Welcome to the University of Tübingen

Information for New Students
Winter Semester 2017-18 and Summer Semester 2018

Welcome to the University of Tübingen
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* Compiling this brochure we have made every effort to ensure gender-neutral language; we apologize for any instances in which we did not succeed.
WELCOME!

DEAR NEWLY-ENROLLED STUDENTS,

I welcome you to the University of Tübingen. We are delighted to welcome you here as students at our university. For many of you, a new phase of your life is about to begin. Studies, organization, the structure of the university – all this is different in many ways from what you have known in school, vocational training, or your working life. Living in the university town of Tübingen is also a step towards a new life for some of you. Finding your own, successful way in the world takes strength, persistence, sometimes courage, and above all, a large dose of composure. In all of this, I wish you all the very best!

To help you get started with your new student life, the University of Tübingen offers a number of advice and orientation services. Some of these are specially designed to meet the needs of our international students.

You can find the most important information for your start at the university in this brochure: It will offer you help in navigating your first steps at university, outline enrollment and administrative procedures, list important advice and counseling services, and will also provide an overview of the many sporting, cultural, and artistic activities the university has to offer – all of which are available to you as a student. Last but not least, we have put together some tips for financing your studies, finding a place to live, and getting around in Tübingen. We also provide many links to additional information online.

I very much hope that our Eberhard Karls Universität will become “your university,” and that you will still feel a part of it as an alumni* long after your studies have finished. Above all, I hope that you will begin your studies in Tübingen with success, enthusiasm, and curiosity. We will do everything we can to support you!

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 start date for your studies is determined by the start of the lecture period, which varies from semester to semester. Once you have enrolled you will not receive any further invitation to start your studies.

ORIENTATION WEEKS

From 9 October to 20 October the University of Tübingen holds orientation weeks for all new students from across Germany and around the world. You can find an overview of the orientation events in our brochure “Orientierungswochen / Orientation Weeks Wintersemester 2017-18.” This brochure will also be sent to you. Although these events are not compulsory, we strongly advise you to take part. Please also check for any changes of times or dates of orientation events on the university web page “Studienanfang” at:

www.uni-tuebingen.de/en/study/getting-started

NEW STUDENTS’ ACADEMY FOR SUSTAINABLE DEVELOPMENT

How can we enable transformation processes towards a future-oriented economy, to ensure the preservation of biological diversity, and the possibility of a healthy life for everyone? These are some of the questions and topics addressed at the Academy for Sustainable Development, the “Week of Links,” held for new students from 3 – 7 October 2017. It provides a forum for discussion of local and global economic, environmental, and social challenges and the chance to develop creative approaches.

Take this unique opportunity to make contacts, find out about initiatives and projects, and to explore Tübingen. Registration is expected to be from 15 August – 27 September 2017.

Further details and information on how to register at:

www.weekoflinks.org

IMPORTANT:

If you want to continue your studies at the University of Tübingen in the same subject after your first semester, you must re-enroll for each new subject-specific semester by the re-enrollment deadline.

Your re-enrollment is only completed if all required payments have been made before the final deadline for re-enrollment. Further information on page 10.

Re-enrollment: for WiSe: 01.06. to 15.08.
for SuSe: 15.01. to 15.02.

Further information may be found here:

www.uni-tuebingen.de/en/study
WELCOME EVENT FOR NEW STUDENTS – DIES UNIVERSITATIS

The members of the President’s Office traditionally welcome the new students prior to the official start of semester at an event known as the Dies Universitatis; this takes place at the Lecture Center (Hörsaalzentrum) at the Morgenstelle campus at Auf der Morgenstelle 16, lecture hall N 6. After the formalities, student clubs and societies are on hand in the Lecture Center foyer for the “Markt der Möglichkeiten” (market of opportunities) – to present their organizations and activities.

The Dies Universitatis for all new students in winter semester 2017-18 takes place on 19 October 2017.

Program:
Welcome address to new students: 05.15 pm, Morgenstelle Lecture Center, Auf der Morgenstelle 16, lecture hall N 6

Markt der Möglichkeiten: 06.00 pm, Morgenstelle Lecture Center, Auf der Morgenstelle 16

On 15 October 2017 a start of semester service will be held in the Stiftskirche (Collegiate Church) at 06.00 pm.

During the orientation weeks there will be an additional welcoming ceremony for international students held within the framework of a several-day orientation course. Further details in the “Orientierungswochen / Orientation Weeks” brochure.

SEMESTER DATES (OVERVIEW)

WINTER SEMESTER 2017-18
Lecture period starts: Monday, 16 October 2017
Lecture period ends: Saturday, 10 February 2018
Lecture-free days: Tuesday, 31 October 2017 (500th Anniversary of the Reformation)
Wednesday, 01 November 2017 (All Saints’ Day)
Saturday, 23 December 2017 – Sunday, 07 January 2018 (Christmas break)

SUMMER SEMESTER 2018
Lecture period starts: Monday, 16 April 2018
Lecture period ends: Saturday, 28 July 2018
Lecture-free days: Tuesday, 01 May 2018 (Labor Day)
Thursday, 10 May 2018 (Ascension Day)
Monday, 21 May 2018 to Sunday, 27 May 2018 (Whitsun break)
Thursday, 31 May 2018 (Corpus Christi)
CHECK-IN FOR THE START OF STUDIES

What happens after enrollment? We aim to make it easy for you to organize your studies – this checklist gives you some key starting points.

**PREPARATORY COURSES / PROPAEDEUTICS:**
Some study programs offer preparatory courses or propae-deutics, which commence prior to the official start of semester. In the sciences they serve to refresh mathematics skills for instance, and in the humanities they may review knowledge of a foreign language. Ask the people at your subject if such preparatory courses are offered, and if so, whether they are compulsory.

**ORIENTATION EVENTS:**
Most of the subjects / degree programs kick off with orientation events for new students at which they provide an initial overview of the contents of the program and organizational details. We urge you to attend these orientation events – even if they are not compulsory! Details and an overview of events at:

www.uni-tuebingen.de/en/study/getting-started

and in the brochure “Orientierungswochen / Orientation Weeks”, which we send out to you.

Important introductory and orientation events are also announced by the subjects / degree programs in the CAMPUS portal. You can find more under “Einführungsveranstaltungen zum Studienbeginn”:

 campus.verwaltung.uni-tuebingen.de

**UNIVERSITY LIBRARY AND IT CENTER:**
Get information about introductory events at the University Library and IT Center. It is well worthwhile attending these events; the IT Center (ZDV) offers orientation events on use of the CAMPUS portal (see p. 9); first steps in using CAMPUS are described on page 8.

**EMAIL ACCOUNT:** The university’s IT Center (ZDV) provides email accounts for all students; important information from the university is sent to this account (including information regarding your studies and exams). For access to the university data network you need a login ID and a password. To send and receive emails, you need a university email address. You will find all this information on the ZDV data sheet, which you received from student administration along with your enrollment documentation. For computers in student housing you will also need an IP address. The issue of these is administered by the management of the various student housing authorities. Please ask the management of your student housing.

**STUDENT ID CARD, ACADEMIC RECORDS AND ACCESS DATA FOR THE CAMPUS PORTAL:**
These documents will also be sent to you by post; if this is not the case, please contact student administration without delay. Further information on this may be found on page 9.
You can print out CERTIFICATES OF ENROLLMENT via the CAMPUS portal (see p. 8).

EXAM AND STUDY REGULATIONS: Read your study and exam regulations and the module handbooks of your subject / degree programm (available from the examinations office of your faculty, or on the internet):
- www.uni-tuebingen.de/en/study/getting-started
- www.uni-tuebingen.de/en/344

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

TIMETABLE: Put together your own individual timetable for your first semester. Information on how to create a timetable will be given to you at your introductory and orientation events before the start of the first-semester lecture period. You can discuss your timetable with subject counselors at your faculty. Further information and links to module handbooks, curricula, and in some cases timetable templates, may be found at the following web page:
- www.uni-tuebingen.de/en/study/getting-started

START OF LECTURES FOR FIRST SEMESTER STUDENTS: For first semester students, lectures begin after the introductory events in the subjects, as set out in the “Orientierungswochen / Orientation Weeks” brochure.

GERMAN AS A SECOND LANGUAGE (DaF): International students should consider to register without delay for German language courses; further information on page 22.

LANGUAGE LEARNING CENTER AND CAREER SERVICE: Register in good time for courses at the Language Learning Center and Career Service. Find information on these two institutions on pages 35 – 38.

STUDENT FINANCES: Make sure that you have secure finances – German students may apply for the BAföG allowance. More information on student finances on pages 42 – 44.

STUDENT HOUSING: You can apply to student services (Studierendenwerk) Tübingen-Hohenheim for a place in student housing to secure your place on the waiting list; you can apply before you start studying. Further information on pages 45 and 46.

PUBLIC TRANSPORT SEMESTER TICKET: With your “Bescheinigung für das Semesterticket,” which you receive with your data sheet (Leporello) and your certificate of enrollment before the start of semester, you can purchase your discounted public transport pass for the semester – for instance at Tübingen station or at the tourist information office at the Neckar Bridge. With it, you can use public transport in Tübingen for the whole semester.
LIBRARY USER ID: The student ID card (chip card) is also your user ID for the University Library. It enables you to use the library services, including the internet.

CANTEEN CARD: Your student ID card can also be used in the student cafeterias to pay for food. Please ensure that you have transferred enough money onto your card. In some student housing, the card may also be used to pay for use of the washing machine.

RESIDENCY REGISTRATION: Register your primary residence in Tübingen. Take your passport and university documentation, and a rent contract or other evidence of a Tübingen area address. Holders of German identification documents must come in person to the registration office to do that. Different rules may apply for citizens of other countries. Bürgeramt, Schmiedtorstraße 4, 72070 Tübingen.

APPLY FOR EXEMPTION FROM TELEVISION LICENSE FEE: Applications for exemption from television license fees must be lodged with the ARD ZDF Deutschlandradio Beitragsservice. Information is available by phoning 018069955510 or go to www.rundfunkbeitrag.de. Documents required for the application can be notarized at the Bürgeramt, Schmiedtorstraße 4; this costs 2 euros per page.

ASK QUESTIONS: of fellow students, lecturers, information and advice services, and at the Uni-Info-Point in the Mensa Foyer at Wilhelmstrasse 13. There, students help students with all kinds of issues in student life.

LATE ADMISSIONS: If you are admitted late you may not be able to take part in the introductory events at the start of semester. If you have questions regarding the structure or planning of your studies, please contact the subject counselor at your faculty. If you need help with getting organized (e.g. using the CAMPUS portal, registering for classes) the faculty student council can also help. If you are not able to find a contact person in your subjects, or if you still have questions, you can contact the Student Counseling Service (ZSB) (see p. 14).

VERY IMPORTANT: Relax. A lot of this sounds complicated – but it isn’t. 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 have to leave the program or the university if you aren’t finished after six semesters.

Feedback: Would you like to give the university some feedback on your experiences with studying here? Then take part in the surveys provided by the Center for Evaluation and Quality Management!
You put together your own timetable. In the first few semesters it is usually clear which courses and modules you have to take. In order to be familiar with these conditions and to choose the right classes, you need the exam regulations and the module handbook of your subject or subjects. The exam regulations set out the general program of study as well as giving details on what you have to do for exams and other assessment. It also tells you which areas of study are compulsory. The module handbook describes the individual modules and their elements – detailing their contents and how they are organized. In many subjects there are model curricula which you can use to get an overview of what you will have to do to get your degree.

The most useful aid you have for putting together your timetable is the CAMPUS portal, which contains lists and details of all classes at all faculties and other institutions at the University. Once you have registered with your user identification and password, you can register within the online course catalogue for classes or enter them into your personal timetable. The time periods in which you can do this are decided by the individual faculties or institutes. But not every course requires you to register. Whether you need to register and how is listed in CAMPUS along with the other details of the class. The department, institute, or lecturer of the class can also provide this information.

You can also use CAMPUS and your individual timetable to check whether you are only registered (AN = you want to take the class), whether you have been admitted (ZU), or whether you have merely tagged the class (V).

The processes described here are explained in detail in the orientation event “Neu an der Uni – wie geht’s nun weiter?” (this is about the content) and the CAMPUS introductory lecture (which is about the technical aspects). Subject-specific questions can be answered in each subject’s introductory sessions and by the faculty advisors.

Information (e.g. exam regulations and module handbooks) for new students at:

www.uni-tuebingen.de/en/study/getting-started

classs at all faculties for winter semester 2017-18 are listed in CAMPUS:

campus.verwaltung.uni-tuebingen.de

Get help with some of the academic terminology in the glossary starting on page 61 ff.
The organization of studies in Tübingen has been done electronically for a number of years. The CAMPUS portal will help you with all important activities regarding your studies – from assembling a timetable to registering for exams. To use CAMPUS you need your user identification – the login ID for your student email account – and your password, as well as transaction numbers (iTANs) for selected functions. This data is sent to you automatically by post by student administration after you enroll. If you lose or forget your password or your iTAN list, you can apply for a new password upon presentation of your student ID card at student administration.

CAMPUS offers the following functions:
- Online course and event catalogue
- Personal timetable and registration for classes
- Registration for and withdrawal from exams
- Performance overview: Overview of your assessment to date
- Printout function for transcript of records
- Printout function for certificates (classes taken, BAföG and enrollment certificates)
- Change of address (postal address and telephone number)

Answers to frequently asked questions about the CAMPUS portal:

The CAMPUS portal is at:

academic.campus.verwaltung.uni-tuebingen.de

alma

The CAMPUS portal is currently being overhauled; its successor will be called “alma,” to be phased in by 2020. Starting in summer semester 2017, the first step is being taken with the exam administration for the Bachelor of Education programs managed in “alma.”

If you would like to know more:

www.uni-tuebingen.de/de/56962
YOUR STUDENT EMAIL ADDRESS AND STUDENT ID CARD

The access data is sent to you automatically by post by student administration after you enroll.

- Please make sure you check your student email account regularly; this is in your own best interest.
- After each re-enrollment you must get your student ID card extended for the new semester. You can do this at dedicated card terminals (for locations see glossary p. 61).
- If you lose the access data to your student email account or to the CAMPUS portal, or your iTAN list, you can get new access data free of charge upon presentation of your valid student ID card at student administration.
- If your card is lost or stolen, please contact student administration without delay (Contact see p. 11), so that your card can be blocked to prevent it from being misused. If you have technical problems or other questions, please also contact student administration.
- To get any money on your card paid out in cash, go to student services' Info-Point (Contact see p. 45).

Introductory lectures for CAMPUS take place at the following times:
10 October 2017  10.00 am – 12.00 and 12.00 – 02.00 pm
11 October 2017  10.00 am – 12.00 and 12.00 – 02.00 pm
12 October 2017  10.00 am – 12.00 noon
Each of these sessions deals with the same material, so please attend just one. We will inform you about venues in good time at:
campus.verwaltung.uni-tuebingen.de
FEES

SEMESTER FEES
Generally, every student must pay the following fees each semester:

<table>
<thead>
<tr>
<th>Service</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student Services</td>
<td>77.80 euros</td>
</tr>
<tr>
<td>(Studierendenwerk Tübingen-Hohenheim) fee</td>
<td>from summer semester 2018: 78.80 euros</td>
</tr>
<tr>
<td>Administration fee</td>
<td>70.00 euros</td>
</tr>
<tr>
<td>Student union fee</td>
<td>5.00 euros</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>152.80 euros</strong></td>
</tr>
<tr>
<td>(from summer semester 2018: 153.80 euros)</td>
<td></td>
</tr>
</tbody>
</table>

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

PAYMENT OF FEES
Fees are payable upon enrollment at the University of Tübingen. After enrolling, you will receive a payment-due notice from student administration, asking you to transfer the amount due.

IMPORTANT! You will not get further payment-due notices. In order to re-enroll for the following semesters you must ensure that you transfer the semesterly fees within the re-enrollment period (15 January – 15 February each year for the following summer semester and 1 June – 15 August each year for the following winter semester). Otherwise your enrollment will be terminated.

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

Under “Verwendungszweck” (reference) enter your seven-digit student ID number ONLY.

