

universität freiburg

# M.Sc. Informatik / Computer Science

Department of Computer Science  
Faculty of Engineering  
University of Freiburg  
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# Programme Coordinator / Study Advisor



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- **No open door policy!** Personal consultation by appointment only!
- More information (and changes to consulting hours) see here: <https://www.tf.uni-freiburg.de/en/study-programs/counseling>  
(Link will change sometime during semester, as new websites for the Faculty will be introduced...)

# I'll show you...

1. How to organize your studies
2. Some administrative things
3. Some important rules regarding exams
4. Where you can get information and help

# 1. Syllabus / Study Plan



# Very flexible syllabus...

- We provide no ready made schedule!  
It is up to **you** to decide what you do and when.  
*(Well, within the framework of the rules and regulations...)*
- How exactly you put together your curriculum does not matter to us...  
In the end, you must have fulfilled the requirements of the examination regulations.
- So, none of your study plans will look exactly the same!
- Now, let me explain how to built your own individual study plan.

# Vocabulary you should know... part 1



**Modules** = building blocks of the syllabus

- Consist of various elements (different symbols/icons in planner of studies)
- ECTS credits are awarded only for modules that have been successfully completed, no „partial credits“



Courses in the Computer Science programme:

- Lectures – Vorlesung (V)
- Exercises – Übung (Ü)
- Lab courses – Praktikum / Praktische Übung (Pr)
- Seminars – Seminar (S)
- Projects – Projekt (*also* Pr)

# Vocabulary you should know... part 2

## Achievements: Graded assessments or pass/fail:

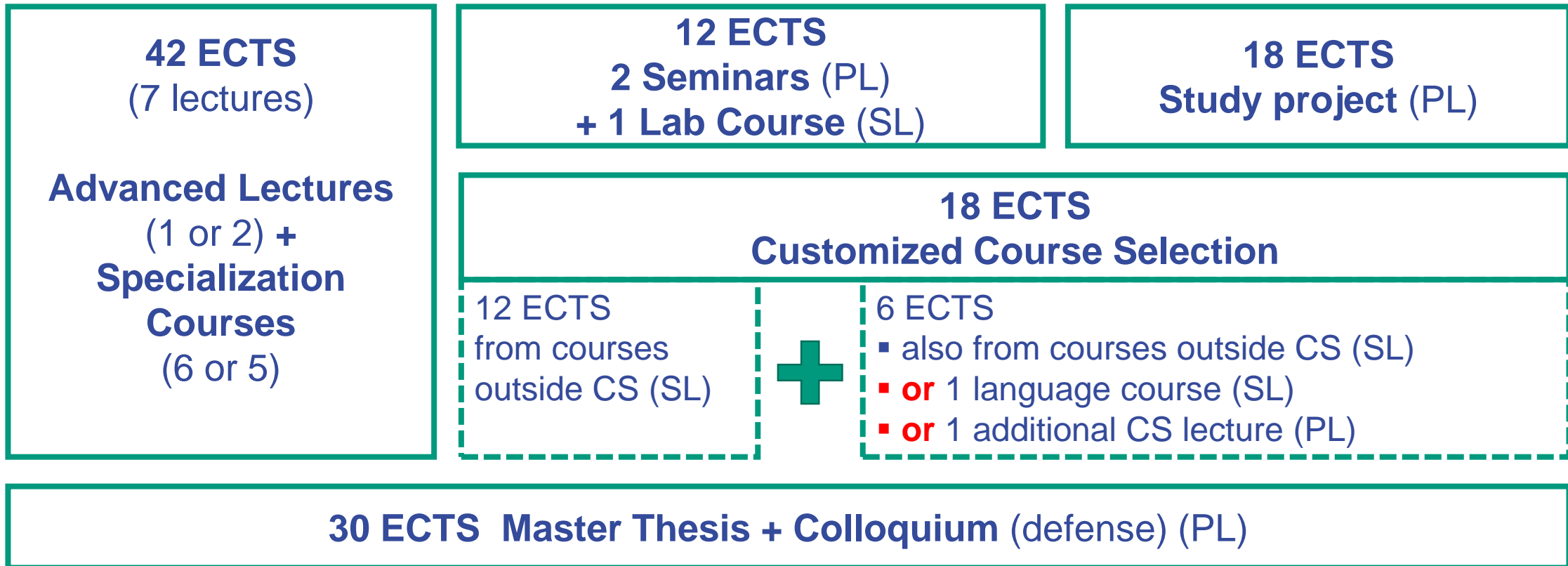


- Coursework or pass/fail assessments (“Studienleistungen”, SL)
  - Part of module or final assessment
  - May be graded, or only “pass” or “fail”; never part of the final grade
  - No negative consequences if failed (just might have to be repeated)



- Graded assessments /Exams (“Prüfungsleistungen”, PL)
  - Always graded; always counts into the final grade
  - Strict rules/regulations and very limited number of attempts
  - You can fail the whole programme if you fail a “PL

