



Information about the summer semester 2024

28 March 2024

1.) Responsible examination offices

Computer Science BSc, BSc Computer Science as minor subject (60 LP)

Ms Wieder, Wilhelmstraße 19

Computer Science MSc

Ms Grauer, Wilhelmstraße 19

Bioinformatics BSc/MSc, Medical Informatics BSc/MSc, Media Informatics BSc/MSc

Ms Mischorr, Wilhelmstraße 19

Cognitive Science BSc/MSc, Machine Learning MSc

Ms Döring, Wilhelmstraße 19

Bachelor of Education Computer Science B.Ed. / Master of Education Computer Science M.Ed.

Ms Mader, Wilhelmstraße 19

2) Application procedure for the degree programmes Bioinformatics, Computer Science, Machine Learning, Media Informatics and Medical Informatics

Please note: There are two types of registration:

- a. Registration for participation in a course (including exercises/written exams/examination) with the organiser/lecturer via Ilias/Moodle or similar.
Please inform yourself in the course catalogue or on the organiser's website to find out how you can/should register for the respective course.
It is not possible to register for the course (or attendance) via ALMA.
- b. Additionally, students of the above-mentioned degree programmes **MUST** register for all examinations (main or post- examinations) in ALMA for which they wish to have a grade recorded. This applies also to practicals, seminars and proseminars for which no written examination is taken. Different rules may apply to the registration of courses in other departments.
In the ALMA system, some courses have a fictitious examination date (the last day of the lecture period), as either the examination dates have not yet been fixed or the courses are practical courses, proseminars, seminars etc. for which there is no examination. You can still register for the first exams.

Please only register for courses via the registration form that you cannot register for in ALMA!

If you fail an exam, you will **not** be automatically registered for subsequent post-exams.

Registration modalities

Examinations for the courses offered by the Department of Computer Science are usually registered via the ALMA portal. This applies not only to lectures, but also to seminars, practical courses, etc. (i.e. ALL courses).

Exceptions:

- There are courses for which registration in ALMA is not possible. (This is the case, for example for Master's courses that are to be recognised for the Bachelor's degree, and vice versa. Examinations for these courses can be registered in writing at the *relevant* examination office). There should be no problems for students of PO 2021.

You can find the registration form here (it is also available at the examination offices):

<https://uni-tuebingen.de/fakultaeten/mathematisch-naturwissenschaftliche-fakultaet/fachbereiche/informatik/studium/downloads/informationen-und-formulare/>

or English version:

<https://uni-tuebingen.de/en/faculties/faculty-of-science/departments/computer-science/studies/downloads/general-information-and-forms/>

Registration deadlines

Registration for examinations in ALMA is possible from the **1st Monday in June (summer semester)** or the **1st Monday in December (winter semester)**.

The registration period in ALMA usually ends one working day before the respective examination.

Withdrawal from examinations

Students can withdraw from registered examinations. The cancellation deadlines can be found in the relevant examination regulations. These can be found under:

<https://uni-tuebingen.de/en/fakultaeten/mathematisch-naturwissenschaftliche-fakultaet/fachbereiche/informatik/studium/downloads/pruefungsordnungen/>

Cancellation is also possible via the ALMA portal until the end of the registration period. After that students can send their withdrawal by email to the examination offices and in parallel to the lecturers. The exact title of the course, the lecturer and the date of the exam must be stated. examination.

Please note: If you do NOT deregister from an examination in Alma or do NOT appear for an examination registered in Alma, the exam will be recorded as "failed (5.0)".

Prevention of participation in the examination for health reasons

If students are unable to take part in a registered examination for health reasons, they must submit a **medical certificate** to the Examination Office **within 3 working days of the examination date**.

Otherwise, the examination will be recorded as a no-show and graded as 5.0. This is particularly important for the parts of the orientation examination. Students whose main examination may also take part in the post-examination if the main examination is compulsory.

3.) Registration modalities for Cognitive Science

In principle:

There are 2 types of registration:

- registration for courses before / at the beginning of the lecture period (if you wish to attend a course).
- registration for examinations

Registration for courses

As a rule, you register for courses via the ALMA electronic course catalogue (Exception: courses organised by the Department of Computer Science and the Department of General Linguistics/Computer Linguistics).

If it is not possible to register for a course via ALMA, you will usually find information on where / how you can register in ALMA (in the detailed view of the course in question).

Registration for examinations

All courses for which examination registration is possible via ALMA are registered here. For all other examinations, please register directly with your lecturer or according to their registration procedure.