There are certain limited circumstances under which you may not have to pay the administration fee. Information on exemption from the administration fee, application forms, and further details to determine your individual case at:

www.uni-tuebingen.de/de/32737

TUITION FEES FOR NON-EU INTERNATIONAL STUDENTS AND FOR SECOND DEGREES
From winter semester 2017-18, the University of Tübingen will charge tuition fees from some international students. For all students, a second degree will also incur tuition fees. Further information:

www.uni-tuebingen.de/en/31479

CONTACT
Division II – Academic Affairs
Section 1 – Student Administration
Wilhelmsstrasse 11, 72074 Tübingen

+49 7071 29-74444
studentensekretariat@verwaltung.uni-tuebingen.de

Office hours:
Monday 01.00 pm – 03.00 pm
Tuesday – Friday 08.30 am – 11.30 am

Please note any changes at:
www.uni-tuebingen.de/en/596
STUDENT ADMINISTRATION

The University of Tübingen Student Administration is there to help you in the following matters:

RE-ENROLLMENT
In order to continue your studies, you must re-enroll at the end of each semester – within the re-enrollment period – for the next semester and pay the relevant fees. You can re-enroll by transferring the amount due within the period 15 January to 15 February each year for the following summer semester and 1 June to 15 August each year for the following winter semester. See previous page!

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

LEAVE OF ABSENCE
If you cannot conduct your studies due to an internship, illness, or because you have to care for a family member, you may apply for leave of absence. Applications for leave of absence must be made during the re-enrollment period for the following semester.

TERMINATION OF ENROLLMENT
If you have completed your studies or plan to continue them at another university, you may apply at any time to terminate your enrollment. 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 that we can block your card to prevent misuse. Please also contact us if you have technical problems or other questions.

CERTIFICATES
After you have enrolled or re-enrolled, you will automatically receive your personal data sheet to keep with your academic records and your certificate of enrollment. Additional certificates of enrollment, e.g. documenting previous semesters for pension schemes or social insurance, may be obtained from Student Administration or you can print them yourself via the CAMPUS portal.

CONTACT
Division II – Academic Affairs
Section 1 – Student Administration
Wilhelmstrasse 11, 72074 Tübingen
+49 7071 29-74444
studentensekretariat@verwaltung.uni-tuebingen.de

Office hours:
Monday  01.00 pm – 03.00 pm
Tuesday – Friday  08.30 am – 11.30 am

Please note any changes at:

www.uni-tuebingen.de/en/596
DEANS’ OFFICES AND EXAMINATIONS OFFICES

While central matters regarding your status such as enrollment or leave of absence are settled by Student Administration, within the faculties the Deans’ Offices are responsible for all matters regarding your degree program or the specific study and exam regulations. The central organization and administration of a faculty is carried out by the Dean’s Office. The Dean heads the faculty for a six-year term. The Dean’s deputy is the Vice-Dean. Things the Dean is responsible for include implementation of decisions by the faculty’s decision-making committees, structural development of the faculty, and orderly study and assessment processes. If you as a student have a complaint in these areas, you are advised to take it to the Vice-Dean for Academic Affairs (Studiendekan), who is the designated official for academic teaching. At some faculties the examinations office is an integrated part of the Dean’s Office; other faculties have separate examinations offices. The most important tasks for examinations offices are:

ANSWERING QUESTIONS ABOUT ASSESSMENT
Your first port of call if you have questions about the exam regulations or the module handbook is the examinations office (Prüfungsamt) or your subject counselor (Studienfachberater).

EXAM REGISTRATION AND DEREGISTRATION
For many of the Bachelor’s and Master’s programs and the new teaching degree programs which are organized in modules you must register for exams via the CAMPUS portal. Questions, problems, deadlines – the examinations offices are there to help. Registration and admission to Staatsexamen assessment for students of Medicine is via the Landesprüfungsamt Stuttgart; to the module-specific university exams via the Faculty of Medicine’s Academic Affairs Office (Studiendekanat), where you can get answers to your assessment-related questions.

CERTIFICATES
If you need official (notarized) documentation of your studies (transcript of records) for e.g. studying abroad, to get BAFöG, or to apply for an internship, go to the examinations office or academic affairs office responsible for your subject.

EXTENSION OF DEADLINES
If you cannot complete assessment within the set deadline – e.g. if you are sick – you must apply for an extension of the deadline at your examinations office; for example, this is the case for your orientation examination.

GRADUATION CERTIFICATE AND DEGREE CERTIFICATE
Once you have successfully completed your studies the examinations office will issue the graduation certificate of your academic performance, also in English translation if you apply for it. Teaching-degree students not enrolled in the new Bachelor of Education program receive their certificate from the Landeslehrerprüfungsamt, students of Medicine from the Landesprüfungsamt Stuttgart.

YOUR CONTACT FOR ALL ASSESSMENT QUESTIONS
Faculty of Protestant Theology
Protestant Theology Dean’s Office (and examinations office)
Liebermeisterstrasse 12, 72076 Tübingen
+49 7071 29-72538
ev.theologie@uni-tuebingen.de

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

Faculty of Catholic Theology (and examinations office)
Liebermeisterstrasse 18, 72076 Tübingen
+49 7071 29-76414
+49 7071 29-72861
u02-info@uni-tuebingen.de
www.uni-tuebingen.de/en/9898
Faculty of Law
Examinations Office
Geschwister-Scholl-Platz,
Neue Aula, Room 140 (1st floor), 72074 Tübingen

+49 7071 29-76775 (during office hours)
pruefungsamt@jura.uni-tuebingen.de
www.jura.uni-tuebingen.de/pruefungsamt

Faculty of Medicine
Examinations Office for the degree program in Medicine
Academic Affairs Office
Geissweg 5/1 (building 303, room 12), 72076 Tübingen
+49 7071 29-77946
karin.schatton@med.uni-tuebingen.de

Examinations Office for Dental Medicine
Osianderstrasse 8 (room 2.221), 72076 Tübingen
+49 7071 29-80955 (pre-clinic)
carmen.klotz@med.uni-tuebingen.de
+49 7071 29-72074 (Staatsexamen)
sibylle.fischer@med.uni-tuebingen.de

The following examinations offices can be found at the postal address: Geissweg 5/1 (building 303, room 107), 72076 Tübingen

Examinations Office B. Sc. Medical Technologies
+49 7071 29-77932
sandra.bastian@med.uni-tuebingen.de

Examinations Office M. Sc. Biomedical Technologies and Medical Radiation Sciences
+49 7071 29-77542
ulricke.king@med.uni-tuebingen.de

Examinations Office Molecular Medicine
+49 7071 29-77932
sandra.schmid@med.uni-tuebingen.de
konstanze.muschko@med.uni-tuebingen.de

Faculty of Humanities
Examinations Office, Keplerstrasse 2, 72074 Tübingen
+49 7071 29-74356
pa@philosophie.uni-tuebingen.de
www.uni-tuebingen.de/en/1144

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

Faculty of Science
Examinations Office for the various degree programs at the Faculty of Science are divided between a number of different locations. The respective contacts are listed here:

+49 7071 29-74239
pa@mnf.uni-tuebingen.de
www.uni-tuebingen.de/en/21922
Before, during, and after your studies you will find a number of places at the University of Tübingen where you can get advice no matter what stage you are at:

CENTRAL STUDENT COUNSELING SERVICE OF DIVISION ACADEMIC AFFAIRS

The Student Counseling Service (ZSB) is available to you at any stage of your studies. It provides help with the transition between school and university, and with planning and organizing your studies – for instance, reinforcing your individual academic success by offering advice on:

- Individual time management
- Practicing study and work techniques to help you deal with exams, semester papers, and presentations.
- Help with facing exams (preparation for both written and oral examinations).
- Advice on changing subjects and in developing fresh perspectives.
- Help with appropriately gauging your own capabilities and the demands of your studies.
- Solutions for communication problems in your studies.

All counseling is strictly confidential.

WELL ADVISED AT EVERY STAGE OF YOUR STUDIES

CONTACT

Division II – Academic Affairs
Section 5 – Student Counseling Service (ZSB)
Wilhelmstrasse 11, 2nd floor, 72074 Tübingen
+49 7071 29-72555
zsb@uni-tuebingen.de
www.uni-tuebingen.de/zsb

Counseling without an appointment
Monday and Thursday 02.30 pm – 04.30 pm
Tuesday and Friday 09.00 am – 11.30 am

Counseling sessions also by appointment
Information via telephone
Monday to Thursday 02.00 pm – 04.00 pm

Student Counseling Service at Morgenstelle Campus
Lecture Center, room 8 E10
Counselor: Katja Grathwohl
+49 7071 29-77719
info.morgenstelle@beratung.uni-tuebingen.de
www.uni-tuebingen.de/zsb

Counseling without an appointment
Tuesday 09.30 am – 11.30 am

Counseling sessions also by appointment

Infotheke (counseling by students for students)
Morgenstelle Lecture Center, room 8 E10
Monday, Tuesday, Wednesday and Thursday 02.00 pm – 04.00 pm
Friday 09.30 am – 11.30 am
TEACHING-DEGREE STUDENTS
Teaching-degree students can get advice from the Tübingen School of Education (TüSE) – there is a Student Counseling Service office at TüSE; details on p. 39 of this brochure.

SUBJECT-SPECIFIC COUNSELORS
Your contacts for questions regarding your degree program’s content and organization are the subject-specific counselors in the faculties. The subject-specific counselors can also issue proof that you have attended the counseling as well as certificates of recognition of coursework and assessment completed elsewhere. They can help you in their counseling hours or by phone or email. A list of subject-specific counselors is available at:

www.uni-tuebingen.de/de/92

CAREER SERVICE
The Career Service is there to help with questions regarding the transition from studies to a profession and obtaining qualifications in professional skills. You can find a number of formats here which can help smooth your path to your desired profession. Courses in the Studium Professionale teach skills which are useful in any profession, as well as helping you orient yourself throughout your studies and in your later professional life. The courses in professional orientation give you first insights into potential careers. The teachers in advice, coaching, and business contacts can tailor their lessons to meet your individual goals. You can choose between one-to-one counseling or coaching, or a wide variety of group workshops on matters such as putting together a job application, professional orientation, developing your profile, doing a doctorate, and how to maintain a professional approach in a job interview. Webinars focusing on various issues round off the spectrum and help you make contact with potential employers.

Division II – Academic Affairs
Section 6 – Career Service
Wilhelmstrasse 9, 72074 Tübingen

+49 7071 29-77138
www.career-service.uni-tuebingen.de

ADVICE FOR INTERNATIONAL STUDENTS
International students including doctoral candidates can get helpful advice while studying in Tübingen from the International Office.

Questions, problems, and conflicts of many kinds may be discussed here in confidence and a collaborative solution will be sought. We can also help you with your study options, the conditions for admittance, legal matters involving foreign nationals, and any special study plans you have, as well as with shorter periods of study in Tübingen.

CONTACT
Division III – International Affairs – Study and Exchange Programs
Section 2 – Advising and Admission of International Students
Nauklerstrasse 2, 72074 Tübingen

Counseling and admission of international students seeking a degree:

Walk-in office hours
Monday 01.00 pm – 03.30 pm
Tuesday, Thursday and Friday 08.30 am – 11.30 am

+49 7071 29-77735
www.uni-tuebingen.de/en/8935

International students in Tübingen on an ERASMUS or other exchange programs:

+49 7071 29-77734
www.uni-tuebingen.de/en/8935

www.uni-tuebingen.de/en/8935
COUNSELING ON STUDIES OUTSIDE GERMANY

Tübingen students seeking to complete part of their studies on an exchange program can get advice here:

Division III – International Affairs – Study and Exchange Programs
Section 1 – Exchange Programs
Wilhelmstrasse 9, 72074 Tübingen
+49 7071 29-76448
www.uni-tuebingen.de/en/890

ADVICE FOR DISABLED AND CHRONICALLY ILL STUDENTS

Disabled and/or chronically ill students can get answers to their questions relating to their condition, including personal counseling and advice, from the Student Counseling Service (ZSB).

The ZSB assists in study planning matters, enrollment procedures, with decisionmaking and in finding ways to deal with difficulties which may arise during your studies. Assessment, deadlines, or particular working conditions during your studies may in some circumstances be adapted to the student’s needs so as to make successful completion of studies possible.

Your contact person at ZSB is Katrin Motta. Contact her in person, by phone or email.

Division II – Academic Affairs
Section 5 – Student Counseling Service (ZSB)
Advice for disabled and/or chronically ill students
Wilhelmstrasse 11, 2nd floor, room 209, 72074 Tübingen
Counselor: Katrin Motta (Dipl.-Psych.)
Katrin.Motta@uni-tuebingen.de
+49 7071 2975401
www.uni-tuebingen.de/en/89

Counseling without an appointment
Tuesday 01.00 pm – 03.00 pm
Thursday 10.00 am – 12.00 noon

You can also make an appointment for a session outside these consulting hours. Please note that these times can change; check for current times at:
www.uni-tuebingen.de/zsb

On disabled access: Students who need disabled access – please call ahead before you visit the Counseling Service. Counseling sessions will be held at the office at Wilhelmstr. 30 (Clubhaus) instead. A relaxation room is also available there.
ADVICE ON ACADEMIC WRITING
You want to know how to define your topic, need tips on structure or how to find the right words? You want neutral feedback or have lost the thread? With these and other questions surrounding academic writing, come to the Writing Center. In a personal advice session we will work with you to find answers to your specific questions and to develop individual solutions.

Division II – Academic Affairs
Writing Center
Nauklerstrasse 2, 72074 Tübingen
+49 7071 29-76829
+49 7071 29-76830
schreibzentrum@uni-tuebingen.de
www.uni-tuebingen.de/de/27440

Subject-specific help and support with academic writing is also offered at some faculties. You can find an overview of the relevant contact people and the help on offer at:
www.uni-tuebingen.de/de/28683

FACULTY STUDENT COUNCILS
Do you have questions about your studies which you would like to discuss with other students who have been here longer than you? Then you can contact the faculty student council, the student representation at the faculty level. The Faculty student councils also offer orientation events for new students and are open to questions; they are also happy to find students willing to join in and help represent student interests.

www.uni-tuebingen.de/en/108

NIGHTLINE TÜBINGEN
Nightline is a service provided by students for students who need a sympathetic ear for their problems. It is anonymous, confidential, and non-judgemental. Nightline’s volunteer workers are available to listen to students’ problems and concerns Mondays and Wednesdays from 9.00 pm – 01.00 am.
Details at:
www.nightline-tuebingen.de
FURTHER COUNSELING SERVICES

PSYCHOLOGICAL AND LEGAL COUNSELING
Even if your studies falter for some emotional or psychological reason, our counselors are ready to help you. The following institutions provide free psychotherapy support. All our trained counselors are obliged to maintain confidentiality.

Psychotherapy counseling service by Studierendenwerk Tübingen-Hohenheim
+49 7071 253960
en.my-stuwe.de/advice/psychotherapeutic-counselling/

Church-run psychological counseling
Brückenstrasse 6, 72074 Tübingen
+49 7071 92990
beratungsstelle@evk.tuebingen.org
www.pbs-brueckenstrasse.de

Legal counseling service by Studierendenwerk Tübingen-Hohenheim
+49 7071 9466725
(Call to make an appointment for personal legal counseling)
en.my-stuwe.de/advice/legal-advice/

STUDYING WHEN YOU HAVE A CHILD
Managing your studies while also raising a child is a particular challenge. The university and a number of university-affiliated institutions aim to support students with children. The following offices are there to help students meet the demands both of their studies and of family life. Services include options for child care and various ways of compensating for the challenges student parents face.

Family Office
Wilhelmstrasse 26, 72074 Tübingen
+49 7071 29-74958
familienbuero@uni-tuebingen.de
www.uni-tuebingen.de/en/39962

Legal counseling service by Studierendenwerk Tübingen-Hohenheim
+49 7071 9466724
soziale-dienste@sw-tuebingen-hohenheim.de
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/

FURTHER COUNSELING SERVICES
CATHOLIC UNIVERSITY COMMUNITY (KHG)
The KHG is for all students and academics of all faculties. It offers events and services which provide a balance in your everyday student life, supporting you as you develop your personality and aiming to inspire you to live the Christian faith. The KHG is run by students. You are welcome to join in.

Further information:

PROTESTANT STUDENT COMMUNITY
The Protestant Student Community (ESG) is a Christian community for young people studying, for university employees and for anyone who is interested in joining in what we do. We aim to bring life and studies, celebration and faith, spirituality and actions into harmony with one another, not asking about confessional or religious affiliation. The residence halls Schlatterhaus and Dietrich-Bonhoeffer-Haus provide spaces for living, celebrating, and studying.