# Syllabus: General structure



For optional specialization in AI or CPS:  
At least 24 ECTS from according lectures + Study project + Master Thesis in related topic

# Optional specialization

- Topics in **Artificial Intelligence:**

- Robotics and AI
- Machine learning and Deep learning
- Computer vision and graphics

- Topics in **Cyber-Physical Systems:**

- verification and analysis of hard- and software systems
- software development and programming languages
- embedded systems

*Course lists as PDFs on  
programme website →  
Curriculum*

## Formal requirements:

- At least the following courses have to be from this area:
  - 4 Specialization courses or Advanced lectures (24 ECTS (6 each))
  - 1 Study project (18 ECTS)
  - 1 Thesis (30 ECTS)

# Advanced Lectures

You **have to** do at least **one** advanced lecture, you **may** take **two** at the most (the 2nd replaces a specialization course).

<b>7 Defined Modules / Courses:</b>	<b>Semester</b>
Algorithm Theory	Winter
Databases and Information Systems	Winter
Machine Learning	Winter
Computer Architecture	Winter
<b>Foundations of Artificial Intelligence</b>	<b>Summer</b>
<b>Image Processing and Computer Graphics</b>	<b>Summer</b>
<b>Software Engineering</b>	<b>Summer</b>

# Specialization Courses

You have to take 6 or 5 specialization courses (depending how many advanced lectures you take) → **in total it's 7.**

Lots of different lectures (+ exercises) to choose from in areas like:

- Algorithms / Bioinformatics
- Computer Architecture / OS / Embedded Systems
- Software / Programming
- AI / Robotics / ML / DL
- Computer vision / graphics
- Networks / Data bases

# Seminars and Lab Course

You have to do **2 seminars** and **1 lab course**

- **Seminars** generally can be held in a weekly fashion or as a compact course („Blockseminar“) for the presentations (details given in individual course description)
- **Seminars** and **Lab courses** may vary in topic and/or name from semester to semester, as most lecturers like to keep up-to-date with their research areas

Check out how to book seminars:

<https://www.tf.uni-freiburg.de/en/studies-and-teaching/a-to-z-study-faq/booking-of-pro-seminars-in-computer-science>

# Study Project

You have to do **1 study project**

- You'll work (under a supervisor, but independently) on a current research topic in one of the workgroups / Chairs of the department
- See it as your „trial run“ (or stepping stone) for the Thesis
- Has to be completed before you can register for your Thesis

Before you start with your Study Project, please check out the procedure of finding a topic, registering the project etc.:

<https://www.tf.uni-freiburg.de/en/studies-and-teaching/a-to-z-study-faq/registering-for-projects>

*(Same goes for the Thesis! Read those FAQs in time, too!)*

# Customized Course Selection („Individuelle Studiengestaltung“)

- 18 ECTS  
(at least – can be slightly surpassed, if the credits don't add up to exactly 18)
- You have to do some courses from subjects outside of Computer Science
- Only SL (pass/fail) in courses outside CS  
(so: not counted into final grade)
- You can choose to **replace** up to **6 ECTS** with
  - **Either** one language course
  - **Or** another Computer Science lecture (advanced or specialization), but in this case, the **CS course** will have a **graded assessment (PL)** and count into the final grade!

*Please note when talking to students from the ESE programme: Their „CCS“ is a completely different thing to yours!*

*(different courses, different rules... unfortunately shares the name...)*

# Available subjects to choose from

- Some subjects are integrated in the planner of studies in HISinOne, but not all of them. For those subjects not available for booking in the planner of studies, you'll have to organize things like registering for the courses and exams on your own (by contacting the lecturers, for example).

- See full list on program website:

<https://www.tf.uni-freiburg.de/en/study-programs/computer-science/m-sc-computer-science>

→ Curriculum

*(list is currently being revised, I hope to have it online again some time next week)*

- Please note: Unfortunately, 3 popular courses in Economics (electronic markets, principles of finance and computational economics) are NOT available anymore for C.S. students!

# Master Thesis

- Master thesis (27 ECTS) graded
- Colloquium (= Presentation / Defense) (3 ECTS) graded
- Admission to thesis:  
at least **72 ECTS** credits (including completed Study project)  
(plus conditional courses from admission, if applicable)
- Duration: 6 months

More information:

<https://www.tf.uni-freiburg.de/en/studies-and-teaching/a-to-z-study-faq/thesis>

# Administrative things



# Some practical advice and general facts

- Most courses are offered every other semester (i.e. once a year).  
Some can be held more irregularly; should be mentioned in the module handbook.  
(see HISinOne or PDF)
- Overlapping courses...  
With the amount of courses and the flexible curriculum, this just happens.  
Basically: Find a way to deal with it!  
(Meaning: Choose one course for this semester, do the other one in year;  
or check for lecture recordings, or cooperate with co-students...)
- Be aware that you might need to adapt your original study plan!  
(*Have a plan A, B and C...*)

# Some practical advice and general facts

- Usually no dependencies regarding order of courses
  - Nevertheless, check with lecturers for appropriate combinations or recommended order of courses
- Most prerequisites stated in the course catalog are recommendations, they are not mandatory; well, a few of them are...  
Just read the information given in the description!

