How do I plan my studies?
In the previous presentation "Why plan?" we described why you should first make a complete overview of your studies, so that you are able to plan individual semesters, goals and stages. To develop a complete overview of your studies, you should get a Degree-program plan (Studienverlaufsplan) from the department of your major (Studiengang).
In a particular section of the Examination Regulations Guide (Prüfungsordnungen) you will also find details regarding your respective Degree-Program (Studienverlaufspläne).

The plan for your Degree-Program (Studienverlaufsplan) is designed for the typical duration it takes students to complete a degree.

➔ In reality, it often takes many students longer time to complete a degree (and in some cases, less time).
## Individual Study Plan for Your Degree

A course schedule for your degree-program could look like this, for example…

|----------|---------|----------|---------|----------|---------|----------|---------|----------|

- Orientation Exam (Orientierungsprüfung) completed
- Mid-term Exam (Zwischenprüfung) completed
- Bachelor Exam (Bachelorprüfung) completed
<table>
<thead>
<tr>
<th>Semester</th>
<th>Study Plan</th>
</tr>
</thead>
<tbody>
<tr>
<td>WS 19-20</td>
<td>1. Study semester</td>
</tr>
<tr>
<td>SoSe 20</td>
<td>Failed Module 1</td>
</tr>
<tr>
<td>WS 20-21</td>
<td>Orientation Exam (Orientierungs-prüfung) completed</td>
</tr>
<tr>
<td>SoSe 21</td>
<td>Semester Abroad</td>
</tr>
<tr>
<td>WS 21-22</td>
<td>Orientation Exam (Orientierungs-prüfung) completed</td>
</tr>
<tr>
<td>SoSe 22</td>
<td>Semester Abroad</td>
</tr>
<tr>
<td>WS 22-23</td>
<td>Mid-term Exam (Zwischenprüfung) completed</td>
</tr>
<tr>
<td>SoSe 23</td>
<td>Semester Abroad</td>
</tr>
<tr>
<td>WS 23-24</td>
<td>Bachelor Exam (Bachelorprüfung) completed</td>
</tr>
</tbody>
</table>

… or also like this.
A *individual study plan for your degree* could be useful for

- Catching up on language requirements
- Course overlaps
- Failed tests/exams
- Semester Abroad
- Illness
- Voluntary Practicum/Internships
- Familial responsibilities
- Many other situations

… or also during unusual times, like right now!
Here is how you could develop an individual study plan:

In order to stay on track with a typical course of study, most students take about 30 ECTS per semester to ensure degree completion.

**A tip in advance:** complete all language requirements in the first semesters!

Double check which modules or classes are required to be completed in particular or definitive semesters and which might be optional.

➡ Pay attention to the deadlines and date of exams (see the Examination Regulations or „Prüfungs-ordnung“) and the requirements for modules/classes in upper division semesters (see the course hand book or „Modulhandbuch“)
Take a look at which Lehrveranstaltungen zu den Modulen dazugehören.

How much time will you need on average to complete each lecture successfully?

You can find this information in the Module/Course Descriptions!

→ Does the information refer to one lecture or the entire semester?

→ Also consider: Is it an intimidating module subject? Is it a review exam? How easy or difficult are the class topics that I will be working with? Will I be graded?…
Do not plan and pack your semesters too tightly, so that, if necessary, you can retake any courses or exams.

If you want to take our suggestions and set up a plan right away, you will find a template at the bottom of our webpage.

Pay close attention to BAföG (please contact the ZSB or BAföG-Amt if you have any questions)

In the current situation, please contact BAföG directly for any BAföG related questions.
At the end of this presentation, you now know:

1. How you can set up an individual plan for your degree-program.

2. What you need to look out for when planning out the semesters of your degree-program.
Now that we have considered how to plan your overall degree-program, we will now explore **planning a semester** in the **next presentation**.
Contact:

Zentrale Studienberatung
Wilhelmstr. 11, 2. OG, 72074 Tübingen
Telefon: +49 7071 29-72555
zsb@uni-tuebingen.de
www.uni-tuebingen.de/zsb