Further information:
www.esg-tuebingen.de

Counseling by the Catholic University Community (KHG) and the Protestant Student Community (ESG)
Personal consultation, spiritual guidance, pastoral care, and advice:

Father Bernd Hillebrand, KHG (also confession):
@ hillebrand@khg-tuebingen.de

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

Pastor Michael Seibt, ESG:
@ seibt@esg-tuebingen.de

Pastor Christina Jeremias-Hofius, ESG:
@ christina.jeremias-hofius@elkw.de

Advice for international students
Office hours
KHG: Thursday 10.00 am – 12.00 noon Carl-Sonnenschein-Haus
ESG: Wednesday 10.00 am – 12.00 noon Schlatterhaus

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

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

ESG: Isolde Schäfer and Michael Seibt:
@ stadtmitte@esg-tuebingen.de
STUDYING INTERNATIONALLY

THE WORLD IN TÜBINGEN

International students like to come to Tübingen – and we welcome you! It is important to us that students from around the world feel at home here in Tübingen. That is why we have a number of special services for you.

International students seeking to complete a degree in Tübingen (including a doctoral degree) can get helpful advice from Division International Affairs – International Student Affairs and Student Exchanges.

+49 7071 29-77735
bzi@uni-tuebingen.de

Walk-in office hours
Monday 01.00 pm – 03.30 pm
Tuesday, Thursday and Friday 08.30 am – 11.30 am

If you have come to Tübingen on a bilateral exchange such as ERASMUS, your enrollment and study questions can be answered by the section for Advising and Admission of International Students.

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

Walk-in office hours
Monday 01.00 pm – 03.30 pm
Tuesday, Thursday and Friday 08.30 am – 11.30 am

CHECKLIST FOR INTERNATIONAL STUDENTS

- **Precise details** regarding your enrollment are set out in your letter of admission.
- **Registration** as a resident at the Bürgeramt, Schmiedtorstrasse 4. Don’t forget: You must take your passport, letter of admission, and a biometric (!) passport photo.
- **Bank account** must be opened and all fees must be paid (you need documentation of the payment).
- **Student health insurance** must be taken out in Germany if you do not have insurance valid in Germany. If your health insurance in your home country is valid in Germany you may be able to get an exemption from German health insurance.
- **Enrollment** must be completed at Student Administration (Studierendensekretariat), Wilhelmstrasse 11. You will need to take:
  - A printout of your electronic application for enrollment
  - Letter of admission
  - Documentation of health insurance
  - 1 passport photo

EU citizens may enroll by post

- **German courses.** If you want to – or have to – improve your German while you are studying in Tübingen, obtain information in good time about the courses available and the deadlines for registration, see also page 22.
ORIENTATION EVENTS FOR NEW INTERNATIONAL STUDENTS

During the orientation weeks from 9 – 20 October and in the weeks before that, there are a number of information and orientation events designed specially for newly-arrived international students.

The Division of International Affairs – Studies and and Exchange Programs helps ERASMUS and other exchange students with questions about student housing, getting a residence permit, and enrollment.

The “Studieren an der Universität Tübingen” advisory course helps with the organization and planning of your student life in Tübingen. Course contents include:

- Studying at the University of Tübingen (lectures, seminars, presentations, exams)
- A tour of the campus (library, cafeterias, institutes)
- Help with enrollment (health insurance, registration with city authorities, opening a bank account)
- Subject-specific counseling at the individual faculties, individual timetable advice
- City tour of Tübingen, life in Tübingen: Shopping, going out, sports, telephone services, eating out ...

Dates, locations and further information in the brochure "Orienterungswochen / Orientation Weeks Wintersemester 2017-18" and on the websites:

www.uni-tuebingen.de/en/study/getting-started
www.uni-tuebingen.de/en/international

STUDENTS HELPING STUDENTS

StudiT
StudiT stands for Student Initiative International Tübingen. StudiT aims to help international students get off to a good start in Tübingen and to promote contacts between international and German students. There are mentoring programs, events at the start of semester, activities and excursions during semester.

www.studit-tuebingen.de/en/

International Coffee Hour
During semester, the student group offers coffee, tea, cookies, and conversation in German every Friday from 02.00 pm – 04.00 pm. For international and German students.

Student Union (Studierendenrat)
Current information and dates for consultation with student representatives may be found on the boards in the Clubhaus, Wilhelmstr. 30, or at:

www.stura-tuebingen.de
GERMAN COURSES AND INTERCULTURAL PROGRAMS

The section for German as a Second Language and Intercultural Programs, part of the Division of International Affairs, offers many courses and programs to help make your stay in Tübingen a successful one, to improve your German and to help you get to know more about Germany and the Germans.

We run preparatory courses each March and September for international students. Alongside the language lessons, these courses assist you with social, cultural, and academic orientation at the university and in the city of Tübingen. During the semester we offer a comprehensive program of language courses and intercultural and Germany-specific seminars complementary to your studies. There are special courses and support in the area of “German for Studying.” Additionally there is individual writing coaching and a consultation hour for intercultural matters. For doctoral students, Master’s students, and guests of the university we have special courses taking place in the evening or in the morning. Every year in August we offer a four-week course in German language and culture.

If you require documentation of university-level language competence (Nachweis der sprachlichen Studierfähigkeit) you can do the necessary DSH exam with us (DSH = German language test for university entrance by non-German applicants). Every year we conduct two such DSH exams; prior to the exam, you can do a DSH preparatory course with us. Further information on our website.

... AND FOR GERMAN STUDENTS

German students can take part in courses and workshops on intercultural communication together with international students to develop their intercultural competence. You can get qualifications in the “DaF-Bausteine” in “Deutsch als Fremdsprache” and in our classes as a trainee and as a tutor you can gain practical teaching experience and obtain additional professional qualifications. In our courses you can obtain ECTS points in the area of professional skills. Further information on pages 37 and 38.

... FOR GERMAN AND INTERNATIONAL STUDENTS

Do you know “TANDEM”? The intercultural language tandem is for international students who want to improve their German conversation and their knowledge of Germany and the Germans; for German students who want to improve their knowledge of another language and practice it with native speakers.

The Tandem Program matches up German – international language partners:

www.uni-tuebingen.de/en/1088

CONTACT

Division III – International Affairs – Study and Exchange Programs
Section 3 – German as a Second Language and Intercultural Programs
Wilhelmstrasse 22, 72074 Tübingen

Office hours
Monday to Thursday 10.00 am – 12.30 and 02.00 pm – 04.00 pm

+49 7071 29-75409
info@daf.uni-tuebingen.de

www.uni-tuebingen.de/en/1056

The full program and information on how to register at:

www.uni-tuebingen.de/en/1056
A stay abroad during your studies is compulsory in some subjects and is highly recommended in all degree programs. International experience is increasingly required for qualified professions. The University of Tübingen offers ideal conditions for international mobility. You can choose from exchange programs with some 600 universities and colleges in 74 countries. Tuition fees are usually waived on these exchanges.

We can also advise you regarding scholarships. In the academic year 2016-17 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 seek the necessary information on the website of the university’s Division of International Affairs – International Student Affairs and Exchange Programs

INTERNATIONAL AT HOME

While in Tübingen you have many options to work and learn internationally, to make contacts abroad, to gather intercultural experience, and to prepare for an intercultural profession. Take part in the activities of the student initiative StudIT (cf. p. 21), join a language tandem program, or do training in the courses run by the section German as a second language and intercultural programs (cf. p. 22). Or take certified language courses and learn competence-oriented material tailored to your studies and region of interest.

CONTACT

Division III – International Affairs – Study and Exchange Programs
Section 1 – Exchange Programs
Wilhelmstrasse 9, 72074 Tübingen

+49 7071 29-72554
intrel@uni-tuebingen.de

Consultation hours:
Tuesday and Thursday  09.00 am – 12.00 noon

Office hours:
Monday, Tuesday, Thursday and Friday  09.00 am – 12.00 noon

www.uni-tuebingen.de/en/890

LANGUAGE TRAINING

At the Language Learning Center you can improve your general and specialized language skills at various levels, prepare for a new language and culture during studies or an internship abroad, get ready for a language-related profession, and obtain specific language certificates.

More information on the Language Learning Center on page 35 of this brochure.
THE UNIVERSITY AND ITS FACULTIES

FACULTIES

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 are not only the teaching staff, but also the non-academic staff. The University of Tübingen has seven faculties. We introduce them briefly on the following pages.

At the head of a faculty is the Dean, who is responsible for the development of the faculty as a whole. The Dean signs the degree certificates received by graduates.

The faculty is run by the faculty board. The Dean and the Vice-Deans, including a Vice-Dean for Academic Affairs are also members of the faculty board. The 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, the dissolution or alteration of faculty institutions, as well as approval of study and exam regulations at the faculty. 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.

CENTER OF ISLAMIC THEOLOGY

The Center of Islamic Theology is the only institution at the University of Tübingen which is not part of a faculty but at which full degree programs may be completed. Information about studies at the Center of Islamic Theology, the course catalogue, curriculum, and the module handbook available at:

CONTACT

Center of Islamic Theology
Rümelinstrasse 27
72070 Tübingen
The study of Protestant Theology offers a wide-ranging and in-depth understanding of Christian faith in its protestant form. In the basic subjects of Old and New Testament, History of the Church, Systematic Theology, and Practical Theology, we link historical, philosophical, empirical, and theological perspectives. There are also many links to other disciplines. The study of Protestant Theology is particularly designed for those planning to join the clergy or to become teachers of Religious Instruction; however, it also offers a range of other professional options. Language competence, historical and systematic thinking and knowledge, and an ability to make fine distinctions in life are key.

The Faculty of Protestant Theology at the University of Tübingen is one of Germany’s largest and most respected. It offers a range of degree programs – the program for future ministers, the diploma program, the Bachelor of Education program, and the minor program in combination with various Bachelor’s and Master’s degrees, as well as the Bachelor’s and Master’s programs in Jewish Studies, run jointly with the Faculty of Humanities. Particular core research areas at the faculty are the Institute of Biblical Archaeology, Jewish Studies, Ethics, Late Middle Ages and Reformation, Hermeneutics and Dialogue of Cultures, as well as Preaching.

Protestant Theology in Tübingen works with its Catholic Theology counterpart and the Center of Islamic Theology. The interdisciplinary cooperation with other subjects (including archaeology and psychology, history and philosophy) is especially important to us. And last but not least, Tübingen has one of the biggest theological libraries, which also offers working spaces in a pleasant atmosphere. The nearby university library with the specialist information service (FID) and other libraries in Tübingen make it possible to find all the necessary literature quickly.

The faculty is part of an international network via ERASMUS programs, also offering study programs in Jerusalem, in particular.

Orientation events for winter semester 2017-18 take place on 12 and 13 October at the Evangelisches Stift. Program and registration at: www.evstift.de/index.php?id=144

For advice on studies abroad, contact Professor Dr. Reinhold Rieger and the Vice-Dean for Academic Affairs.

CONTACT

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

www.uni-tuebingen.de/en/54849
The University of Tübingen Faculty of Catholic Theology promotes the academic debate within the Christian faith in both research and teaching, how it developed in its Catholic form, and its responsibilities in the face of current challenges. The cooperation between our 15 professorships reflects the complexity of Theology as a branch of academia which is divided into four disciplines:

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.

Our faculty has these special features: the Institute of Ecumenical and Interreligious Research, as well as a share in the Center for Ethics in the Science and Humanities. We also cooperate widely with other faculties. We are ecumenical; that means we are oriented towards dialogue between the Christian churches and the religions.

Our research and teaching train future researchers via our doctoral program and in various degree programs at the basic academic levels for the following professions:

1. Full theological degree (Magister/ Magistra theologiae): Pastoral care (priest, lay priest)
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 a further subject) professions at the interface of religion, theology, church and society (business, management, media, culture).

CONTACT

Vice-Dean for Academic Affairs:
Professor Dr. Reinhold Boschki
Faculty of Catholic Theology
Liebermeisterstrasse 18
72076 Tübingen

www.uni-tuebingen.de/en/10973
The University of Tübingen’s Faculty of Law is located in the Neue Aula, the university’s main building. With some 2,600 students and 22 professors, the Faculty of Law is well known across Germany and has been for 500 years. Solid legal studies and practical training in focus areas lay the foundation for a comprehensive degree and successful professional life.

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

In research, too, the University of Tübingen Faculty of Law is highly ranked. From the historical foundations of the law, to international law, to areas such as international commercial law, international civil process law, international criminal law and criminology – Tübingen is making important contributions. Furthermore, many law professors across Germany trained in Tübingen.
The Faculty of Medicine at the University of Tübingen is one of Germany’s leading university medicine institutions. The representatives of the faculty are pioneers of 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’s programs Molecular Medicine and Medical Technologies (in cooperation with the University of Stuttgart) and the Master’s programs in Molecular Medicine, Biomedical Technologies, and Medical Radiation Sciences. It also offers a PhD program in Experimental Medicine as well as Master’s and doctoral degrees in neuroscience and behavioral science. The Faculty of Medicine at the University of Tübingen 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 the students’ success. Students at the Faculty of Medicine have the opportunity to gain international experience around the world in various exciting exchange programs. The Faculty of Medicine at the University of Tübingen has a good reputation for its research. Thanks to the direct link between the Faculty of Medicine, the University Hospitals, and a number of key research institutes the latest research results can be swiftly adapted for practical use and integrated into teaching. This ensures our students have a solid understanding of how research works. The Faculty of Medicine guarantees scientifically-based, patient-oriented, practical training.

CONTACT

Dean:
Professor Dr. Ingo B. Autenrieth
Faculty of Medicine
Geissweg 5
72076 Tübingen

Vice-Dean for Academic Affairs:
Professor Dr. Stephan Zipfel
Faculty of Medicine
Geissweg 5/1
72076 Tübingen
The Faculty of Humanities comprises many subjects which have a very long tradition at the University of Tübingen. It was one of the founding faculties when the university was established in 1477; its current form dates from 2010 and underlines the unity of the humanities disciplines. Our broad spectrum of subjects includes more than 60 degree programs, with key areas in languages and literature, Asian and Middle Eastern studies, archaeology and classics, history and philosophy. Our well-equipped institute libraries and the many options available to students attract many students and guest researchers from Germany and around the world. Many partnership agreements with institutions of higher education around the globe make it possible for Tübingen students to gain international experience or to plan part of their studies abroad.

The faculty is structured into departments; yet students are given academic and careers advice primarily in their subject area, which also has a student council; the subject areas also hold introductory events for new students. Our institutes are at a number of locations around Tübingen; see our website for a full list of addresses and other details. General enquiries can be addressed to the Dean’s Office (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 six subjects, 60 professors and some 5,000 students – 500 of them from abroad. We also provide programs for the approximately 4,000 teaching-degree students at the University of Tübingen. The Faculty has two parts: the Department of Social Sciences (Institutes of Historical and Cultural Anthropology, Education Sciences, Hector Institute of Education Science, Politics, Sociology, and Sports Sciences), and the Department of Economics. We offer more than 30 degree programs.

The Faculty is distributed to various locations across Tübingen – from the castle (Historical and Cultural Anthropology), to Europastrasse (Education Science), the old town (Education), and the central university campus (Sociology, Politics, Economics), to Lustnau (Sports Sciences).

The Dean of Economics and Social Sciences is Professor Josef Schmid. Key contacts for students are the faculty’s Vice-Deans of Academic Affairs, Professor Jörg Strübing (Department of Social Sciences) and Professor Georg Wamser (Department of Economics). 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 for Academic Affairs/ Social Sciences: Professor Dr. Jörg Strübing
Vice-Dean for Academic Affairs/ Economics: Professor Dr. Georg Wamser
Faculty of Economics and Social Sciences
Nauklerstrasse 48
72074 Tübingen

www.uni-tuebingen.de/en/11305
The Faculty of Science (MNF) at the University of Tübingen celebrated its 150th anniversary in 2013. At the time of its foundation the first modern scientific faculty in Germany, it consisted of the subjects Mathematics and Astronomy, Physics, Geology and Mineralogy, Chemistry, Physiological Chemistry, Botany and Zoology. The faculty has existed in its current form since October 2010. Our Departments – Biology, Chemistry, Geoscience, Informatics, Mathematics, Pharmacy/ Biochemistry, Physics, and Psychology – work together closely. The new, large faculty is also a part of strong networks across the university. We offer students and academics a combination of traditional subjects and long-established interdisciplinary subjects (e.g., Biochemistry, Bioinformatics, Geocology, Cognition Science, and School Psychology). We also teach state-of-the-art subjects oriented towards technical and social challenges – such as Applied Environmental Geosciences, Media Informatics, Medical Technologies, Nanoscience, Pharmaceutical Sciences and Technologies, and Environmental Science. More than 9,500 students were enrolled in our broad spectrum of teaching across more than 50 degree programs as of winter semester 2016-17. The Faculty of Science takes care to preserve this diversity of subjects while placing emphasis on a number of themes of particular relevance in the life sciences and environmental research.