# Conditional admission: What does this mean?

- Conditions have to be fulfilled **in addition** to the normal Master's curriculum → likely to extend your study time
- You have to complete the required modules by the end of the second semester.  
**They should be your top priorities!**  
(Especially in case of course collisions/overlaps)
- You will be **automatically registered for these courses** as well as **exams**. If you should decide **not** to take the exam in the intended semester (directly after the course), you have to contact the examination office to de-register.
- **Exams** required for conditional admission **can only be repeated once**.

# Advice for your next steps

- Study the course catalog / planner of studies (*What courses are offered right now?*)
- Check out a few more courses than you intend to complete in the given semester
  - *Go to the lectures for about 2-3 weeks and then decide which courses to continue, de-register from those you don't want to pursue*
- Register (via HISinOne → “Booking of courses”) for the courses you want to take as soon as possible
- Information on dates and deadlines for course booking:  
<https://www.tf.uni-freiburg.de/en/studies-and-teaching/calendar-dates>  
→ Booking deadlines for Bachelor and Master courses
- **Read the official exam regulations!**  
(= *terms and conditions of your study programme*)  
We provide an [English translation of the exam regulations](#)  
(*even with additional footnotes*)

# Registering for/ Booking of / Enrolling in courses

- Have a look at your **Planner of studies** <https://campus.uni-freiburg.de>
- Follow instructions from the following explanation / slides
- If you have questions or made a mistake while booking:  
**Contact** Ms. Moses in the Dean's office: [moses@tf.uni-freiburg.de](mailto:moses@tf.uni-freiburg.de) or myself  
*(Screenshots are really helpful)*

Be aware: **Different course types have different deadlines!**

(See <https://www.tf.uni-freiburg.de/en/studies-and-teaching/calendar-dates> → Booking deadlines and seat allocation for Bachelor and Master courses)

If you forgot to book a course:

- Contact the lecturer and ask if there are still seats available and if it generally makes sense to start late
- The examination office **can't** help you with the booking of courses!

# HISinOne Demo: Login and Planner of Studies

- Log in to <https://campus.uni-freiburg.de/>

The screenshot displays the HISinOne web application interface. At the top, the header includes the university logo 'universität freiburg', the page title 'Demo - HISinOne', a search bar, and user information 'MD', a notification bell, and the number '30'. The default language is set to 'English'. The navigation menu includes 'Home', 'My Studies' (highlighted with a red circle), 'Studies offered', 'Organisation', 'Service', and 'Help'. Below the navigation, the breadcrumb trail reads 'You are here: Home > My Studies > Planner of studies'. The main heading is 'Planner of studies Master of Science, Informatik/Computer Science, Hauptfach, PO 2020', which is also highlighted with a red circle. The interface includes buttons for 'Show Module plan' and 'Printview', and a 'Help' icon. A filter section shows 'Subject-related semester' set to 'All' and 'Semester: summer semester 2026'. There are two columns of filters: 'Courses' with options 'All' (selected), 'None', and 'Only organized'; and 'Exams, non-graded works' with options 'All' (selected), 'None', and 'Only organized'. A search bar 'Search in course catalog' is located at the bottom left. At the bottom right, there are 'Expand all' and 'Collapse all' buttons. The main content area is a table titled 'Structure of examination regulations All study semesters' with columns for 'Actions' and 'Status'. The table lists the following courses:

Course ID	Course Name	ECTS
11LE13PO-MSc-679-2020	Informatik / Computer Science, M.Sc., PO 2020	
11LE13KT-9000-MSc-679-2020	Master of Science in Informatik/Computer Science	120.0 ECTS
11LE13KT-9991-MSc-679-2020	ECTS credits account Master of Science in Informatik / Computer Science (PO-Version 2020)	120.0 ECTS
11LE13MO-IS_Inf	Masterthesis   Master module	rec. S. 4   Compulsory   30.0 ECTS
11LE13KT-Weiterf	Vorlesung   Advanced Lectures	rec. S. 1   12.0 ECTS
11LE13KT-Spez	Vorlesung   Specialization Course	36.0 ECTS
11LE13KT-Seminare	Seminars	rec. S. 1   6.0 ECTS

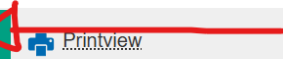
# HISinOne Demo: Planner of Studies – Different views

