throughout a Bachelor’s degree.

LEHRSTUHL (PROFESSORIAL CHAIR): a regular professorial position at university, which includes provision of financial means and staff to teach and conduct research. The term “chair” is often used as a synonym for a professor and all of his/her research assistants.

LEHRVERANSTALTUNGEN (COURSES): over 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, colloquiums, practical work, repetitions, seminars, tutorials, exercises, and lectures.

MASTERSTUDIENGANG (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.). The “Master of Education” (M.Ed.) describes a Master’s level teacher-training degree.

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 assignments, 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 con-
tain 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. (NOMEN 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): some Bachelor’s programs require students to complete an orientation examination in the first few semesters. This is meant to ensure that you have successfully acquired the basics of your chosen program at the beginning of your studies. You must pass the orientation examination by the end of the third semester at the latest. Check your study and exam regulations to find out whether your degree program includes an orientation examination and which assessment is required for it. If you have trouble meeting these time constraints, please consult the faculty course advisors, the examinations office, or the central student administration in good time so as to work out an individual solution. The examinations board may extend the deadline if your failure to complete the orientation examination within the time limit was due to reasons beyond your control. You must apply to the examination board in good time for any such extension. If you miss a deadline, your right to be examined in your chosen degree program may lapse and you will not be able to continue studying in that program.

ORIENTIERUNGSWOCHEN (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. Details on p. 2 and on the Orientation website.

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.

PFLECHTMODUL (COMPULSORY MODULE): compulsory modules teach material central to your subject. The study and exam regulations define which of the modules you must take in order to be admitted to your final exams at the end of your studies.

PRAKTIKUM (PRACTICAL WORK/ INTERNSHIP): this is practical training intended to give you an insight into professional practice while being guided by a mentor, to enable you to test your skills and/or apply what you have learned in a practical situation. In many subjects, an internship or other practical training is compulsory. Some run for a few weeks or months, others a whole year. Paid practical work is rare. In Science subjects, it is a teaching unit set up for learning practical applications. This type of practical training usually takes place in a specially equipped laboratory (e.g. in biology, biochemistry, chemistry, physics, pharmacy).

PRODEKAN (VICE-DEAN): the deputy of the Dean of a faculty.

PROMOTION (DOCTORATE): doctorates 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.

PROPÄDEUTIKUM/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.
PRÜFUNGSAUSSCHUSS (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 assessment.

PRÜFUNGS- UND STUDIENORDNUNG (STUDY AND EXAM REGULATIONS): the study and exam regulations of a program regulate its formal structure, define exam requirements and procedures, and set the framework and regulations for a proper course of study. Study and exam regulations also include information on the subjects taught in your degree program, its goals, and which courses require what form of assessment. Please note that exam regulations in Bachelor’s and Master’s degrees are divided into a general and special section (“Allgemeiner Teil” and “Besonderer Teil”).

REKTOR (PRESIDENT): the Rektor 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.

SCHLÜSSELQUALIFIKATIONEN/ÜBERFACHLICHE (SCHLÜSSEL-) KOMPETENZEN (KEY QUALIFICATIONS/TRANSDISCIPLINARY (KEY) COMPETENCES): 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).
STAATLICHES SEMINAR FÜR AUSBILDUNG UND FORTBILDUNG DER LEHRKRÄFTE TÜBINGEN (GYMNASIUM): at the Seminar für Ausbildung und Fortbildung der Lehrkräfte Tübingen (Gymnasium), future high school teachers are prepared for their profession after university studies in an 18-month training course.

SENAT (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: abbr. for “summer semester;” half of the academic year. The summer semester runs from 01 April – 30 September.

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.

STUDIERENDENWERK (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.

STUDIERENDEKAN (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.

TIMMS: Tübingen Internet MultiMedia Server, the University’s digital video portal, via which you can watch recorded classes and lectures, and livestreams.

TRANSCRIPT OF RECORDS (TOR): the Transcript of Records is a list of all the classes you have attended and the results of your assessment. It is an essential requirement if you want to have your academic work recognized abroad. International students can use their transcripts of records to have the academic work they did at their home universities recognized in Germany and vice versa.