Our core research areas include pharmaceuticals research, astrophysics and elementary particle physics, microbiology, integrative neuroscience, scientific archaeology, plant molecular biology, environmental and geoscience, quantum physics, and cell biology. The Science faculty is the university’s second-biggest earner of third-party funding after Medicine, attracting more than 43 million euros of it annually. We are involved in the neuroscience excellence cluster CIN, the graduate school LEAD, and in no less than eleven collaborative research centers and three research training groups sponsored by the German Research Foundation.

We currently employ 183 professors, 28 assistant professors and lecturers, and approximately 2,000 further staff.

CONTACT
Vice-Dean for Academic Affairs:
Hon.-Prof. Dr. Joachim Ostwald
Faculty of Science
Auf der Morgenstelle 28
72076 Tübingen

www.uni-tuebingen.de/en/11276
INSTITUTIONS FOR EVERYONE

THE UNIVERSITY LIBRARY – ONE FOR ALL

The University Library (UB) is the nexus of the library system at the University of Tübingen, which also comprises some 50 institute and faculty libraries. A large proportion of the 3.7 million volumes at the UB may be taken out, and our more than 125,000 e-books, e-journals and databases can usually be accessed remotely. Our website is your starting point for all information and services provided by the UB. You can also visit our information desks in person to have your questions answered face-to-face. Along with guided tours of the library, the UB offers many more events to help you learn how to search for information effectively and to use the tools for managing your day-to-day studies.

A PLACE FOR WORKING AND STUDYING

The university library on Wilhelmstrasse is made up of four very different, interconnected buildings. Our information points around the library help with orientation. The UB has more than 1,500 workspaces for individual and group work, and at busy times you can find a place to work using our “seatfinder.”

All parts of the University Library have free wifi for University members. This is also where you will find internet-connected computers, printers, photocopiers, scanners, smart boards and displays. In addition, the University Library runs the E-Learning Support Center for electronic learning located in the Brechtbau (Wilhelmstr. 50) and cooperates with the IT Center on the E-Learning Portal.

ORIENTATION EVENTS: HOW TO USE THE TÜBINGEN UNIVERSITY LIBRARY

In the first weeks of semester we have daily sessions to introduce you to the library; this includes a short tour. Please register for one of these orientation events via our form – available on the library website.

During the semester we offer training in various areas; times and topics on our website and in “Infoblatt 16”, available at the library information desk. You can do the e-learning course “Informationskompetenz Online” which will teach you the basics of academic literature research: how to find, obtain, and manage your literature. The course is worth four ECTS credit points. Information at:

www.ub.uni-tuebingen.de/kurse

CONTACT

University Library
Wilhelmstrasse 32, 72074 Tübingen
+49 7071 29-72846
information@ub.uni-tuebingen.de

Opening hours:
Monday – Friday 08.00 am – midnight
Saturday, Sunday 10.00 am – 10.00 pm

www.uni-tuebingen.de/en/457
MAIN LIBRARY BUILDING

The main library building opposite the student canteen houses a cafeteria and a large area with seats and tables where you can relax, study, or talk. The infoscreen opposite the entrance provides current information on events and services at the UB. Take a look!

On the first floor you will find a large number of places for research, group work, individual study places, and the central information desk. Going through the revolving door, you come to the loans area and the textbook collection, a lounge area, and the “lern+” center for advice on academic writing, IT problems, library research and management, and on doctoral studies.

AMMERBAU/ “THE OLD LAUNDRY”

Going through the loans area, you cross the stream called the Ammer via a walkway and enter the Ammerbau, which in turn connects to another building named for its historical function – the Old Laundry. Here you will find reading areas for quiet work, a collection of reference books – which cannot be taken out – for most subjects, as well as more than 500,000 works which may be taken out. There are also internet workspaces, and reservable rooms with technical equipment for group work.

BONATZBAU

This remarkable historical part of the library is located on Wilhelmstrasse. Its reading room offers an inviting, relaxed place to study. The manuscript reading room is available for you to study old prints, manuscripts, and archive material; it is located in room B 008. In the left-hand corridor there is a seminar room where the library provides courses and training all year round on how to make best use of the library and its collections, how to use e-journals, e-books, specialist databases, and various literature management programs. The Bonatzbau is also home to the University Archive and the Art History Institute’s graphics collection, on the first floor.

SCIENCE CAMPUS

In the PCB-Bib for pharmacy, chemistry, and biology there are quiet spaces for working as well as group rooms, specialist computer places, and a seminar room. The science learning center is currently moving into the Mensa building. There it will have more spaces for group work, computer places, and a seminar room.

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

Opening hours:
Monday – Friday 08.00 am – 08.00 pm
The IT Center (ZDV) is the university's data processing center. It provides students, the faculties, and central institutions with IT infrastructure and 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. Directly after enrollment, students receive an electronic identity and with it, access to IT services across the university and to a high-performance network comprising more than 14,000 computers. Free wifi is available to university members in almost all university buildings.

Any member of the university can contact any other member by email and be contacted via their university email address. The ZDV also manages the technical platforms for the university websites and develops apps enabling you to read them better on your phone (see p. 9).

CAMPUS – the portal for studies and teaching – is more than just an online course catalogue: You can manage your studies here; registering for courses and finding lecture halls are just some of the functions which can be done efficiently via the portal (see p. 8).

ZDV works with the university library to run the e-learning course platforms, which are used to make teaching materials available, and the discussion forums, wikis and blogs for course participants. ZDV also makes available more than 4,000 hours of video recordings of courses from nearly all the disciplines taught at the University of Tübingen.

ZDV provides IT courses for students across a broad spectrum of current topics; they can be booked online.

Especially for students, we provide general advice and the Genius Bar with consultation on notebooks and wifi access in both the ZDV and university library buildings. At the computer pool rooms at Wilhelmstrasse 106 and in Building C at the Morgenstelle Campus, we provide current-model computers with comprehensive software packages which are easy to use.

IT services for students are provided mainly in two buildings: training and seminar rooms as well as user administration – the first contact point for new users – are located at Wächterstrasse 76. The computer pool rooms and advice points are at Wilhelmstrasse 106.

Answers to your most important questions on university IT services can be found here:

**CONTACT**

**IT Center (ZDV)**
Wächterstrasse 76, 72074 Tübingen

Phone-in hotline
+49 7071 29-70250

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

Courses
www.kis.uni-tuebingen.de

www.zdv.uni-tuebingen.de
The University of Tübingen Language Learning Center conducts language courses at beginner and advanced levels. This includes the area of specialist language training – that is, training for certain degree programs or training designed to meet the demands of studying or doing an internship abroad, or which prepares the student for an academic profession. We teach in a practise-oriented way to improve the student’s professional profile. Language Learning Center courses may be part of regular studies or they can be accredited as professional skills units.

Currently we teach Catalan, English, French, Italian, Japanese, Russian, Spanish, and Swedish. The levels go from 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 are: Global Health, Table Ronde, Japanese V; examples of specialist language: Ethique des sciences et technologies, Comprensione ed espressione orali, Academic Reading and Writing, Global Issues and Ethics.

You can also earn country- or university-specific certificates (UNIcert) with us. Sustainability and ethics courses for English, French, and Spanish are recognized in the certificate “Studium Oecologicum.”

For additional services and examinations, we cooperate with the Institut Culturel Franco-Allemand and the Deutsch-Amerikanisches Institut in Tübingen. The Language Learning Center offers courses during the semester as well as in two- or three-week intensive courses in the break.

The university-specific UNIcert training offers students:

- Preparation for studies in the target language
- Preparation for working in a foreign language in international and multilingual contexts
- Use of the target language in intercultural and sociocultural contexts
- Detailed information on areas of competency with the multilingual certificate

**CONTACT**

Division III – International Affairs – Study and Exchange Programs
Section 4 – Language Learning Center
Wilhelmstrasse 22, 72074 Tübingen

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

Opening hours:
In the registration period: 10.00 am – 03.00 pm

Please check our website for any changes:

[www.uni-tuebingen.de/en/55335](http://www.uni-tuebingen.de/en/55335)
ALL ABOUT ACADEMIC WRITING

The writing center is your first port of call for all questions about academic writing. From workshops to open and individual writing advice, and to writing events – we will give you help and support in creating academic texts.

In our practical workshops you will develop the necessary tools to manage your written work. We will help you along in the writing process with our range of services. And we will work with you directly to find answers to your specific questions and to develop individual solutions.

In our regular writing sessions you will get the chance to work with other students and to focus fully on your writing project – while enjoying the special atmosphere of writing collectively. Our writing consultants are on hand to answer your questions. The biggest event is the annual Long Night Against Procrastination, which has been held in Tübingen on the first Thursday in March since 2011. Hundreds of Tübingen students take part every year.

You can find an overview and details of all our services on our website – workshops, consultation, and tutorials focusing on academic writing. We also have a collection of teaching and practice materials for you to use.
CAREER SERVICE

The Career Service is a section of the Academic Affairs Division and helps students in their transition to professionals.

The career service offers the Studium Professionale program of courses which train universal professional skills and knowledge to help you navigate your future career, as well as comprehensive advice on starting a career. You can make use of these services throughout your studies or towards the end of them; this will help in your search for internships, your job applications process, and in job interviews. We also offer support if you are thinking of an academic career. To help forge links between students and potential employers, we hold a Career Day, an online talk, and we run the university’s central portal for internships and placements. This “Praxisportal” is a forum for students, graduates, and doctoral candidates to find employers offering internships and jobs.

PROFESSIONAL SKILLS

Alongside your academic qualifications, you will need interdisciplinary skills or professional skills and training in them is required in all Bachelor’s programs. Most degree programs’ study and exam regulations earmark 21 ECTS credit points (of the 180 points you need to get your Bachelor’s degree) for training in professional skills. (Check the exam regulations for your degree program to find out exactly how many ECTS credits are required, or ask your subject advisor or the faculty student council.) For all beginners that means you need to show that you have taken some courses in professional skills alongside your academic studies. As a rule of thumb, you should take classes comprising about 30 ECTS credit points per semester, and on average 3 – 4 ECTS credits should be in these interdisciplinary skills. Some of them may be offered by your department as part of your degree program.

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

With the Studium Professionale program of courses, the University of Tübingen enables its students to obtain universal, professionally-oriented qualification in special seminars. You can also strengthen your academic and professional profile via the professional skills the university offers. Ten intensive modules (e.g., “Rhetorik und Kommunikation”, “Business & Management”, “Studium Oecologicum”, see also p. 53, “Service Learning”) will allow you to obtain a certificate in the relevant area. Details at:

Every semester we offer classes in five areas – interdisciplinary skills (society, sustainability, responsibility, justice), academic work, communication throughout studies and working life, creativity, and preparation for your profession. Grades are not usually given for these courses. However, a grade will be given for those students whose examinations offices require a grade. The courses may be scheduled during semester (some of them as en bloc seminars, some on weekends) or during the semester break.
WHICH COURSES TO START WITH?

The Career Service offers a short program exclusively for students just beginning their Bachelor’s degree program. These seminars may be booked via the CAMPUS portal after you have arrived in Tübingen. We recommend that you make the most of these courses early in your studies because they will help you with the organization of your studies. The courses will help you to learn more effectively. 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 booked out in this semester, you have a chance to take it in the next semester!

Go to our website to find the course program for the Studium Professionale, the registration details, the procedure, and the link to the CAMPUS portal. You will also find a list of our consultation times.

HELP LAUNCHING YOUR CAREER

Our careers advice service includes coaching on your personal orientation and clarity about the best options after your studies. Individual and group coaching focuses on the student’s own aims and what practical steps can be taken to achieve them. Additionally we offer advice on all matters concerning applications for internships and professional positions, as well as starting a doctoral project. The coaching looks at the student’s own profile and the perspectives it offers, and focuses on suggestions for concrete action towards obtaining the relevant goals, along with individual and group consultations, some in the form of webinars.

Our service is available to students, doctoral candidates, and graduates of the University of Tübingen for up to six months after the end of their studies. Until then, the service is free.

To benefit from these courses, we recommend that you make a consultation appointment by the middle of your studies at the latest. This can be done at the Infopoints. All of our advisors have many years of experience in careers consulting, coaching, or work in staff development.

You can get answers to the following questions:
- What are my professional goals?
- What internship would make sense for me, and when?
- How and where can I launch my career?
- Which path should I take? Master’s degree, doctorate, or a profession?
- Which additional qualifications would be useful?
- How can I be successful in my doctoral project?

www.uni-tuebingen.de/en/2796

CONTACT

Division II – Academic Affairs
Section 6 – Career Service
Wilhelmstrasse 9, 72074 Tübingen

Services, contact and current opening hours on our website:

www.uni-tuebingen.de/en/2767
You have chosen to do a teaching degree at the University of Tübingen. The Tübingen School of Education is your first stop for questions, information and advice surrounding teaching degrees.

The establishment of the Tübingen School of Education represents a new structure for our teacher training; it has been systematically expanded and further developed. The following six areas define core areas at TÜSE:

**ADVICE FOR TEACHING-DEGREE STUDENTS**
Personal consultation, helpful information, and information events, as well as careers advice (Projekt ProfiL).

[www.uni-tuebingen.de/en/60902](http://www.uni-tuebingen.de/en/60902)

**RESEARCH**
TüSE strengthens and links in outstanding subject didactics, education science, and subject-specific research (relevant to schools and teaching), for example in developing competences.

[www.uni-tuebingen.de/en/60886](http://www.uni-tuebingen.de/en/60886)

**PROMOTION OF JUNIOR RESEARCHERS**
We are also working to further expand our support for junior researchers – in the form of financial support, prizes, and our junior researcher programs.

[www.uni-tuebingen.de/en/92203](http://www.uni-tuebingen.de/en/92203)

**INCLUSION, DIVERSITY, HETEROGENEITY**
In the area of inclusion, diversity, and heterogeneity we offer special classes (for example in the M. Ed. degree program), diversity relevant measures for students, and research projects.

[www.uni-tuebingen.de/en/88402](http://www.uni-tuebingen.de/en/88402)

**PREPARING FOR THE PROFESSION**
This includes special counseling services for teaching-degree students, measures for better integration of all phases of teacher-training (portfolio), as well as ongoing training.

[www.uni-tuebingen.de/en/71902](http://www.uni-tuebingen.de/en/71902)

**INTERNATIONAL**
We are forming ties with universities and schools of education abroad; we plan to hold an International Education Week (summer school in 2018), and we promote internationalization here in Tübingen.

[www.uni-tuebingen.de/en/91637](http://www.uni-tuebingen.de/en/91637)
ADVICE FOR TRAINEE TEACHERS AT VOCATIONAL SCHOOLS

Andreas Pflug advises students in the Bachelor of Education Sozialpädagogik/Pädagogik and a general subject (senior teacher at vocational schools) program.

Andreas Pflug
Münzgasse 26, room 108, 72070 Tübingen
+49 7071 29-74120
andreas.pflug@uni-tuebingen.de

The Tübingen School of Education website provides comprehensive answers to many of the questions teaching-degree students have.

CONTACT

Tübingen School of Education (TüSE)

We are about to move to a new, dedicated building. Please see our website for our current location.

Current address: Keplerstr. 2, 72074 Tübingen
Future address: Wilhelmstr. 31, 72074 Tübingen

Advice for teaching-degree students
+49 7071 29-75402
studienberatung@tuese.uni-tuebingen.de

Office hours
Tuesday to Thursday 10.00 am – 11.30 am
Monday to Wednesday 01.00 pm – 04.00 pm

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

Advice via phone
Tuesday to Thursday 09.00 am – 10.00 am

Head Office
+49 7071 29-75667
www.uni-tuebingen.de/en/75417
BILDUNGSWISSENSCHAFTLICHES STUDIUM (BWS)

An important part of the new Bachelor-Master structure of teaching degrees for Gymnasium (high school) is the Bildungswissenschaftliches Studium (BWS). It prepares students for scientifically-based and professional work in the classroom and the school as a whole, and is predominantly located in the Master of Education program. Students become familiar with all the basic concepts and issues in education during their Bachelor’s degree studies. By guiding our students academically and on to their practical training, we help place them in a position to reflect on their first experiences in schools from a teacher’s perspective and to validate their choice of profession.

The Bildungswissenschaftliches Studium within the Bachelor’s degree program consists of two modules, each worth six ECTS credit points. It begins with a lecture introducing the study of Education Science, which may be taken as early as the first semester. The lecture deals with preparation for the work to be done in the subsequent orientation internship. Details of the lecture and all the BWS classes are set out in the CAMPUS portal under “Teaching Degree – Required Electives.” Register for the lecture via CAMPUS.