- Use the correct view: Examination regulations


















































Home **My Studies** Studies offered Organisation Service Help

You are here: Home > My Studies > Planner of studies

## Planner of studies Master of Science, Informatik/Computer Science, Hauptfach, PO 2020

Show examination regulations  Printview

Original Module plan  My modules  Alternate semester

Semester 1 ss 2026	Semester 2 ws 2026/27	Semester 3 ss 2027	Semester 4 ws 2027/28	Semester 5 ss 2028	Semester 6 ws 2028/29 
  MST.Design.Lab.I.for.Micros -/6	  Optimal Transport -/3	  Technische Akustik -/6	  Softwaretechnik / Software.E -/6		
  Algorithms.Theory -/6	  Model.Predictive.Control.and -/3	  Maschinelles.Lernen.in.den.I -/6	  Stochastik.für.Studierende.de -/6		
  Foundations.of.Artificial.Intell -/6	  Peer-to-Peer.Netzwerke./Pe -/6	  Studienprojekt -/18	  Theoretische.Informatik -/6		
  Image.Processing.and.Comp -/6	  Energy.and.Digitalization -/3	  Basics.of.Applied.Mathematic -/9	  Graphentheorie -/3		
  Digital.Health.(DH) -/6	  Machine.Learning.for.Health -/6	  Optimierung -/3	  Advanced.Programming -/4		
  Rechnerarchitektur./Comput -/6	  Advanced.Algorithms -/6	  Betriebssysteme -/6	  Model.Thinking.for.Complex. -/6		

# HISinOne Demo: Examination regulations structure

## Structure of examination regulations All study semesters

11LE13PO-MSc-679-2020 | Informatik / Computer Science, M.Sc., PO 2020

11LE13KT-9000-MSc-679-2020 | Master of Science in Informatik/Computer Science | 120.0 ECTS

11LE13KT-9991-MSc-679-2020 | ECTS credits account Master of Science in Informatik / Computer Science (PO-Version 2020) | 120.0 ECTS

11LE13MO-IS\_Inf\_Masterthesis | Master module | rec. S. 4 | Compulsory | 30.0 ECTS

11LE13KT-Weiterf Vorlesung | Advanced Lectures | rec. S. 1 | 12.0 ECTS

11LE13KT-Spez Vorlesung | Specialization Course | 36.0 ECTS

11LE13KT-Seminare | Seminars | rec. S. 1 | 6.0 ECTS

11LE13KT-Praktikum | Lab Course | rec. S. 2 | 6.0 ECTS

11LE13KT-Indiv STG | Customized Course Selection | 18.0 ECTS

11LE13KT-9140 | Study Project | rec. S. 3 | 18.0 ECTS

11LE13KT-ZL-MSc-679-2020 | assessments outside the master's examination

gÜK | globales Überlaufkonto

# HISinOne Demo: Module – Courses – Assessments

11LE13KT-Weiterf Vorlesung   Advanced Lectures   rec. S. 1   12.0 ECTS	Your actual status: <b>Coursework submitted/registered</b> Term of the examination: <b>ss 2026</b>	
> 11LE13MO-2010_PO 2020   Algorithms Theory   rec. S. 1   Core elective   6.0 ECTS		
> 11LE13MO-2060_PO 2020   Datenbanken und Informationssysteme / Data Bases and Information Systems   rec. S. 1   Core elective   6.0 ECTS		
11LE13MO-2040_PO 2020   Foundations of Artificial Intelligence   rec. S. 1   Core elective   6.0 ECTS	Your actual status: <b>Coursework submitted/registered</b> Term of the examination: <b>ss 2026</b>	
> 11LE13V-2040   Foundations of Artificial Intelligence - Lecture elective   6.0 ECTS	Sign off/Cancel	Your actual status: <b>confirmation of participation</b> Term of the examination: <b>ss 2026</b>
> 11LE13Ü-2040   Foundations of Artificial Intelligence - Exercises elective	apply	
> 11LE13SL-2040_PO 2020   Foundations of Artificial Intelligence -Studienleistung   rec. S. 1   Core elective		
> 11LE13PL-2040   Foundations of Artificial Intelligence - Examination   6.0 ECTS		
> 11LE13MO-2050_PO 2020   Image Processing and Computer Graphics   rec. S. 1   Core elective   6.0 ECTS		
11LE13MO-1153_PO 2020   Machine Learning   rec. S. 1   Core elective   6.0 ECTS		
> 11LE13V-1153   Maschinelles Lernen / Machine Learning - Lecture elective   6.0 ECTS		
> 11LE13Ü-1153   Maschinelles Lernen / Machine Learning - Exercises   rec. S. 1   Core elective	Information for Periods of Application	
> 11LE13SL-1153_PO 2020   Machine Learning - course work   rec. S. 1   Core elective		
> 11LE13PL-1153   Maschinelles Lernen / Machine Learning - Examination   6.0 ECTS		














# HISinOne Demo: Registration procedure for seminar, lab, project

- Check out how to book seminars and how to register for projects!