Registration deadlines for examinations

Registration for examinations in ALMA is possible from the **1st Monday in June (summer semester)** or the **1st Monday in December (winter semester)**. The registration period in ALMA usually ends one working day before the respective examination (please note that there may be different registration deadlines for courses that we import from other degree programmes). For courses for which examination registration via ALMA is not possible, please contact the respective lecturer.

Withdrawal from examinations / inability to attend for health reasons

Students can withdraw from registered examinations. The cancellation deadlines are set out in the corresponding examination regulations (general section). You can find these under:

<https://uni-tuebingen.de/fakultaeten/mathematisch-naturwissenschaftliche-fakultaet/fachbereiche/informatik/studium/downloads/pruefungsordnungen/>

Please note this carefully: If you are unable to attend an examination that you have already registered for for health reasons, you must inform your respective lecturer immediately (by e-mail and submit a **medical certificate** to the examination office within 3 working days from the examination date. Otherwise the examination will be not classed as not attended and graded with a 5.0.

You will receive further information on which courses can be registered for examinations via ALMA and how to proceed if you withdraw from an examination or are unable to attend for health reasons, **in a separate information letter by e-mail. Please also read the information letter carefully.**

4.) Course-specific rules for participation in post-exams

Admission to a possible post-exam in courses offered by the Department of Computer Science is regulated in a course-specific manner, will be announced at the beginning of the semester in the course and should follow one of the following models:

a) Two exams with free choice of date

There is a main exam and a post-exam. Students can decide in favour of one date. Students who do not pass the main exam have a second attempt at the post-exam (registration required!).

b) Two exams with compulsory main exam

There is a main and a post-exam. Students must take part in the main exam if they want to take part in the post-exam.

c) Possible re-examination with compulsory main examination

There is a main examination (written, oral, presentation) and it is at the discretion of the lecturer as to whether there is a re-examination, which may also depend on the outcome of the main examination.

Only those who took the main exam can take part in the post-exam.

d) Possible re-examination with free choice of date

There is a main examination (written, oral, presentation) and it is at the discretion of the lecturer whether there will be a re-examination, which may also depend on the outcome of the main examination. Students can take part in the post-exam even if they did not take part in the main examination, but they bear the risk that there is no post-exam.

5.) Information on deadlines for the completion of modules by the end of the third semester (formerly: orientation examination), PO 2021 (valid for students starting from WS 2021/22 and transfer students) and for the Cognitive Science PO 2022 (valid for first-year students from WS 2022/23 and transfer students)

Similar to the orientation examination in the PO 2015 (PO 2017 for Cognitive Science), certain module achievements must be completed by the end of the third semester. In contrast to the PO 2015 (PO 2017 for Cognitive Science), you have **three attempts** to complete these module achievements. **Each written exam (first or post- exam) counts as one attempt.**

The following modules must be completed by the end of the third semester:

Bioinformatics, Computer Science, Media Informatics

- "Practical Computer Science 1: Declarative Programming" ("Computer Science I") or Practical Computer Science 2: Imperative and Object-Oriented Programming" ("Computer Science II")
- "Mathematics for Computer Science 1: Analysis" ("Mathematics I") or "Mathematics for Computer Science 2: Linear Algebra" ("Mathematics II")

Medical Informatics

- "Practical Computer Science 1: Declarative Programming" ("Computer Science I") or Practical Computer Science 2: Imperative and Object-Oriented Programming ("Computer Science II")
- "Medical Terminology"
- "Human Biology I"

Cognitive Science

- "Practical Computer Science 1: Declarative Programming" ("Computer Science I")
- "Conceptual and neurobiological foundations of cognitive science"

Please note that the above modules or courses within modules are only offered once a year.

6.) Information on important changes and transitional regulations can be found here:

- for the **Computer Science, Media Informatics, Bioinformatics** and **Medical Informatics** degree programmes:

<https://uni-tuebingen.de/fakultaeten/mathematisch-naturwissenschaftliche-fakultaet/fachbereiche/informatik/studium/downloads/informationen-und-formulare/>

- for the **Cognitive Science** degree programme:

<https://uni-tuebingen.de/fakultaeten/mathematisch-naturwissenschaftliche-fakultaet/fachbereiche/informatik/studium/studiengaenge/kognitionswissenschaft/pos/mhbsdownloadsinfos/>

Please also read this information carefully.

Signed the chairpersons of the examination board of all degree programmes mentioned under 1.)