For details regarding the BWS modules, see the Institute of Education website:

www.uni-tuebingen.de/en/62426

Download information (e.g., BWS module handbook in German) here:

www.uni-tuebingen.de/en/13450

CONTACT

BWS advice for students
Dr. Dr. Martin Harant
Münzgasse 22 – 30, 72070 Tübingen

martin.harant@uni-tuebingen.de
 semester fees, books, excursions, rent, nightlife – a student’s life costs money. Students can get advice on finances from a number of places.

**BAFÖG, THE GERMAN STUDENT ALLOWANCE**

German students may be eligible for the student allowance BAFöG. The people at the Amt für Ausbildungsförderung within the student services Studierendenwerk Tübingen-Hohenheim can help with enquiries regarding the application. The Studentenwerk Tübingen-Hohenheim is also responsible for administering BAFöG to German students studying in Turkey and parts of Asia.

**CONTACT**

**Amt für Ausbildungsförderung:**
Karlstrasse 11, 72072 Tübingen
+49 7071 750110
bafoeg@sw-tuebingen-hohenheim.de

**BAFöG InfoPoint**
Mensa foyer, Wilhelmstrasse 13, 72074 Tübingen
+49 7071 29-73803

Opening hours:
Monday to Thursday 11.00 am – 03.00 pm
Monday – Friday 11.00 am – 02.00 pm

Your contact person, personal consultation hours, and telephone consulting times at:

en.my-stuwe.de/bafoeg/tuebingen

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

Your contact person, personal consultation hours, and telephone consulting times at:

en.my-stuwe.de/support-for-studying-abroad
LOANS
If you need help with financing your studies or to bridge a financial gap (e.g. during your exam phase), you may be able to obtain a student loan. The social services section of the Studierendenwerk Tübingen-Hohenheim (student services) can advise you.

Studierendenwerk Tübingen-Hohenheim
Social services
Karlstrasse 3, 72072 Tübingen

+49 7071 9466723
jessica.helm@sw-tuebingen-hohenheim.de
en.my-stuwe.de/funding-loans/

SCHOLARSHIPS
There are more than 1000 different scholarships available in Germany. They are subject to various criteria. See an overview of grants and scholarships at:

www.uni-tuebingen.de/en/908

JOBS
You would like to earn some extra cash and are looking for a part-time job? Remember that as a student you are only allowed to work a maximum of twenty hours per week. The German labor office, the Agentur für Arbeit, will help you look:

Job-finding service at the Agentur für Arbeit Tübingen
Konrad-Adenauer-Strasse 12, room 0.24, 72072 Tübingen

+49 7071 705450
tuebingen.jobvermittlung@arbeitsagentur.de

Advertisements for student assistants at the university

www.uni-tuebingen.de/en/1627
The Deutschlandstipendium is a Germany-wide fellowship program open to all outstanding students. Private sponsors help out students with a 150 euro contribution per month, and this is matched by the German government with another 150 euros. The number of Deutschlandstipendium scholarships awarded at the University of Tübingen is therefore dependent on the number of willing private sponsors. In summer semester 2017, 147 such scholarships were awarded at the University of Tübingen. There is a call for applications each year for the summer semester; successful applicants begin receiving their scholarships in April for a period of one year.

The scholarships are strictly linked to the regular duration of study and may be extended beyond that period only in justified cases. Extension of the prescribed maximum duration of a Deutschlandstipendium scholarship must be applied for in writing and good reasons for the extension given. You can only apply for a Deutschlandstipendium scholarship in your major subject.

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

Information on requirements and deadlines for application and the further due process at the University of Tübingen is available here:

www.uni-tuebingen.de/en/21268

Further information on the Deutschlandstipendium in general is available at the German Ministry of Education and Research website:

www.deutschlandstipendium.de/de/2319
Starting your studies in a new town means you have to get a roof over your head. In the search for the right place for you, you can apply to the various student housing organizations or search the private housing market. You should do this as early as possible before the start of semester to ensure you have a place to stay. The big providers of Tübingen student housing are the various Tübingen student services organisations:

STUDIERENDENWERK TÜBINGEN-HOHENHEIM
The Studierendenwerk Tübingen-Hohenheim provides some 3,700 housing units in Tübingen, including in the student village Waldhäuser Ost, where there are around 1,700 units. You can get details on each of the student residences and find an online application form at the Studierendenwerk website.

FINDING A ROOM

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

Office hours
Monday and Wednesday 09.00 – 11.30 am
Thursday 01.30 – 04.00 pm

Support for finding private rooms / Info-Point
Wilhelmstr. 13, Mensa foyer
+49 7071 29-73871
privat-zimmervermittlung@sw-tuebingen-hohenheim.de

Office hours
Monday – Friday 10.00 am – 02.45 pm
TUBINGER STUDENTENWERK e.V.

Four of the Tübingen student halls of residence belong to the registered charity Studentenwerk e. V. Some of the places in them are allocated by application; in the two self-administered buildings you can apply directly to those living there when there is a vacancy. Current information can be found on the student services website.

Tübingen Studentenwerk e. V.
Rümelinstrasse 8, 72070 Tübingen

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

LINK TO OTHER STUDENT HALLS

There are many other student halls of residence run, for instance, by churches or private institutions. For an overview and links, go to the student housing website at:

www.uni-tuebingen.de/en/105

The local newspaper, the Schwäbisches Tagblatt, has rooms and apartments advertised every Wednesday and Saturday:

www.tagblatt.de/anzeigen

It is also worth looking at the notices in the foyers of the Mensa (canteen) at Wilhelmstr. 13 and the Brechtbau, Wilhelmstr. 50.

USEFUL INTERNET ADDRESSES

www.tuebinger-wohnungsmarkt.de
www.wg-gesucht.de/en/
www.studenten-wg.de
www.immowelt.de
www.studenten-wohngemeinschaft.de
www.vierwaen.de
www.diewohnung.de
www.zwischenmiete.de
www.wg-welt.de
DON’T STUDY ON AN EMPTY STOMACH – CANTEENS AND CAFETERIAS

For a three-course meal or a quick coffee – student services’ gastronomy has something for you no matter how hungry you are. It also caters to vegetarians. Even outside the opening hours of the canteens and cafeterias, there are vending machines where you can get a snack. You can make cashless payments with your student ID card. If you register for the autoload function, you can use it to put money on your card at the checkout. There are also transfer terminals where you can upload money from your bank account to your student ID card.

The student services canteens are at several locations around Tübingen; the Mensa Prinz Karl is right in the old town. It is in a historical building – Prinz Karl is one of the oldest student canteens in Germany. If you are studying up at the science or medicine institutes, you can eat at the canteen (Mensa) and cafeteria at the Morgenstelle Campus. Down where law, humanities, economics and social sciences are located, you can meet friends for a midday meal at the Mensa Wilhelmstrasse — directly opposite the University Library. The Clubhaus has a cafeteria with small hot meals and other snacks; it is also located on Wilhelmstrasse (opposite the Neue Aula). This is where the legendary Clubhaus parties are held every Thursday evening.

The student canteen menus and opening times of each canteen and cafeteria may be found at:

Mensa and Cafeteria Prinz Carl
Hafengasse 6, 72074 Tübingen

Mensa and Cafeteria Morgenstelle Campus
Auf der Morgenstelle 26, 72076 Tübingen

Cafeteria Hörsaalzentrum Morgenstelle
(also with vending machines)
Auf der Morgenstelle 16, 72076 Tübingen

Mensa and Cafeteria Wilhelmstrasse
Wilhelmstrasse 13, 72074 Tübingen

Cafeteria Clubhaus
Wilhelmstrasse 30, 72074 Tübingen

Cafeteria in the University Library (UB)
Wilhelmstrasse 32, 72074 Tübingen

Cafeteria Theologicum
(also with vending machines)
Liebermeisterstrasse 12, 72076 Tübingen

Cafeteria Neuphilologicum
(also with vending machines)
Wilhelmstrasse 50, 72074 Tübingen

Alongside these institutions run by student services Studierendenwerk Tübingen-Hohenheim, the town of Tübingen offers many restaurants, snack bars, and pubs with special deals for students.
GETTING AROUND TÜBINGEN – DAY AND NIGHT

As a student you can get a discounted public transport pass valid for six months in the entire network of the local public transport authority, naldo (Neckar-Alb-Donau). It is valid in all buses and trains in the districts of Tübingen, Reutlingen, Zollernalbkreis, and Sigmaringen. To purchase it, take along your “Bescheinigung für das Semester-ticket,” which you receive with your data sheet (Leporello) and your certificate of enrollment before the start of semester.

Even if you don’t buy a semester ticket, you can travel free of charge at certain off-peak times (i.e., after 7 pm on workdays, all day on weekends and public holidays) on buses and trains across the whole naldo area. To make use of this “free-time provision,” you must carry the relevant certificate of enrollment (the one with the naldo logo on it) to present to ticket inspectors. You must have it with you.

If you commute from the Stuttgart region or travel regularly between Tübingen and Stuttgart, a connecting ticket from the VVS (Stuttgart region travel authority) will be right for you. This will allow you to use the Stuttgart network for a full semester.

The semester ticket is available at all Tübingen and Reutlingen public transport sales points, at the Uni Shop on Wilhelmstrasse, at Omnibus Groß in Rottenburg, and at the sales points of the German railways, Deutsche Bahn. The connecting ticket must be purchased in the area of the Stuttgart public transport authority at the Deutsche Bahn and SSB travel centers. Both tickets are valid only in conjunction with your valid student ID.

Information and current prices at:
www.naldo.de

CITY BUS
Tübingen is well serviced with a comprehensive network of bus lines. Most parts of town have a bus at least every half hour; up to 20 buses an hour go to the student residences at Waldhäuser Ost. Night buses run Thursday, Friday, and Saturday nights. Use of the Tübingen city buses is included in the price of the student semester ticket.

Information at:
www.svtue.de

CAR SHARING
If you don’t have a car but would like to use one sometimes, you can register for car sharing. The Tübingen initiative teilAuto has a fleet of vehicles from compact cars to moving vans – and has special deals for students. Find out how it works and what it costs from the teilAuto team:

teilAuto
Ludwigstrasse 18, 72072 Tübingen
+49 7071 360306
info@teilauto-tuebingen.de
www.teilauto-neckar-alb.de

VAN HIRE
If you need to transport something big: The Studentenwerk e. V. rents out an Opel Movano van on favorable conditions. Details from the administration:

Studentenwerk e.V.
Rümelinstrasse 8, 72070 Tübingen
+49 7071 92490
kontakt@stuwe-tuebingen.de
FOR NIGHT OWLS – THE TÜBINGEN NIGHT BUS

The Tübingen night bus runs Thursday to Saturday nights and before public holidays between midnight and 3.00 o’clock in the morning on a special route which passes through nearly every part of Tübingen. The night bus runs on a special timetable on Christmas Eve and New Year’s Eve. The central stop is the bus station next to the Tübingen railway station. You can also catch the night bus at the Nonnenhaus/Wilhelmstrasse stop. The night bus runs every hour. Some residential areas have two night bus routes, which means there is a 30-minute service.

The Tübingen night bus costs the same as all city buses. All travel passes (including the naldo semester ticket) are valid. On working days after 7 pm, as well as all day Saturday, Sunday and on public holidays, all you have to do is show the relevant enrollment certificate (naldo logo) to travel free. On some parts of the night bus network you can take your bike with you (see TüBus guidelines on taking a bike on the bus).

This is to be expanded in December 2017.

Information on the night bus network may be found on the Tübingen public transport authority website:

www.svtue.de/liniennetz/linienverzeichnis-nacht

THE TÜBINGEN NACHT-SAM

The Tübingen Nacht-SAM is a nighttime shared taxi which you can call to take you from one bus stop to another or – outside of the city center – right to your door. The Nacht-SAM runs within the Tübingen city area daily from 10 pm to 6 am. The Nacht-SAM departs from the center of town, in Lustnau and Derendingen on the hour and half-hour; from the suburbs of Weilheim, Kichberg, Bühl, Hirschau, Unteresingen, Bebenhausen, Pfondorf, Hagelloch at quarter past and quarter to the hour.

The Nacht-SAM takes you

• from door to door on journeys starting and ending outside the town center
• from your door outside the town center to a collective point in the town center
• from a collective point in the town center to your door outside the town center
• from one collective point in the town center to another.

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 6 euros for adults, 3.70 euros for students with a semester ticket, and 3 euros for children.

Please note: prices are set to rise in December 2017.

TAG-SAM

The Tag-SAM (call-up shared taxi) is an additional service provided by the Tübingen city public transport authority. Journeys are made within the framework of the regular bus timetable (for Tübingen city center and suburbs) and are marked “R9.” The Tag-SAM costs the same as a regular bus ride. But for technical reasons the amount cannot be booked off a smart card or the naldoCard, nor can four-ride tickets, day tickets, or naldo Wabentarif tickets be issued by the taxi. Upon request, the driver will issue you with a receipt for single-ride tickets, which can be used also if you switch to a bus or train within the Tübingen city area.

Tag-SAM and Nacht-SAM travel is subject to further conditions; you can find them at:

www.svtue.de/sam

Please call at least 30 minutes ahead for Tag-SAM and Nacht-SAM journeys. The number is +49 7071 34000.
STUDENT SELF-GOVERNMENT

STUDENT UNION
All students at the University of Tübingen are members of the student union – you too! The student union is a legal entity and administers itself.

Its tasks include
• representing the education policy, subject-related and multidisciplinary, social, economic, and cultural interests of students
• promoting political education and exchanges of views among students on higher education policy
• promoting gender equality and the removal of disadvantages within the student body.

The student union’s central body is the student council (StuRa). The faculties and subject areas also have student representatives in the faculty student councils. The student union finances its work via the membership fee which students pay each semester.

THE STUDENT COUNCIL (STURA)
The student council is elected each year by the students and is the highest level of student representation. The 21 elected representatives come from various higher education policy groups and the faculty student councils. The student council administers the membership fee collected each semester, examines issues of relevance to students and takes action upon them. These issues range from cultural and political awareness, to the semester ticket, to tuition fees. Meetings of the student council are open to all. We would be happy to see you there!

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

SPONSORSHIP
Students and groups may apply to the student council for funding for projects which benefit all students. Things which have been sponsored include:
• Lectures and discussion events
• Film screenings
• Action days and film festivals
• Student-organized seminars (not awarding ECTS credits)
• Radio program “Bildungsmagazin”
• “Gleichfilm” movie series
• Ract! festival
WORKING GROUPS

The student council deals with issues in working groups which are open to all students. There are working groups on press and public relations, finance, environment, the Ract! festival, tuition fees, and gender equality. You are very welcome to join in and contribute your ideas.

Contact for StuRa and working groups:
Studierendenrat, Clubhaus, Wilhelmstrasse 30, 72074 Tübingen

@ ga@stura-tuebingen.de
www.stura-tuebingen.de

PLENARY MEETINGS AND VOTES

The student council holds regular plenary meetings. All students should come to the meetings, because they are a forum for students to have a say in the running of the university. Plenary meetings may also be held in the faculties and for the faculty student councils.

The plenary meetings are a grassroots democratic structure and promote the flow of information between students and their representatives on the student council.

FACULTY STUDENT COUNCILS

The subject areas each have their own student representatives. They work to promote the interests of the students in their subject area and represent them on faculty decision-making bodies. This includes items like input into the redrafting of exam regulations or orientation help for new students. The faculty student councils also organize cultural events, special lectures, parties, and events for new students.

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

All the faculty student councils get together at the faculty student council plenary meeting (FSVV). This takes place every Monday at 6 pm c.t. at the Clubhaus; it deals with student issues from across the university, as well as higher education policy matters.

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

The Studium Generale is a free offer of the University of Tübingen for all interested parties. Academics and researchers give their time to talk about their groundbreaking new work at a series of evening lectures during the semester. The lectures are open to students of all faculties as well as to members of the general public. They focus on current and usually multidisciplinary issues. The program often includes prominent speakers from outside the university.

Studium Generale at the University of Tübingen

- aims at a scientifically-based debate over current issues
- deals with key questions of human existence
- offers discussion which goes beyond individual disciplines
- provides information in matters of general interest
- also looks at artistic and sporting issues

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.

Every semester there is a new and varied program. Attendance at the Studium Generale is free – and well worth the experience. You can get valuable insight into your area of study as well as broader general knowledge. Expand your horizons!