<https://www.tf.uni-freiburg.de/en/studies-and-teaching/a-to-z-study-faq/booking-of-pro-seminars-in-computer-science>

<https://www.tf.uni-freiburg.de/en/studies-and-teaching/a-to-z-study-faq/registering-for-projects>

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... >	 11LE13KT-Spez Vorlesung   Specialization Course   36.0 ECTS
... ∨	 11LE13KT-Seminare   Seminars   rec. S. 1   6.0 ECTS
... ∨	 <b>11LE13MO-Seminar 1   Seminar 1</b>   rec. S. 1   Compulsory   3.0 ECTS
... >	 11LE13VG-Seminar   VG Seminar 1 M   rec. S. 1   Compulsory (1 of 14)
... >	 11LE13SL-Seminar 1   Seminar 1 - course work   rec. S. 1   Compulsory (1 of 21)
... >	 11LE13PL-Seminar 1   Seminar 1 - Examination   rec. S. 1   Compulsory   3.0 ECTS (1 of 21)
... >	 <b>11LE13MO-Seminar 2   Seminar 2</b>   rec. S. 1   Compulsory   3.0 ECTS
... >	 11LE13KT-Praktikum   Lab Course   rec. S. 2   6.0 ECTS
... >	 11LE13KT-Indiv STG   Customized Course Selection   18.0 ECTS
... ∨	 11LE13KT-9140   Study Project   rec. S. 3   18.0 ECTS
... ∨	 11LE13KT-9140 Studienprojekt-Allgemein   Studienprojekt   rec. S. 3   18.0 ECTS
... ∨	 <b>11LE13MO-9140 Studienprojekt Allgemein   Studienprojekt</b>   rec. S. 3   Compulsory   18.0 ECTS
... ∨	 11LE13KT-Studienprojekt-KI   Studienprojekt im Bereich KI   rec. S. 3   18.0 ECTS
... ∨	 <b>11LE13MO-9140KI   Studienprojekt KI</b>   rec. S. 3   Compulsory   18.0 ECTS
... ∨	 11LE13KT-Studienprojekt-CPS   Studienprojekt im Bereich CPS   rec. S. 3   18.0 ECTS
... ∨	 <b>11LE13MO-9140 CPS   Studienprojekt CPS</b>   rec. S. 3   Compulsory   18.0 ECTS

# HSinOne Demo: ... or lab course

✓	🌟	<a href="#">11LE13MO-7110 PO 2020   Praktikum</a>		rec. S. 2		Compulsory		6.0 ECTS	
...	✓	<a href="#">📁 11LE13VG-7110-P1   Praktikum Informatik 1</a>		rec. S. 2		Core elective (1 of 6)			
...	•	<a href="#">📖 11LE13P-7302d   Laboratory in the research field "Autonomous Intelligent Systems"</a>		practical course		rec. S. 2		Core elective	
...	•	<a href="#">📖 11LE13P-7205   Laboratory in the research field "Algorithms and Data Structures"</a>		practical course		rec. S. 2		Core elective	
...	•	<a href="#">📖 11LE13P-7101   Laboratory in the research field "Operating Systems"</a>		practical course		rec. S. 2		Core elective	
...	•	<a href="#">📖 11LE13P-7304   Laboratory in the research field "Image Analysis"</a>		practical course		rec. S. 2		Core elective	6.0 ECTS
...	•	<a href="#">📖 11LE13P-7203   Laboratory in the research field "Bioinformatics"</a>		practical course		rec. S. 2		Core elective	
...	•	<a href="#">📖 11LE13P-7303   Laboratory in the research field "Graphics Data Processing"</a>		practical course		rec. S. 2		Core elective	
...	•	<a href="#">📖 11LE13P-7301   Laboratory in the research field "Machine Learning"</a>		practical course		rec. S. 2		Core elective	
...	•	<a href="#">📖 11LE13P-7102   Laboratory in the research field "Programming Languages"</a>		practical course		rec. S. 2		Core elective	
...	>	<a href="#">📖 11LE13P-7206   Laboratory in the research field "Networks and Telematics"</a>		practical course		rec. S. 2		Core elective	<a href="#">apply</a>
...	•	<a href="#">📖 11LE13P-7204   Laboratory in the research field "Software Engineering"</a>		practical course		rec. S. 2		Core elective	
...	•	<a href="#">📖 11LE13P-7305   Laboratory in the research field "Computer Vision and Image Processing"</a>		practical course		rec. S. 2		Core elective	
...	>	<a href="#">📖 11LE13P-7321   Praktikum am Lehrstuhl Robot Learning</a>		practical course		rec. S. 2		Core elective	<a href="#">apply</a>
...	>	<a href="#">📖 11LE13P-7320   Laboratory in the research field "Reinforcement Learning"</a>		practical course		rec. S. 2		Core elective	<a href="#">apply</a>
...	•	<a href="#">📖 11LE13P-7312   Laboratory in the research field Machine Learning</a>		practical course		rec. S. 2		Core elective	
...	•	<a href="#">📖 11LE13P-7340   Praktikum Optimized Geotemporal Queries in Cpp</a>		practical course		rec. S. 2		Compulsory	<a href="#">🕒 Information for Periods of Application</a>
...	>	<a href="#">📖 11LE13P-7341   Hardware Security and Trust</a>		practical course		rec. S. 2		Compulsory	<a href="#">apply</a>
...	>	<a href="#">📖 11LE13P-7342   Verifikation Digitaler Schaltungen</a>		practical course		rec. S. 2		Compulsory	<a href="#">apply</a>
...	>	<a href="#">📖 11LE13P-7344   Soccer Analytics Lab</a>		practical course		rec. S. 2		Compulsory	<a href="#">apply</a>