TUTORIUM (TUTORIAL): a work group offered in addition to a lecture or seminar where tutors (students of higher semesters) help students work through and process the course material.

ÜBUNG (EXERCISE): exercises are offered alongside many lectures; they usually include specific tasks and examples where students learn to apply the lecture content.

VORLESUNG (LECTURE): in a lecture, a professor or lecturer presents material in the form of a structured presentations. 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.

VORLESUNGSVERZEICHNIS (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.

WiSe: 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.
University facilities

1. FB Biologie: Institut für Evolution und Ökologie/MNF, Auf der Morgenstelle 3+5
2. Dekanat MNF, FB Pharmazie/MNF (B-Bau), Auf der Morgenstelle 8
3. Chemisches Zentralinstitut, Praktikumsräume Chemie/MNF (H-Bau), Auf der Morgenstelle 6
4. FB Mathematik/MNF, FB Physik/MNF, Zentrum für Quantitative Biologie (QBIC) (C-Bau), Auf der Morgenstelle 10
5. Werkstattgebäude der Physik/MNF (PN-Bau), Auf der Morgenstelle 12
6. Technisches Zentraallager, Auf der Morgenstelle 14/1
7. Hörsaalzentrum Morgenstelle, Hausmeisterdienstleistungszentrum 2, Bereich Bibliothek Naturwissenschaften, Cafeteria, Auf der Morgenstelle 16
8. FB Physik/MNF (D-Bau), Auf der Morgenstelle 34
9. Verfügungsgebäude Morgenstelle: Interfakultäres Institut für Zellbiologie (IFIZ)/MNF und Medizinische Fakultät; Center for Light-Matter Interaction, Sensors & Analytics (LiSA²), Auf der Morgenstelle 15
10. Chemikalienlager und Sonderabfallentsorgung der Universität, Auf der Morgenstelle 22
11. FB Chemie/MNF (A-Bau), Auf der Morgenstelle 18
12. Isotenlabor (F-Bau), Auf der Morgenstelle 24
13. FB Biologie/MNF (E-Bau), Auf der Morgenstelle 28
14. Mensa II und Cafeteria, Auf der Morgenstelle 26
15. Institut für Klinische Anatomie und Zellanalytik/Medizinische Fakultät, Elfriede-Aulhorn-Str. 8
16. Lehr- und Lerngebäude/DocLab, Elfriede-Aulhorn-Str. 10
17. Werner Reichardt Center for Integrative Neuroscience (CIN), Institut für Medizinische Psychologie und Verhaltensneurobiologie, Otfrid-Müller-Str. 25
18. Zentrum für Molekularbiologie der Pflanzen (ZMBP)/MNF, Interfakultäres Institut für Biochemie (IFIB) Neubau, Auf der Morgenstelle 32+34
19. Geo- und Umweltforschungszentrum (GÜZ), Schnarrenbergstr. 94-96
21. FB Asien-Orient-Wissenschaften: Orient- u. Islamwissenschaften/PF, Brasilienzentrum, Wilhelmsstr. 113
22. FB Asien-Orient-Wissenschaften: Sinologie und Koreanistik/PF, Wilhelmsstr. 133
23. FB Asien-Orient-Wissenschaften: Japonologie/PF, Wilhelmsstr. 90
24. Universitätsdruckerei, Kostlinstr. 6
25. Zentrum für Datenverarbeitung (ZDV), Wächterstr. 76
26. Institut für Sportwissenschaft/WiSo, Wilhelmsstr. 124
27. Universitätssporthalle, Institut für Sportwissenschaft/WiSo, Alberstr. 27
28. Institut für Ethik und Geschichte der Medizin, Bereich Geschichte der Medizin/Medizinische Fakultät, Goethestr. 6
29. Gästehaus der Universität, Lessingweg 3; Dozentenwohnheim, Lessingweg 1