You can find the program for winter semester 2017-18 at:

www.uni-tuebingen.de/en/63
The interdisciplinary and transdisciplinary Studium Oecologicum program has been running since summer semester 2009. It was designed by the student initiative Greening the University in cooperation with the Center for Ethics in the Sciences and Humanities (IZEW), and is offered by the Career Service as part of the “sustainability” courses in the Studium Professionale. It now comprises some 25 courses per semester for students of all subjects.

From the basics of sustainable development, to climate change, future-oriented energy supplies and environmental psychology, to inclusive town planning and fairness between the generations – in the Studium Oecologicum you can take interactive seminars dealing with many aspects of sustainability. Here you can learn to analyze the challenges of the future in order to find solutions for a just and ecologically sustainable future. The courses can be accredited in your studies as qualifications in a professional skill. If you take three or more seminars and obtain at least 12 ECTS credits, you may 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](http://www.uni-tuebingen.de/en/52324)

[www.greening-the-university.de](http://www.greening-the-university.de)
UNIVERSITY SPORTS

The University Sports Center’s program was ranked at or near the top in recent evaluations of German universities. It was awarded the title of “University of the Year” in 2011 by the Allgemeiner Deutscher Hochschulverband (adh). This is due to the attractive and varied activities offered – as well as the highly-qualified staff who conduct them.

The University Sports Center’s mission is to offer a wide selection of needs-oriented sports activities for students and university employees in the areas of popular sports, leisure sports, health training, and competitive sports. The service is convenient for students and staff alike. It ranges from classic activities like gymnastics, swimming, soccer, tennis and dance, to various health and fitness courses, to the latest trend sports. All classes are conducted by qualified staff. We also have compact courses and workshops with international guest lecturers and excursions, and other activities rounding off our program.

Along with health, fitness and well-being to balance a sedentary study or work environment, the University Sports Center offers motivation to live a healthy and responsible lifestyle in the long term.

It also contributes to improve communication and working together in Tübingen by offering shared activities. The University Sports Center and its promotion of an active life not only helps shape the life of the university; its mission, culture, and integrative opportunities also promote a feeling of belonging in Tübingen.

PROGRAM

The comprehensive program is tailored to the needs of today’s students and university employees, with more than 200 events in over 40 sports every week. You can also organize your own sports activity. The facilities available include sports halls, the woodchip running track, the university stadium and running track, sealed and grass playing fields, tennis courts, beach volleyball courts, a swimming pool, a strength and fitness room with a climbing wall. Courses are published on the website two weeks before the start of semester. They are for students and staff; you must register and pay for them (www.hsp.uni-tuebingen.de).

FITNESS AND HEALTH COURSES

A primary goal of the University Sports Center is to provide something for everyone in the area of leisure and health. Our courses aim to increase your health, well-being, and your quality of life. The fitness and health courses include fitness exercises, circuit training, aquafitness, pilates and yoga.

SPORTS AND TRAINING COURSES

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

EXCURSIONS

All excursions (skiing, canoeing, climbing, etc.) are planned as learning and teaching courses on which you learn a new sport while experiencing a new environment and physical challenge.
WORKSHOPS
We offer many interesting, high-quality workshops. Our instructors include respected teachers from the United States, Latin America, and across Europe in areas including dance and yoga. In addition, we invite guest lecturers on preventative healthcare and stress management. Special leaflets on these subjects are available on our website under “workshops.”

COMPETITIVE SPORTS
All students and staff have the chance to represent the University of Tübingen in inter-university competitions in their sport, or to qualify for international competitions (European or world student championships). Our Sportreferat is responsible for the area of competitive sports.

OPEN SPORT AND TRAINING
This is when various groups get together and organize their games independently. Competitive sportspeople have the opportunity to train without the need for supervision.

STRENGTH AND FITNESS ROOM, CLIMBING WALL
The Institute of Sports Science sports complex on Alberstrasse has a strength and fitness room and integrated climbing area. The indoor climbing tower was expanded with a large outdoor area in 2012. In the strength and fitness area, we offer supervised courses in strength training and in climbing. There is also the option of independent strength training or climbing. There is a fee for using the strength and fitness room – you can register on the spot.

CONTACT
University Sports
Institute of Sports Science
Wilhelmstrasse 124, 72074 Tübingen
Director: Ingrid Arzberger
Alberstrasse 27, room 102, 72074 Tübingen
Secretary: Gertraudt Fleischer
Alberstrasse 27, room 105, 72074 Tübingen

+49 7071 29-72634
hsp-info@ifs.uni-tuebingen.de

Office hours, registration for courses, ID cards
Monday 11.00 am – 02.00 pm
Thursday 09.30 am – 11.30 am
Evening open hours
Thursday 06.30 pm – 07.30 pm

www.hsp.uni-tuebingen.de
MUSIC AND CONCERTS

The Collegium Musicum is the University of Tübingen music society and as part of the Studium Generale it offers students of all faculties a comprehensive program for further musical development. Along with our musical work, we provide courses, lectures, and special events which complement the practical work with in-depth theory. The Collegium Musicum comprises three ensembles – a choir, chamber choir, and our orchestra:

AKADEMISCHER CHOR
The Akademische Chor (academic choir) generally presents oratory works, frequently in cooperation with the Akademisches Orchester. Prospective choir members must pass an audition (easy and challenging voice exercises, a simple phrase of sight reading). Our current timetable of rehearsals 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 works. To join, you must first be a member of the Akademischer Chor and approved by the University Musical Director (UMD). You must have a good voice, be able to sight read, and be willing to learn the repertoire independently. Get further information, listen to samples of our work, and see the current rehearsal plan at:

www.uni-tuebingen.de/en/4007

AKADEMISCHES ORCHESTER
The Akademisches Orchester (academic orchestra) has around 85 musicians, who play musically challenging and ambitious programs, from a purely symphonic repertoire to oratory works. We perform concerts in the University Festsaal, and the ensemble also tours within Germany and abroad. The audition consists of two pieces of your choice (slow and fast, approximately 10 minutes in total), as well as a prepared piece from the current program.

www.uni-tuebingen.de/en/4023

If you would like to participate, go to the following to register for voice or instrument auditions: akademisches.orchester@uni-tuebingen.de or: akademischer.chor@uni-tuebingen.de; where possible, times for auditions should be arranged prior to the start of semester.

CONTACT

Collegium Musicum
Director: University Musical Director Philipp Amelung
Schulberg 2 (Pfleghof), 72070 Tübingen

+49 7071 29-76096

collegium.musicum@uni-tuebingen.de

www.uni-tuebingen.de/en/3360
SCHOLA CANTORUM

The Schola Cantorum at the Institute of Music Science of the University of Tübingen is headed by Professor Dr. Stefan Johannes Morent and sings Gregorian Chants, the monophonic Latin liturgical songs of the Roman church, as well as other forms of ecclesiastic music of the Middle Ages. The Schola Cantorum rehearses weekly during semester and regularly performs as part of church services and small concerts. Male singers with singing experience who are interested in joining – please contact:
Professor Dr. Stefan Johannes Morent
+49 7071 551889
Cell: 0171 5440786
stefan.morent@uni-tuebingen.de

KULTURREFERAT CONCERTS

For more than 60 years the University of Tübingen 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 and at the former monastery of Bebenhausen. Some 25 classical concerts with outstanding international orchestras and solo artists are performed in three time-honored programs every year.

Winter season concerts from October to April and the International Pianist Festival concerts in May are held in the Festsaal in the Neue Aula. The summer concerts in June and July are an integral part of the calendar of events at Bebenhausen.

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

CONTACT

University of Tübingen Culture Office
Artistic director: Gudni A. Emilsson
Secretary: Peer-Arne Arweiler
Hölderlinstrasse 19, 72074 Tübingen
+49 7071 29-74659
+49 7071 26634
kulturreferat@uni-tuebingen.de
www.konzerte-tuebingen.de
(also on this page: ticket sales, reservations, and gift certificates)

ADVANCE TICKET SALES

Tourist office Bürger- und Verkehrsverein Tübingen
An der Neckarbrücke, 72072 Tübingen
Phone +49 7071 91360

Monday – Friday 09.00 am – 07.00 pm
Saturday 10.00 am – 04.00 pm

Neue Aula Kiosk
Geschwister-Scholl-Platz
Wilhelmstrasse 7, 72074 Tübingen
Phone +49 7071 29-74658

Monday – Friday 11.00 am – 01.00 pm
(During semester only)

And at all Reservix sales points
UNIVERSITY OF TÜBINGEN MUSEUM AND COLLECTIONS

The University of Tübingen has 66 specialist collections — more than any other German university. They are located in the relevant institutes, where they are an important part of teaching and research, and are integrated into the cultural and scientific heritage of the university. The University of Tübingen Museum (MUT) is the umbrella organization for all these collections. Its director is Professor Dr. Ernst Seidl. The museum offers a free booklet – available in English or German – with the latest information on all the university collections. The MUT website provides details of exhibitions and links to the collections with information on their thematic focus, opening hours, and guided tours:

- www.unimuseum.de
- Follow us on Facebook

UNIVERSITY OF TÜBINGEN MUSEUM IN HOHENTÜBINGEN CASTLE

The museum in Hohentübingen Castle brings together archaeological and cultural treasures of prehistory, the ancient history of Egypt and the Middle East, classical archaeology, numismatics and cultural anthropology.

- www.uni-tuebingen.de/museum-schloss

MIND | THINGS – KOPF | SACHE. PSYCHOLOGY COLLECTION

This permanent exhibition shows instruments and apparatus from the Psychological Collection.

- www.mindthings.de

ZOOGOGY COLLECTION

The Zoological Collection features many specimens of animals and is part of the professorial chair of Comparative Zoology.

- www.uni-tuebingen.de/en/12086

MINERALOGY COLLECTION

The Mineralogical Collection presents the most important minerals, stones, ores, gems, and meteorites from around the world. These are the foundations for understanding the Earth as a system and our everyday lives.

- www.geo.uni-tuebingen.de/sammlungen/mineralogische-sammlung

GRAPHICS COLLECTION

The Graphics Collection is home to European prints from the early modern age and graphic art of the 20th century. It also portrays the history of print technology and features the tradition of university drawing teaching at the University of Tübingen.

- www.uni-tuebingen.de/en/27077

COMPUTER COLLECTION AT THE WILHELM SCHICKARD INSTITUTE

A museum of computers – isn’t that a contradiction in terms? This small collection at the institute of informatics focuses on two revolutionary developments in computer technology: The invention of the programmed data processor and of the personal computer.

- www.uni-tuebingen.de/en/13827

PALÆOLONTOLOGICAL COLLECTION

The Department of Geoscience presents creatures from earlier ages – including fish, many types of dinosaur and mammal-like reptiles – as well as ammonites, sea lilies and other invertebrates. This collection features many unique exhibits.

- www.unimuseum.uni-tuebingen.de/de/sammlungen/palaeontologische-sammlung

ANATOMICAL COLLECTION

This collection features many different aspects of the human body in models and specimens.

- www.unimuseum.uni-tuebingen.de/de/sammlungen/anatomische-sammlung
THE UNIVERSITY ON AIR

The University of Tübingen has two established media channels – CampusTV and Radio Micro-Europa – which offer you the chance to gain television and radio experience while you are still a student.

CAMPUS TV

The university’s television outfit offers an exciting and informative program. Issues surrounding university life are researched and presented journalistically – from the faculty student councils, to student services, to individual research projects, the Career Service, Studium Generale, to major exhibitions. Guided by experienced editorial staff, CampusTV gives students the opportunity to learn the journalism trade in a basic course – and to work in the editorial office. This is particularly helpful to Media Studies students but is valuable to students of all disciplines. Students in Bachelor’s degree programs may obtain ECTS credits in the area of professional skills. By the way: All CampusTV reports can be viewed via the Mediathek at www.hd-campus.tv and via Kabel BW, the digital HD universities’ channel Baden-Württemberg! Take a look!

CONTACT

Campus TV
Wilhelmstrasse 50, 72074 Tübingen
+49 7071 29-77990
oliver.haeussler@uni-tuebingen.de

www.uni-tuebingen.de/en/14985

THE UNIVERSITY ON AIR

RADIO MICRO-EUROPA:
CAMPUSFUNK – NETZWERK – STUDIOFM

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

The concept: The reports and programs arise from seminars and from final-semester projects in Bachelor’s and Master’s degree 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. We support cross-media principles – Radio Micro-Europa reporters also present their work via film and photography, as well as online on the Micro-Europa homepage and in the social networks.

You can listen to Radio Micro-Europa every two weeks on the Wüste Welle (VHF 96.6) on Sundays from noon to 1 pm, or via livestream on your computer. Sometimes there are special programs during the week. More than one hundred of our radio shows can be accessed online via the University Library Mediathek.

Our cooperation partners are: Freies Radio Wüste Welle (Tübingen), SWR (Studio Tübingen and Stuttgart), the University of Applied Sciences (HAW, Hamburg) and the Institut des hautes études des communications sociales (IHECS, Brussels).

CONTACT

Radio Micro-Europa
Wilhelmstrasse 50, 72074 Tübingen
+49 7071 29-78443
ulrich.haegele@uni-tuebingen.de

www.micro-europa.de
The University of Tübingen has plenty to offer in the arts and literature, too. Learn to draw at the Zeicheninstitut, to write and perform with the Studio Literatur und Theater (SLT), or attend the Writers’ Lectureship.

Creative writing, literary discussion, talking to authors about their work – these things are open to you via the Studio Literatur und Theater and the Tübingen Writers’ Lectureship.

STUDIO LITERATUR UND THEATER

The Studio Literatur und Theater, along with the Zeicheninstitut and Collegium Musicum, is there to provide artistic training. Students of any subject may take part in its courses, which focus on the diverse forms of non-academic writing. We run seminars on prose, poetry, descriptive writing, etc., and invite guest lecturers to expand those horizons. Our teachers are regular authors, and professionals from the worlds of theater, publishing, and the media. The focus is on your own creative writing, but you will also learn how to realize and present it.

On the stage, in the broadcasting studio, or at the podium – what you work at here will be tested out and if possible presented to a public audience.

The Studio Literatur und Theater cooperates with Tübingen’s theaters, the Hölderlingesellschaft, and SWR. The events are selected according to individual interest and inclination. All SLT seminars may be accredited as professional skills units. Students of Rhetoric can have successfully completed seminars accredited as practical seminars. Furthermore there is an opportunity to complete artistic training at the SLT with an independent literary project, and to obtain a certificate for it.

www.uni-tuebingen.de/en/26475

TÜBINGEN WRITERS’ LECTURESHP

The Tübingen Writers’ Lectureship is sponsored by the Würth company in Künzelsau and has been held annually at the University of Tübingen for twenty years. It gives students, university staff, and members of the general public the chance to meet and talk with outstanding authors from Germany and abroad. It initiates and intensifies the dialogue across subject boundaries and invites cultural exchange between the university and the community, the university and the region. An author or authors are invited once a year to hold readings and conduct three classes for students (seminars or writing workshops). There is a final podium discussion involving other authors who have worked on similar themes to those dealt with by the guest writers. Closely linked with the Tübingen Writers’ Lectureship is the Würth Literature Prize, which is announced at the end of the Lectureship.

More on the Tübingen Writers’ Lectureship:

www.poetik-dozentur.de

ZEICHENINSTITUT (ART SCHOOL)

The university Zeicheninstitut is for interested students from all faculties who would like to further develop their artistic abilities. In some 20 courses you can learn to paint, draw, sculpt, or take high-quality photographs. The courses also include lectures on contemporary art forms and presentations by young local artists. Guided tours through the current exhibitions at the Kunsthalle Tübingen in particular are part of the strongly practical programs at the Zeicheninstitut. Individual consultation is also available. There are no prerequisites for participation.

You can find the program at:

www.uni-tuebingen.de/en/1754
ACADEMIC RECORDS / STUDIENBUCH: Your academic records, your data sheets, and all important documents such as certificates of module assessment, transcripts of records, and other documentation of your work at university must be kept together (hence the German term, which means “study book”). Without all these documents you cannot be admitted to your final exams!

ALMA: Name of the system which is to replace the Campus portal by 2020.

ALUMNI: (lat. Plural of alumnus: pupil) Is used to describe former students of an institution of higher education.

ASSIGNMENT / HAUSARBEIT: This is written work which is usually part of your assessment. In seminars especially it is expected of students that they work on a single topic independently, write an assignment on it, and present their findings in the form of a presentation in class. By completing such assignments, students show that they can do academic work.