# HSinOne Demo: Customized Course Selection

● 11LE13KT-Sprachkurs | language course | 6.0 ECTS

▼ 11LE13KT-Indiv STG-FWB | Courses offered in other departments of the University

> 11LE13KT-FWB | Applied Bioinformatics

● 11LE13KT-FWB-Kognition | Kognitionswissenschaften

> 11LE13KT-FWB-Mathematik | Mathematik

> 11LE13KT-FWB Medizin | Medizin

> 11LE13KT-FWB-MST | Microsystems Engineering

● 11LE13KT-FWB Neuroscience | Neuroscience

> 11LE13KT-FWB-Physik | Physik

● 11LE13KT-FWB Psychologie | Psychologie

> 11LE13KT-FWB SSE | Sustainable Systems Engineering

> 11LE13KT-FWB-WiWi | Economics

● 11LE13KT-FWB | Weitere genehmigte Module/Veranstaltungen im fachfremden Bereich

# HISinOne Demo: Multi-connected Elements

- Green and red arrows? Don't panic!

Upcoming update for Planner of studies will not have this anymore! It should look better and be more user friendly as well...

11LE13KT-Indiv STG | Customized Course Selection | 18.0 ECTS

11LE13KT-Indiv STG- WVorlesung | Advanced Lecture in Customized Course Selection | 6.0 ECTS

Multi-connected Elements (Please click on the respective heading to display the respective element):

- 11LE13MO-2010\_PO 2020 | Algorithms Theory | Core elective | 6.0 ECTS
- 11LE13MO-2060\_PO 2020 | Datenbanken und Informationssysteme / Data Bases and Information Systems | Core elective | 6.0 ECTS
- 11LE13MO-2040\_PO 2020 | Foundations of Artificial Intelligence | Core elective | 6.0 ECTS
- 11LE13MO-1153\_PO 2020 | Machine Learning | Core elective | 6.0 ECTS
- 11LE13MO-2020\_PO 2020 | Rechnerarchitektur / Computer Architecture | Core elective | 6.0 ECTS
- 11LE13MO-2030\_PO 2020 | Softwaretechnik / Software Engineering | Core elective | 6.0 ECTS
- 11LE13MO-2050\_PO 2020 | Image Processing and Computer Graphics | rec. S. 1 | Core elective | 6.0 ECTS
- 11LE13V-2050 | Image Processing and Computer Graphics - Lecture | lecture course | rec. S. 1 | Core elective | 6.0 ECTS
- 11LE13Ü-2050 | Image Processing and Computer Graphics - Exercise | exercise course | rec. S. 1 | Core elective (1 of 4)

The module shows up at the end of the list.

# HISinOne Demo:

## Other useful menu items

You are here: [Home](#) > [My Studies](#)

### My Studies

#### **Planner of studies**

Remark moduls, enroll lectures and sign in for examinations

#### **Schedule**

See events and examinations in your personal schedule

#### **My course enrollments and exam registrations**

Get an overview of your examinations and courses

#### **My achievements**

Get an overview of your achievements, i.e. examinations or visited lectures.

#### **Import results with EMREX**

Imports achievements completed at another university.

#### **module handbook**

View your module manual(s)

#### **Student Service**

Here you can create your confirmations of study, find out about your re-registration status, semester fees due or your payments, make changes to your contact details or create requests and notifications of change.

#### **Course plan**

Course plan, filled with my semester and course(s) of study.

# HISinOne Demo: Course catalogue for university overall

The screenshot displays the HISinOne website interface. At the top, there is a navigation bar with the text "universität freiburg Demo - HISinOne" and a search bar. Below this, a menu bar contains "Home", "My Studies", "Studies offered", "Organisation", "Service", and "Help". The "Studies offered" menu is open, showing a list of options: "Search for courses", "Search for special events", "Show current courses", "Show university course catalog" (highlighted in green), "Module descriptions", "Show course of studies schedule", "Application", "Application procedure state examination international", and "Application procedure lottery procedure".

Below the menu, the "University course catalog" section is visible, featuring a blue header "Course catalog of the University of Freiburg" and a sub-header "Course catalog summer semester 2026" (highlighted in green). Underneath, there is a link for "Semester Dates and Teaching Periods" and a list of faculties with expandable arrows:

- > Faculty of Theology
- > Faculty of Law
- > Faculty of Economics and Behavioural Sciences
- > Faculty of Medicine
- > Faculty of Philology
- > Faculty of Humanities

# Rules regarding examinations

More details will be offered by the examination office team in a presentation in a few weeks.

You'll receive an invitation e-mail in time...