30. Dekanat der Medizinischen Fakultät, Geissweg 5/1; Verwaltung des Klinikums, Geissweg 3+5
31. Werner Siemens Imaging Center, Röntgenweg 13
32. Universitätsapotheke, Röntgenweg 9
33. Frauenklinik, Calwerstr. 7
34. Institut für Pathologie und Neuropathologie, Calwerstr. 3
35. Universitäts-Hautklinik, Liebermeisterstr. 32
36. Universitäts-Audiologie und Hörtherapie, Liebermeisterstr. 25
37. Universitätsklinik für Psychiatrie und Psychotherapie, Osianerstr. 24
38. Universitätssprechstunden für Zahn-, Mund- und Kieferheilkunde, Osianerstr. 2-8
39. Department für Augenheilkunde, Elfriede-Aulhorn-Str. 7
40. Alte Frauenklinik: FB Psychologie/MNF, Schleicherstr. 4; Leibniz-Institut für Wissenschaftsmedien (IWM), Schleicherstr. 6; Wissenschaftscampus, Schleicherstr. 8
41. FB Psychologie: Abt. Schulpsychologie/MNF, Kompetenzzentrum Schulpsychologie (Ministerium für Kultur, Jugend und Sport Baden-Württemberg), Personalrat, Liebermeisterstr. 6
42. Theologicum: Evangelisch-Theologische Fakultät (einschl. Dekanat), Katholisch-Theologische Fakultät (einschl. Prüfungsamt GymPO), Cafeteria, Liebermeisterstr. 12-16
43. FB Geowissenschaften: Forschungsbereiche Geographie, Urgeschichte und Naturwissenschaftliche Archäologie/MNF; Katholisch-Theologische Fakultät: Dekanat, Institut für Ökumenische und Interreligiöse Forschung, Rümelinstr. 19-23
44. Institut für Pathologie und Neuropathologie, Liebermeisterstr. 8
45. Zentrum für Islamische Theologie (ZITh), Rümelinstr. 27
46. Medizinische Universitätsklinik, Institut für Klinische Epidemiologie und angewandte Biometrie/Medizinische Fakultät; Psychologisches Institut, Arbeitsbereich Schulpsychologie, Silcherstr. 5
47. Institut für Physiologie, Keplerstr. 15
49. Alte Botanik: Rektorat und Zentrale Verwaltung, Wilhelmsstr. 5
52. Clubhaus: Cafeteria, Beratung behinderter und chronisch kranker Studierender/Dez. IV-3, ASTA, Unishop, Wilhelmsstr. 30
53. Kupferbau: Hörsaalgebäude, Hölderlinstr. 5
54. Dez. VIII – Bau, Arbeitssicherheit, Umwelt; Abt. VIII-1 Bau und Fläche, Sigwartstr. 17
56. Hochschuldidaktik/Dez. III-3, Sigwartstr. 20
57. Kulturreferat der Universität, Hölderlinstr. 19
58. FB Geowissenschaften: Fachbereichslabor, Forschungsbereiche Ange wandte Geowissenschaften und Paläoökologie, Paläontologische Lehr- und Schausammlung/MNF, Eckgebäude Hölderlinstr. 12/Sigwartstr. 10
59. Alte Physik: Juristische Fakultät, Gymnestr. 6
61. Zoologische Lehr- und Schausammlung, Sigwartstr. 3
63. Mensa I, Wilhelmsstr. 13-15 (will derzeit saniert)
64. Universitätsbibliothek, Universitätsarchiv, Grafische Sammlung, Cafeteria, Wilhelmsstr. 32
66. Studierendenzentrum Tübingen-Hohenheim, Hauptverwaltung und Psychotherapeutische Beratungsstelle, Friedrichstr. 21

Abkürzungen | FB: Fachbereich; MNF: Mathematisch-Naturwissenschaftliche Fakultät; PF: Philosophische Fakultät; WiSo: Wirtschafts- und Sozialwissenschaftliche Fakultät; MUT: Museum der Universität Tübingen; Dez: Dekanat

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