AUDIMAX: Short form of Auditorium maximum – the central lecture hall at a university. The Audimax in Tübingen is located in the Neue Aula, Geschwister-Scholl-Platz, 1st floor, opposite the Festsaal.

BACHELOR’S PROGRAM: A Bachelor’s degree program is the basic degree program and usually takes three years. It may be in one subject (monobachelor) or two subjects (combination bachelor). The stepped structure of studies, beginning with a Bachelor’s degree followed by a Master’s degree, guarantees the uniformity of standards across the European academic landscape and makes international comparisons easier. The Bachelor is the first degree taken in higher education. Bachelor of Arts (B.A.) is the degree conferred in the humanities; its equivalent in the sciences is the Bachelor of Science (B.Sc.).

BAFÖG, THE GERMAN STUDENT ALLOWANCE: German students may apply for this financial assistance under the German Federal Training Assistance Act. The responsible officers at the Amt für Ausbildungsförderung at the Studierendenwerk Tübingen-Hohenheim can help with applications.

C.T.: Abbreviation for lat. cum tempore (lat.: “with time”); this is called the “academic quarter (hour)” because it means the class or lecture starts at 15 minutes after the hour, giving students enough time to get there (and no excuse to be late!). Such classes and lectures are marked “c.t.” in the handbook.

CAMPUS PORTAL: Is the online portal for organizing your studies at the University of Tübingen. Here you can generate a personal timetable, register and deregister for classes and exams, and carry out many other administrative functions online.

CANTEEN / MENSA: The student canteen at a university in Germany is known as the Mensa.

CARD TERMINALS: Once you have re-enrolled you can update your student ID card at the validation points around campus. The data stored will be indicated from the second time you use your card at the validation points. The validation points are at the following locations: In the foyer of student administration Wilhelmstrasse 31, ground floor (accessible Monday to Friday 07.30 am – 06.00 pm), University Library (accessible Monday to Friday, 08.00 – midnight, Saturday and Sunday 10.00 am – 10.00 pm) and at the Morgenstelle Lecture Center (Botanical Gardens exit, accessible Monday to Friday 06.00 am – 8.00 pm).

CLASSES / LEHRVERANSTALTUNGEN: Over the course of your studies you will attend very different types of classes – from lectures, where you sit and listen, to practical work, where you have to independently do hands-on work. Forms of classes include excursions, colloquia, practical work, repetition, seminars, tutorials, exercises, and lectures.
CLUBHAUS: The Clubhaus is a central location for student activities at Wilhelmstrasse 30. It houses a number of offices which are used by various student groups. It is also home to a cafeteria with a garden, meeting room, and the office of the student union. In the cafeteria there are regular exhibitions of various artistic works by students. Every Thursday in the semester the legendary student parties take place here. The advisory office for disabled and chronically ill students is also located in the Clubhaus.

COLLOQUIUM: This is an academic discussion among experts, sometimes used to describe an oral exam or event at which e.g. doctoral candidates talk about their academic work.

COMPULSORY MODULE / PFLICHTMODUL: Compulsory modules teach material central to your subject. The study and exam regulations set out which of the modules on offer you must take in order to be admitted to your final exams at the end of your degree program.

CONSECUTIVE DEGREE PROGRAM / KONSEKUTIVER STUDIENGANG: Every degree program following on from a Bachelor’s degree and which can be taken without any professional experience is a consecutive program. It is usually a Master’s degree program which builds upon the material covered in the Bachelor’s program.

CURRICULUM: (lat.: course) Is the teaching plan in a degree program. It sets out the content, goals, methods and organisatorial structures of the program.

DAAD: The German Academic Exchange Service is a joint institution of the German institutions of higher education. It organizes and finances the exchange of students and researchers around the world, finds places for academic staff, supports artists and internships, provides information globally 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.

DATA SHEET / DATENKONTROLLBLATT (LEPORELLO): This is your personal data sheet, which is sent to you after you enroll. It includes your certificates of enrollment, which you need to register as a student resident with the city authorities, to apply for BAFöG, or to buy your semester ticket.

DEAN / DEKAN: The Dean represents the interests of his/her faculty; the faculty is managed by the Dean’s Office. All faculties also have a Vice-Dean for Academic Affairs, whose task it is to ensure that teaching is comprehensive and conducted in line with the study and exam regulations, and who, along with the subject counselors, helps advise students in all matters surrounding their studies.

DEAN’S OFFICE / DEKANAT: The Dean’s Office is the central management and administrative unit of a faculty, headed by a Dean who is elected for a six-year term and who may be represented by his/her deputy, the Vice-Dean.

DEPARTMENT / FACHBEREICH: Departments at the University of Tübingen are the administrative level below the faculty and above institutes and centers. The departments are responsible for a related group of subjects.

DIES ACADEMICUS / DIES UNIVERSITATIS: “Day of Academic Celebration,” usually with a program of special events. The University of Tübingen’s Dies Academicus includes the official welcome ceremonies for new students.

DIPLOMA SUPPLEMENT (DS): The Bachelor’s and Master’s degree certificates issued by the university are accompanied by a German and an English version of your diploma supplement, which describes the university and your degree program. The diploma supplement lists your study and qualifications profile and promotes international academic and professional mobility. The individual grades and ratings are set out in your transcript of records (Notenspiegel).
**DIVERSITY-ORIENTED / DIVERSITÄTSORIENTIERT:** An institution describing itself as diversity-oriented is committed to pursuing a socio-political strategy taking into account the variations within society, making use of them constructively, and respectfully acknowledging them. In a university context, diversity-oriented approaches seek to support students individually while taking into account their specific needs and issues.

**DIVISION / DEZERNAT:** The main organizational units in the university administration are called divisions; they have various areas of responsibility. The Academic Affairs Division, for instance, is responsible for all student matters and includes the Student Administration, the section for degree program planning and development, Academic Continuing Education, the Center for Teaching and Learning, the Writing Center, the Literature and Theater Studio, the Student Counseling Service, and the Career Service.

**DOCTORAL DEGREE / PROMOTION:** A doctorate shows that you are capable of high-level academic work; the doctoral title is bestowed on the basis of an independent piece of scientific / academic work – your doctoral thesis – and the oral defense of the thesis. Once you have successfully completed your doctorate and its defense, the university confers a doctoral degree indicating the subject area in which the degree was obtained; e.g.: Dr. med. = Doctor of medicine, Dr. rer. nat. = Doctor of natural sciences.

**ECTS:** The European Credit Transfer and Accumulation System (ECTS) is a way of ensuring international recognition and transferability of work done at institutions of higher education. The uniformity of documentation makes it easier to switch between universities. The workload comprises the amount of class time, the time required for preparation and processing of the class material, private study time, and exam time. One ECTS credit point is worth 30 working hours. A total of 30 ECTS points are to be obtained per semester; that is an average workload of 900 hours per semester, or 1,800 hours annually. Bachelor’s degree programs comprise 180-240 ECTS credit points in total, while Master’s degrees comprise 60-120 ECTS points. These guidelines are set first and foremost to protect students from a work overload.

**ENROLLMENT / IMMATRIKULATION:** Enrollment as a student is the basis of your membership of the university. In a restricted-admission degree program, you need to be admitted before you can enroll. In programs with no special restrictions on admission, being enrolled means you are admitted. Enrollment is done at student administration (Studierendendekretariat).

**ERASMUS:** ERASMUS is a European Union program to make European universities more attractive to students, graduates, and university teachers from around the world.

**EXAMINATIONS BOARD / PRÜFUNGSAUSSCHUSS:** The examinations board is responsible for the organisation and conducting of exams. It also interprets the exam regulations where necessary. It is therefore responsible for legally binding information on the recognition of exams or assessment as well as the extension of exam deadlines.

**EXAMINATIONS OFFICE / PRÜFUNGSAMT:** The examinations office administers students’ assessment-relevant information. For this reason you must register (and deregister if applicable) for exams and other assessment with the examinations office. In some departments it is permissible to register for exams via the professorial chair responsible for the exam. The office keeps all student records and can therefore confirm your performance to date with a transcript of records (TOR). The examinations office also issues all certificates before they are signed by the responsible member of academic staff, and compiles examination statistics.

**EXCURSION:** Excursions serve to reinforce material learned in class by examining it in a context outside the university. They may be one-day or longer journeys within Germany or abroad. Taking part in one or more excursions may be compulsory in some study programs.

**EXECUTIVE VICE-PRESIDENT / KANZLER:** Administrative head of a university.

**EXERCISE / ÜBUNG:** Exercises are offered alongside many lectures; they usually present concrete tasks which demonstrate applications of the material dealt with in the lecture.
FACULTY / FAKULTÄT: A faculty is the most important unit in the university and comprises the academic/teaching staff, the students, and the administrative and other staff. The faculty is managed and represented by the Dean, who is also a member of the faculty board.

FACULTY BOARD / FAKULTÄTSVORSTAND: The Dean and his/her deputy, the Vice-Dean, as well as the other Vice-Deans and the Vice-Dean for Academic Affairs make up the faculty board.

FACULTY COUNCIL / FAKULTÄTSRAT: This is the highest decision-making body at a faculty; it is headed by the Dean. The faculty council is made up of representatives of the teaching staff, the research staff, the non-academic staff and the students. Professors have an absolute majority of the votes and if they agree, can therefore outvote all the other groups on any given matter. The faculty council deals with important questions affecting the faculty (study and exam regulations, distribution of funds, decisions on habilitations, etc.). In some cases its decisions require the approval of the senate or the relevant state ministry.

FACULTY STUDENT COUNCILS / FACHSCHAFTEN: This is the colloquial name for the student representatives within a subject area who work to further the interests of their fellow students, organize subject-specific events, maintain contacts with other subject areas, and play a role in university policymaking. Faculty student councils are not elected; they are open to all students who would like to join in and make a contribution.

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

FIRST-SEMESTER STUDENT / ERSTSEMESTER (ERSTI): A freshman or student in the first semester of his or her studies.

HAUS DER SPRACHEN: (Wilhelmstrasse 22) this is where you will find German as a Second Language and Intercultural Programs and the Language Learning Center.

ILIAS: Is the German acronym for “integrated learning, information, and work cooperation system;” it is the university’s internet-based learning management system, and is used to make learning materials available to students.

INSTITUTE: An institute (sometimes called a “Seminar” in German) is an academic institution at a faculty or faculties which organizes study programs and carries out research and teaching in its field or subject. Its building is used to house a subject-specific library, teaching rooms, offices for staff, and the secretariat or management office for a particular subject.

INTERMEDIATE EXAMINATION / ZWISCHENPRÜFUNG: In the intermediate examinations the candidate must demonstrate that he/she has met the goal of the degree program up to this point and has mastered the basic material, the methodology, and has the systematic orientation required to successfully complete the Bachelor’s degree program.

INTERNSHIP / PRAKTIKUM: This is practical training inside or outside the university 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.

LECTURE / VORLESUNG: In a lecture, a professor or lecturer presents material in the form of structured presentations. Students are expected to listen and take notes. They will usually have to subsequently review and process the material. Lectures usually go for one or two “teaching hours” (of 45 minutes each week), but may in some cases run for three or four times 45 minutes.

LECTURER / DOZENT/IN: A teacher at the university.
MASTER’S DEGREE PROGRAM / MASTERSTUDIENGANG: A Master’s degree program can only be taken when you have completed a Bachelor’s or other equivalent qualification (Magister, diploma, Staatsexamen). A consecutive Master's degree program expands upon the content of a Bachelor’s degree and can be studied without professional experience. Most Master’s 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 a further professional qualification. Depending on the type of program, a Master’s degree may lead toward greater in-depth academic specialisation or to an 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.).

MODULE / MODUL: A module is a teaching unit in a Bachelor’s or Master’s program consisting of several classes on a common theme within the subject and usually taking one or two semesters. Each part of a module – including oral or written module exams – along with the required preparation and processing of the material is awarded a set number of credit points according to the workload.

MODULE HANDBOOK / MODULHANDBUCH: A module handbook contains descriptions of all the modules in a degree program. It gives details of credit points, workload, length of study, the regularity with which units are offered, teaching and study information, the contents of modules and requirements for them, the goals of the degree program and of each module. The program’s goals are set out in its profile. They outline what graduates will be able to do when they finish the program. Module handbooks may also contain general information about the 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. Is often listed in the course catalogue next to classes for which it is not yet clear which lecturer will teach them.

ONLINE COURSE CATALOGUE: Catalogue of all classes at the university with details of their time and location. Find it in the CAMPUS portal.

ORIENTATION EXAMINATION / ORIENTIERUNGSPRÜFUNG: The orientation examination is intended to ensure that you have learned the basics of your chosen Bachelor’s degree program in the first year of your studies. It should make you critically asses your choice of degree program. The orientation exam should be completed at the end of your second semester, and must be completed by the end of the third semester. If this is not the case, you lose your right to be examined in your chosen degree program and you will not be able to continue with the program in Tübingen or at another university in Germany. If you have trouble meeting these time constraints, please consult the subject counselors, the examinations office, or the central student administration in good time so as to work out an individual solution. The examinations office 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.

ORIENTIERUNGSWOCHE / ORIENTATION WEEK: Orientation events take place in the faculties at the start of every semester. These events are meant to help new students feel at home in their new program and surroundings. Orientation events are organized jointly by the faculties, the faculty student councils, and the central university institutions. They include comprehensive advice and templates for structuring your studies in the coming semester, give you the opportunity to meet the lecturers, provide information about the further progression of your program, and offer tips based on the experience of students in higher semesters and of the academic staff.

PD: This is the abbreviation for a Privatdozent, an academic with habilitation (post-doc degree) conferring both the qualification and the duty to teach. A Privatdozent is not a regular professor.
A PREPARATORY COURSE / PROPÄDEUTIKUM (VORKURS) is a course introducing you to the basic material needed before you start a degree program. These courses are usually classes taking place before the start of the lecture period (but sometimes during the first semester). They teach material which you may not have learned at school but which is needed for the subject you will be studying.

The President heads the President’s Office, which consists of the President and three Vice-Presidents responsible for various areas: (Academic Affairs, Research, International Affairs), and the Executive Vice-President (director of the university administration).

A PROFESSORIAL CHAIR / LEHRSTUHL is a regular professor’s position at a university and is connected to funding for staff and for certain tasks in teaching and research. The term “chair” is often used as a synonym for a professor and all his research assistants.

PROFESSIONAL SKILLS / SCHLÜSSELQUALIFIKATIONEN / ÜBERFACHLICHE KOMPETENZEN / ÜBERFACHLICHE SCHLÜSSELKOMPETENZEN are universally useful intellectual and social skills and objective qualifications you will need alongside your academic competence, so as to be able to successfully meet the challenges of your studies, professional and working life.

A PROGRAM STRUCTURE / STUDIENVERLAUFSPLAN is the roadmap to navigating the exam regulations to arrive at your goal – successful completion of the degree program. It tells you at which point in your studies you should take which classes and which assessment is required. It helps you arrange your timetable so as to do all the required work in the required time and complete all assessment on time. Of course some variations are possible. The module handbook adds details to the program structure plan, which you will find either in the Special Provisions of your exam regulations, on your subject’s website, or in the module handbook.

RE-ENROLLMENT / RÜCKMELDUNG: By re-enrollment (= when you have paid your fees for the next semester), you inform the university that you plan to take part in regular studies in the coming semester. You must ensure that you pay your fees during the re-enrollment period. You do not need to notify student administration either in writing or in person to carry out your re-enrollment. You can re-enroll within the period 15 January to 15 February each year for the following summer semester and 01 June to 15 August each year for the following winter semester. Further information on re-enrollment see the student administration website.

The Regierungspräsidium is the state authority above city hall and below the ministries of the state of Baden-Württemberg. It mediates between the state and local governments. It also integrates and coordinates all important administrative areas under one roof.

The regular duration of study is set out in the exam regulations and is defined as the period of time in which the relevant degree program may/should be completed. The programs are designed so that you can complete them in this time. There are not usually any sanctions for taking longer, i.e., in most cases you will not lose your right to be examined – as is generally the case for the orientation and intermediate examinations. In some cases, however, grants and scholarships are limited to the regular duration of study period.

REPETITORIUM: (lat. repetere = repeat) This is a class repeating material in preparation for a final exam.

A SEMESTER is half an academic year. The academic year consists of a winter semester (1 October to 31 March) and a summer semester (1 April to 30 September). At the start and end of the semester are the lecture-free periods (or semester break), which can be used for gaining practical experience, writing semester papers, or preparing for exams, as well as for going on vacation.
SEMINAR: Seminars are classes roughly the size of school classes. Attendance is compulsory. Students participate both in discussion and by holding a presentation. Most seminars include an exam or an assignment to be completed at the end of semester. “Seminar” is also a German word for an institute.