# Registration for exams / graded assessments (PL)

- It's a second, independent step from booking the course.  
It's **not** done **automatically**!
- The procedure is *similar* to booking the courses. For a how-to, see <https://www.tf.uni-freiburg.de/en/studies-and-teaching/a-to-z-study-faq/examinations>  
**Deadlines** for the registration (and de-registration) for exams are also mentioned on this website.
- Without registering for an exam you are not allowed to take it, so **do not forget!**
- To make sure you are correctly registered, we recommend saving/printing the pdf of the in HISinOne  
→ My studies → My course enrollments and exam registrations

# How to proceed if you failed an exam

- Number of attempts are limited:
  - 2 attempts for every exam / graded assessment (if needed)
  - 2 oral or written exams for CS lectures can be attempted 3 times  
(This rule does not include seminars or the project!)
- You are registered automatically for the repetition(s) and **cannot sign off!**
- Repetition exam will take place in the **very next semester.**
- You can replace one failed exam (oral or written) from a advanced lecture or specialisation course with another one, but it has to be done after the first failed attempt.  
*So: Either repeat or replace (once).*

# Improvement of a grade

- Repeating an exam that you have passed, to improve your mark, is possible in **one** module you did in your first year of studies here
- This rule applies only to a written or oral exam of a Computer Science lecture + exercise
- You have to take the „repetition“ exam **directly in the following semester**
- The examination with the **better** grade will be considered official

# Missing an exam: Unexcused or authorized withdrawals

- If you do not attend an exam that you have registered for, it counts as **failed**, unless you have a **valid excuse**.
- Valid excuses can be
  - Due to illness
    - Doctor's note required, see <https://www.tf.uni-freiburg.de/en/studies-and-teaching/a-to-z-study-faq>
  - Due to emergencies in family etc.  
(please contact examination office immediately, but definitely **before** the exam)

# Intellectual honesty / plagiarism

- Plagiarism is:
  - Using someone else's texts, pictures, reports, data, solutions, whatever....
  - ... without citing the source
- Sources include:
  - Books, the internet, colleagues, ...
- To make it clear:  
Plagiarism is illegal!  
It is cheating!

What about AI like ChatGPT?

→ If lecturers don't explain their rules about this, please ask them about it!

Don't just assume it's fine to use, it might be seen as cheating!

- The simple „if...then“ loop:
  - If you cheat (once)  
→ then you fail the course
  - If you cheat repeatedly (twice)  
→ then you are thrown out of the program and your academic career is over
- Intellectual honesty is important!  
Don't pass off someone else's work as your own!

# Finding information and help

# Students are responsible to stay informed

- You are independent adults, expected to organise and motivate yourselves. We are no service establishment catering to all your needs.
- We provide the necessary information through different sources:
  - Websites
  - Introductory events
  - Official documents (like exam regulations)
  - Information e-mails

(Make sure to have access to your faculty user account and forward or use that e-mail address!)
- Reading is essential! Please read! The whole text, all the lines in an email, the complete instructions in exercise or exam sheet...
- „I did not know!“ is not an acceptable excuse!

*If you don't find the information, maybe try using a search engine...*

# Check out the information on our websites

- For new students:

<https://www.tf.uni-freiburg.de/en/studies-and-teaching/a-to-z-study-faq/freshers-info>

- Dates and deadlines:

<https://www.tf.uni-freiburg.de/en/studies-and-teaching/calendar-dates>

- A to Z – Study FAQs (especially useful for information about examination related things):

<https://www.tf.uni-freiburg.de/en/studies-and-teaching/a-to-z-study-faq>

- Website for your study programme

<https://www.tf.uni-freiburg.de/en/study-programs/computer-science/m-sc-computer-science>

- Contacts for advisory services at TF etc.:

<https://www.tf.uni-freiburg.de/en/study-programs/counseling>

Gegen sexuelle Belästigung,  
Gewalt und Stalking  
Against Sexual Harassment,  
Violence, and Stalking



**Beratung? Counselling?**

+49 761 203-4222

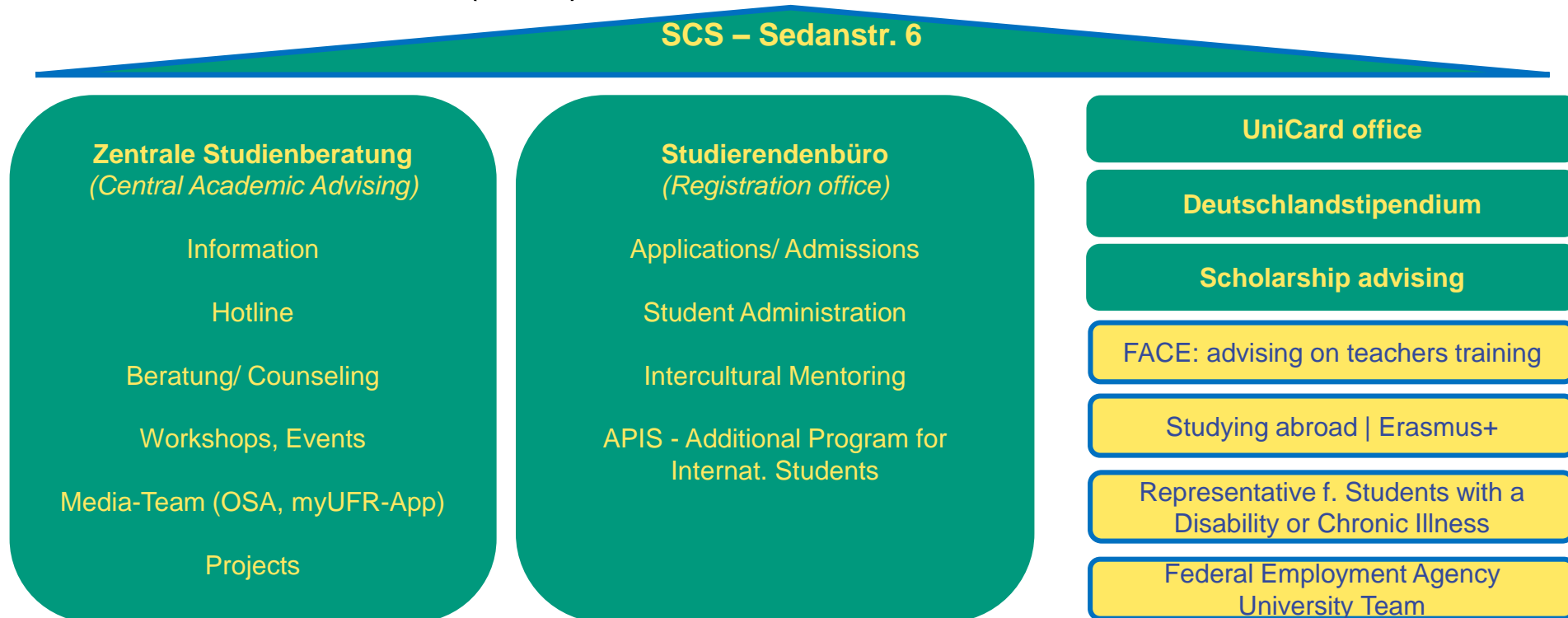
+49 152 22928696

[www.gleichstellungsbuero.uni-freiburg.de](http://www.gleichstellungsbuero.uni-freiburg.de)

**universität freiburg**

# Further contact points outside TF:

- SWFR (Housing, Financial Aid / Bafög, Social and **Psychotherapeutic Counselling...**)
- Student Service Center (SCS) in Sedanstraße 6



# Whom to ask about what?

- Programme related matters

## Lecturers/ Professors

e.g. thematic questions, literature and learning material etc.

## Programme coordinators / Study advisors

e.g. study planning, decisions, setting priorities, examination regulations, credits etc.

- General matters

## Registration office (in SCS)

e.g. advice for international students, preliminary certification by the university, issue of certificates for international students, questions about leave of absence and tuition fees etc.

→ <https://www.studium.uni-freiburg.de/en/student-services/registration-office>

## Zentrale Studienberatung (Advising and Counselling) (in SCS)

e.g. motivation, reorientation, decision-making, learning process, study organisation, stress, crises, etc.

- Confidential, anonymous if necessary, open-ended
- If necessary, referral to other contacts (representatives for students with chronic illnesses/disabilities, psychotherapeutic counselling centre, employment agency, etc.)

→ [www.zsb.uni-freiburg.de](http://www.zsb.uni-freiburg.de)

# When writing an e-mail to an advisor or the examination office...

- Please do use a subject – preferably a meaningful one
- Assume we do not know you, and we are not clairvoyant.  
So, please sign the email with your first **and** last name; your matriculation number can also be helpful, and it would be great if you mention your study programme...
- Use full names of professors, supervisors or lecturers  
(we are not on first name base with everyone at the faculty)
- Please write a new mail to the person you wish to contact.  
Don't "answer" to general information mails from us, if it's not a direct question about the content of that mail.
- If it is urgent, indicate this in the subject line! Our responses to mails not classified as urgent can take quite a while and we try to prioritize.

# Checklist of important things to remember:

- Set up your Faculty account correctly; **forward those emails!**
- Learn about and observe the various deadlines:  
<https://www.tf.uni-freiburg.de/en/studies-and-teaching/calendar-dates>
- Register for ***all the elements (especially all the assessments)*** in a module you want to complete (not just in lectures, but also in seminars or lab courses)
- Know your exam regulations!
- Learn about registration for seminars and projects:  
<https://www.tf.uni-freiburg.de/en/studies-and-teaching/a-to-z-study-faq>
- Re-enroll for the next semester  
<https://www.studium.uni-freiburg.de/en/student-services/registration>
- Contact someone when in need of help:  
<https://www.tf.uni-freiburg.de/en/study-programs/counseling>

# Have a good start!

And remember to meet your  
Campus tour guide  
here in this lecture hall!