SEMINAR EN BLOC / BLOCKVERANSTALTUNG (BLOCKSEMINAR): These are classes in which the material is taught, not in a weekly class during semester, but in a long session or sessions close together – often on a weekend.

SENATE / SENAT: Highest decision-making body at a university. The senate’s approval is needed for exam regulations; it also maps a course for the university’s future development, appoints new professors, and may issue statements on higher education policy as required. Professors in the senate have a majority of votes.

S.T.: sine tempore (lat.: “without time”) Classes or events which are marked “s.t.” begin on the hour. For example, if your class starts at 08.00 s.t. you must be ready and waiting at 8 am.

STAATLICHES SEMINAR FÜR DIDAKTIK UND LEHRERBILDUNG: This is a state of Baden-Württemberg authority which trains future teachers for their work at “Gymnasium” high schools in an 18-month training course after they have completed their academic studies.

STAATSEXAMEN: The Staatsexamen is a general term for several degrees. The study and exam regulations of degrees programs culminating in a Staatsexamen are developed and approved by state institutions such as the Justice Ministry (Law), Education Ministry (Teaching) or Social Welfare Ministry (Medicine, Dentistry, Veterinary Science, Pharmacy) in cooperation with the universities. The exam regulations are published in the government gazette.

STUDENT COUNCIL / STUDIERENDENRAT (StuRa): This is the central decision-making body and representative organ of the student union. The StuRa sponsors student projects and political and cultural education at the university, represents the interests of students and takes part in university policy-making processes. All are welcome to make a contribution to its open working group sessions. Twenty-one StuRa representatives are elected directly by students at the annual elections; they meet regularly at the Clubhaus in open sessions.

STUDENT ID CARD / CHIPKARTE: Students at the University of Tübingen receive a personal student ID card after enrolling. It is the size of a credit card and has an integrated chip containing user information and the current cash balance on the card. The card is primarily proof of your enrollment at the University of Tübingen. It is also your library card, which you use to borrow books – you can check them out yourself – and it is a cashless payment card, which you can use to pay for food at the university canteens and cafeterias. The card may also be programmed as a key to be swiped upon entry into certain areas. The student ID card may additionally be used to pay for photocopies and for printing in the Follow-Me-System.

You can use your card with all student photocopiers. But you must ensure there is enough money on your card. You can put money on your card at the terminals available.

You can find terminals to put money on your student ID card here:

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<tr>
<th>Address</th>
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<tr>
<td>Mensa Wilhelmstrasse</td>
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<td>Mensa Morgenstelle</td>
<td>Auf der Morgenstelle 26</td>
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<td>Mensa Prinz Karl</td>
<td>Hafengasse 6</td>
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<tr>
<td>Cafeteria Neuphilologicum</td>
<td>in the Brechtbau; Wilhelmstrasse 50</td>
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<tr>
<td>Cafeteria Clubhaus</td>
<td>Wilhelmstrasse 30</td>
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<tr>
<td>Cafeteria Theologicum</td>
<td>Liebermeisterstrasse 12</td>
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<tr>
<td>Automat Auf dem Sand</td>
<td>Auf dem Sand 14</td>
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<tr>
<td>Student residences administration</td>
<td>WHO, Fichtenweg 5</td>
</tr>
<tr>
<td>Französisches Viertel</td>
<td>Wohheim Wankheimer Täle 9</td>
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<tr>
<td>University Library</td>
<td>Wilhelmstrasse 32</td>
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<tr>
<td>Neue Aula</td>
<td>Wilhelmstrasse 7</td>
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<tr>
<td>University Library</td>
<td>Wilhelmstrasse 32</td>
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STUDENT ID NO. / MATRIKELNUMMER: All enrolled students are allocated a student ID number, which is printed on their student ID cards.

STUDENT SERVICES / STUDIERENDENWERK: Student Services is a non-profit organization which works with the university to provide social services and development for students in areas where the university does not do so itself. Student services are financed from the revenue generated by student housing, the canteens and cafeterias, as well as by the student services fee levied each semester, and by subsidies from the state of Baden-Württemberg.

STUDIUM PROFESSIONALE: This is a program of courses at the University of Tübingen to enable students to obtain professional skills and orientation. These skills are of use no matter what subject you are studying and are an obligatory part of all Bachelor’s degree programs. For all new students, that means you need to choose which professional skills courses you plan to take alongside your academic studies.

STUDY AND EXAM REGULATIONS / STUDIEN- UND PRÜFUNGS-ORDNUNG: A subject’s study and exam regulations set out the formal structure of the program, the requirements and procedures for exams, and outlines the framework conditions for a normal course of study. For instance, the regulations tell you which subjects may be included in your studies, their goals, and what work (documented by certificates or “Scheine” in German) you must complete to finish successfully. Please note that exam regulations in Bachelor’s and Master’s degrees are divided up into General and Special Provisions.

STUDY PROGRAM / STUDIENGANG: A course run according to a set of study and exam regulations at a university and culminating in an examination for a degree.

SUBJECT COUNSELORS / STUDIENFACHBERATER: Subject-related counseling runs parallel to studies and is meant to help you throughout your time studying the subject. It is organized by the faculty. The subject-related counseling service is there to provide in-depth, comprehensive information about the requirements, structure, implementation, and exam requirements of the subject to enable students to organize their studies independently and appropriately. The recommended study plan, module handbook, study and exam regulations form the basis of the counseling.

SUBJECT-SPECIFIC SEMESTER / FACHSEMESTER: The university counts the number of semesters you have been enrolled in a particular subject, including semesters spent on subject-related practical work or internships. Semesters in which you took leave of absence do not count. The university also counts the total number of semesters you have been in higher education; these are the “Hochschulsemester.” For instance, a student could be in their first subject-specific semester and at the same time in their fifth semester in higher education.

SuSe / SoSe: This is the abbreviation for summer semester, half of the academic year. Summer semester runs from 01 April to 30 September.

SWS: SWS is the abbreviation for credit hours per week; it describes the number of hours you need to spend in class each week during the semester lecture period. For example, 2 SWS means that the class is held for two teaching hours (2 x 45 minutes) each week during semester.

TERMINATION OF ENROLLMENT / EXMATRIKULATION: Termination of enrollment marks the end of your membership of the university. If you have completed your studies, switch universities, or abort your studies, you must formally terminate your enrollment. To do this, you must have fulfilled any outstanding obligations to the university. You will receive a certificate of termination of enrollment. You will need this certificate if you continue your studies at another university. Furthermore, the university (student administration) can terminate your enrollment unilaterally, e.g. if you do not pay your fees before the deadline.
TIMMS: This is the university’s multimedia server. You can use it to listen to many past lectures, as well as the programs on CampusTV.

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.

TUTORIAL / TUTORIUM: A working group conducted parallel to a lecture, in which an advanced student in a higher semester (a tutor) works through the lecture material with younger students.

VICE-DEAN / PRODEKAN: The deputy of the Dean of a faculty.

VICE-DEAN FOR ACADEMIC AFFAIRS / STUDIENDEKAN: The Vice-Dean for Academic Affairs is the official within a faculty who is tasked with ensuring an orderly and complete selection of classes in line with the recommended study plans and examination regulations. Students have the right to inform the Vice-Dean for Academic Affairs of any faults in the implementation of teaching or if the provisions of the study and exam regulations are not being met. Furthermore students may apply for their complaint to be discussed by the respective academic committee. The Vice-Dean for Academic Affairs is also a contact person for students with organizational administrative problems.

WiSe: WiSe is the abbreviation for winter semester and half the academic year. The winter semester runs from 1 October to 31 March.

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

WRITING CENTER / SCHREIBZENTRUM: The Writing Center at the University of Tübingen is a pan-university service for students, doctoral researchers, and university teaching staff. Its aim is to improve and reinforce academic writing skills at the University of Tübingen. Its approach is diversity-oriented to support the development of individuals’ potential and to seek common solutions to their specific problems by working with participants individually.
University facilities

1 FB Biologie: Institut für Evolution und Ökologie/MNF, Auf der Morgenstelle 3 und 5
2 Dekanat Mathematisch-Naturwissenschaftliche Fakultät (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 (C-Bau), Zentrum für Quantitative Biologie (QBC), (C-Bau), Center for Light-Matter Interaction, Sensors & Analytics (LISA+), Auf der Morgenstelle 10
5 Werkstattgebäude der Physik/MNF (PN-Bau), Auf der Morgenstelle 12
6 Technisches Zentrallager, Auf der Morgenstelle 14/1
7 Hörsaalzentrum Morgenstelle, Hausmeisterdienstleistungszentrum 2, Bereichsbibliothek Naturwissenschaften, Auf der Morgenstelle 16
8 FB Physik/MNF (D-Bau), Auf der Morgenstelle 14
9 Verwaltungsgebäude Morgenstelle, IFIZ Interfakultäres Institut für Zellbiologie/MNF und Medizinische Fakultät, 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 Isotopenlabor (F-Bau), Auf der Morgenstelle 24
13 FB Biologie/MNF (E-Bau), Auf der Morgenstelle 28
14 Mensa II, Auf der Morgenstelle 26
15 Anatomisches Institut/medizinische Fakultät, Elfriede-Aulhorn-Str. 8
16 Lehr- und Lerngebäude/DocLab, Elfriede-Aulhorn-Str. 10
17 IFB Interfakultäres Institut für Biochemie/MNF, Hoppe-Seyler-Str. 4
18 Werner Reichardt Centre for Integrative Neuroscience (CIN), Otfrid-Müller-Str. 25
19 FB Biologie: Zentrum für Molekularbiologie der Pflanzen (ZMBP)/MNF, Auf der Morgenstelle 32
22 FB Asien-Orient-Wissenschaften: Orient- u. Islamwissenschaften/PF; Brasilienzentrum, Wilhelmstr. 113
23 FB Asien-Orient-Wissenschaften: Sinologie und Koreanistik/PF, Wilhelmstr. 133
24 FB Asien-Orient-Wissenschaften: Japanologie/PF, Wilhelmstr. 90
25 Universitätsdruckerei, Köstlinstr. 6
26 Zentrum für Datenverarbeitung (ZDV), Wächterstr. 76
27 Institut für Sportwissenschaft/WiSo, Wilhelmstr. 124
28 Universitätssportbäder, Institut für Sportwissenschaft/WiSo, Alberstr. 27
29 Institut für Ethik und Geschichte der Medizin, Bereich Geschichte der Medizin/Medizinische Fakultät, Goethestr. 6
30 Gästehaus d. Universität, Lessingweg 3; Dozentenwohnheim, Lessingweg 1
31 Dekanat der Medizinischen Fakultät, Geissweg 5/1; Verwaltung des Klinikums, Geissweg 3 und 5
32 Service-Einheit Molekulare Bildgebung/Radiologische Klinik, Röntgenweg 13
33 Universitätsapotheke, Röntgenweg 9
34 Frauenklinik, Calwerstr. 7
35 Institut für Pathologie und Neuropathologie: Abt. Neuropathologie, Calwerstr. 3
36 Universitäts-Hautklinik, Liebermeisterstr. 25
37 Universitätsklinik für Psychiatrie und Psychotherapie, Osianderstr. 24
38 Universitätsklinik für Zahn-, Mund- und Kieferheilkunde, Osianderstr. 2-8
39 Department für Augenheilkunde, Schleichstr. 12 und 16
40 Alte Frauenklinik: FB Psychologie/MNF, Schleichstr. 4; Leibniz-Institut für Wissensmedien (IWM), Schleichstr. 6; Wissenschaftscampus, Schleichstr. 8
41 FB Psychologie: Abt. Schulpshychologie/MNF, Kompetenzzentrum Schulpshychologie (Ministerium für Kultus, Jugend und Sport Baden-Württemberg), Personalrat, Liebermeisterstr. 6
42 Theologicum: Evangelisch-Theologische Fakultät (einschl. Dekanat u. Prüfungsamt); Katholisch-Theologische Fakultät (einschl. Dekanat u. Prüfungsamt); Institut für Ökumenische Forschung, Liebermeisterstr. 12-18
43 FB Geowissenschaften: Forschungsbereiche Geographie, Urgeschichte und Naturwissenschaftliche Archäologie/MNF, Rümelinstr. 19-23
44 Pathologisches Institut, Liebermeisterstr. 8
45 Zentrum für Islamische Theologie (ZITH), Rümelinstr. 27
46 Medizinische Universitätsklinik, Institut für Medizinische Biometrie/ Medizinische Fakultät, Silcherstr. 5
47 Institut für Physiologie, Gmelinistr. 5
48 Neue Aula: Hausmeisterdienstleistungszentrum 1, Zentrale Hörsaalverwaltung, Hörsäle, Festsaal, Abteilung Einkauf/Dezernat V-3; Juristische Fakultät (einschl. Dekanat und Prüfungsamt); Großer und Kleiner Senat; Universitätsbund e. V., Geschwister-Scholl-Platz
49 Alte Botanik: Rektorat und Zentrale Verwaltung, Wilhelmstr. 5
50 Haus der Sprachen: Deutsch als Fremdsprache und Interkulturelle Programme/Dezernat III-3, Fachsprachenzentrum/Dezernat III-4, Wilhelmstr. 22
51 Universitätsskasse, Abt. Rechnungswesen/V-2; Stabsstelle Controlling: Zentrum für Evaluation und Qualitätsmanagement (ZEQ); Gleichstellungsbeauftragte; Familienbüro; Beauftragte für Chancengleichheit; Hörsäle, Wilhelmstr. 26
52 Clubhaus: Cafeteria; Beratung behinderter und chronisch kranker Studierender/Dezernat II-5, ASTA, Unishop, Wilhelmstr. 30
53 Kupferbau: Hörsaalgebäude, Hölderlinstr. 5
54 Dezernat VI: Bau, Sicherheit, Umwelt; Abt. VI.1 Bauplanung und Liegenschaften, Sigwartstr. 17
55 EMAS-Koordinierungsstelle, Abt. Arbeitszeitvereinbarung/Dezernat VI-2; Programm-Büros von Partneruniversitäten/Dezernat III, Hölderlinstr. 11
56 Hochschuldidaktik/Dezernat II-4, Sigwartstr. 20
57 Kulturreferat der Universität, Hölderlinstr. 19
58 FB Geowissenschaften: Fachbereichsleitung, Forschungsbereiche Ange wandte Geowissenschaften und Paläobiologie; Paläontologische Lehr- und Schausammlung/MNF, Eckgebäude Hölderlinstr. 12/Sigwartstr. 10
59 Alte Physik: Juristische Fakultät, Gmelinistr. 6
60 Alte Archäologie: Dezernat III – Internationale Angelegenheiten, Austauschprogramme/Dezernat III-1, Welcome Center/Dezernat III-3; Career Service/Dezernat III-6, Eingang Wilhelmstr. 9
61 Zoologische Lehr- und Schausammlung, Sigwartstr. 3
62 Dezernat II – Studium und Lehre: Studentenabteilung, Studentensekretaria t/II-1; Studiengangsplanung und -entwicklung/II-2; Zentrale Studienberatung/II-5, Wissenschaftliche Weiterbildung/II-3, Wilhelmstr. 11
63 Mensa I, BäFg-Info-Point; Uni-infopoint, Wilhelmstr. 13-15
64 Universitätsschulbibliothek; Universitätsarchiv; Grafische Sammlung, Wilhelmstr. 32
65 Hegelbau: FB Geschichtswissenschaft/PF; FB Altertums- und Kunstwissenschaften: Philologian, Seminar/PF; Institut für Soziologie/WiSo, Wilhelmstr. 36
66 Studierendenzentrum Tübingen-Hohenheim, Wilhelmstr. 15
67 Verfügungsgebäude Wilhemstraße: FB Biologie: Ethik in den Biowissenschaften/MNF; FB Neuropsychologie: Seminar für Sprachwissenschaft (SS)/PF; Internationales Zentrum für Ethik in den Wissenschaften (IZEW); Studio Literatur und Theater/Dezernat II, Wilhelmstr. 19
68 Institut für Tropenmedizin; Institut für Arbeitsmedizin, Sozialmedizin und Versorgungsforschung; Institut für Anthropologie und Humangetik, Wilhelmstr. 27

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Building numbers

Access road to the hospitals

Parking garage "König"

Town Center

Frondeckerstr.

Schirmerbergstraße

Röntgenweg

Geisweg

Herrenbergerstraße

Calwerstr.

Liebermeisterstr.

Stadtfriedhof

Kupferbau

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Hospitals (in the valley)