



**INATECH**

INSTITUT FÜR NACHHALTIGE  
TECHNISCHE SYSTEME



universität freiburg

# Welcome and Orientation Meeting M.Sc. SSE, 9<sup>th</sup> batch

**Prof. Dr. Anke Weidlich**

Dean of Academic Affairs

Freiburg, 8 October 2024

**Ester Gndt**

SSE Program Coordinator

Freiburg, 9 October 2024



# Agenda

1. Welcome to INATECH
2. Recommendations from M.Sc. SSE Alumni
3. SSE Syllabus / Study Plan
4. How to Register for Courses and Exams
5. Further Information
6. Q&A



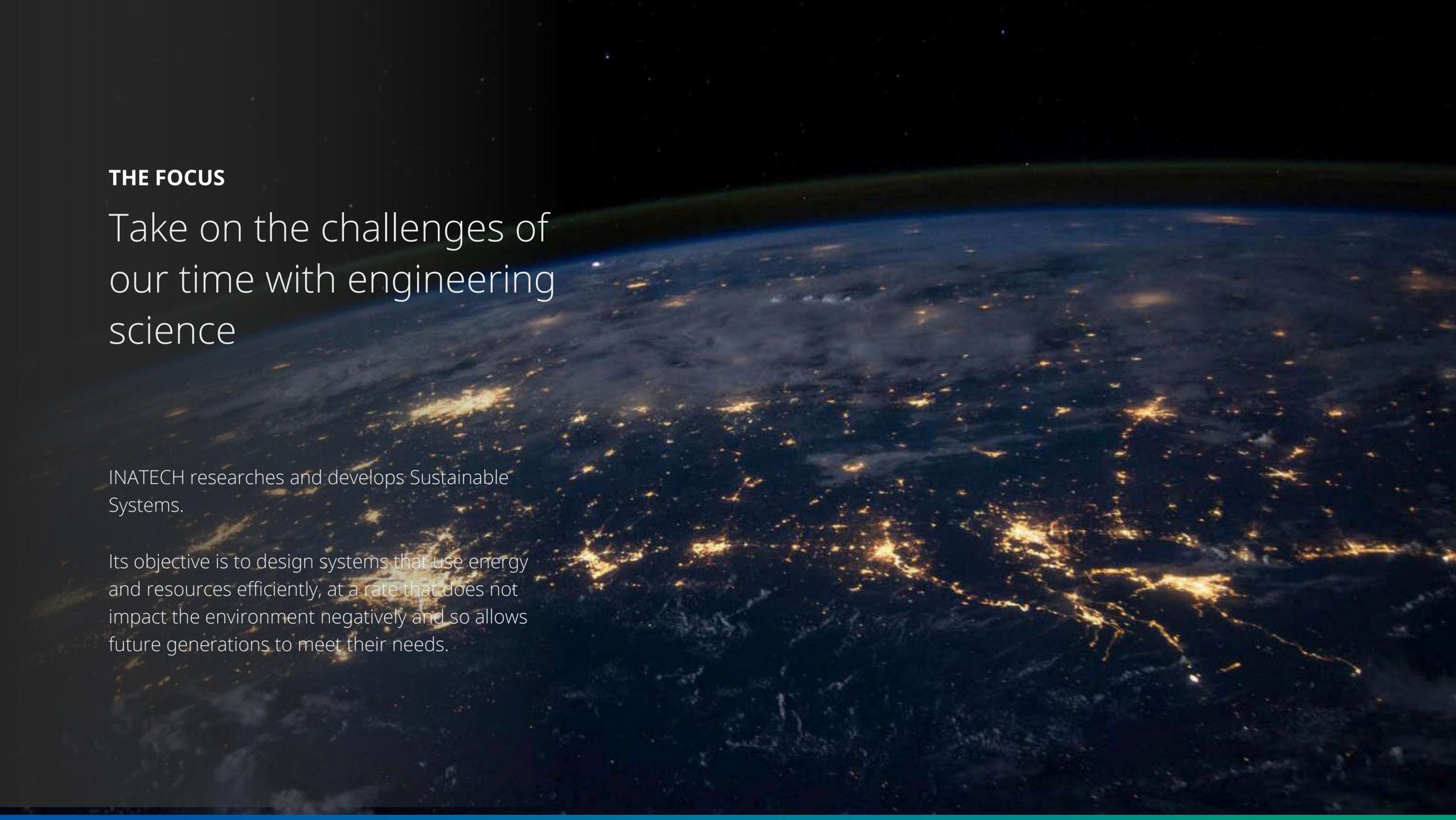
**Welcome to  
INATECH**



## **VISION**

Establishing sustainability as the guiding principle in the development of technical systems

With this goal in mind, the University of Freiburg founded the Department of Sustainable Systems Engineering in 2015.



## THE FOCUS

Take on the challenges of our time with engineering science

INATECH researches and develops Sustainable Systems.

Its objective is to design systems that use energy and resources efficiently, at a rate that does not impact the environment negatively and so allows future generations to meet their needs.



## **RESEARCH FOCUS**

Sustainable materials,  
energy systems and  
resilience

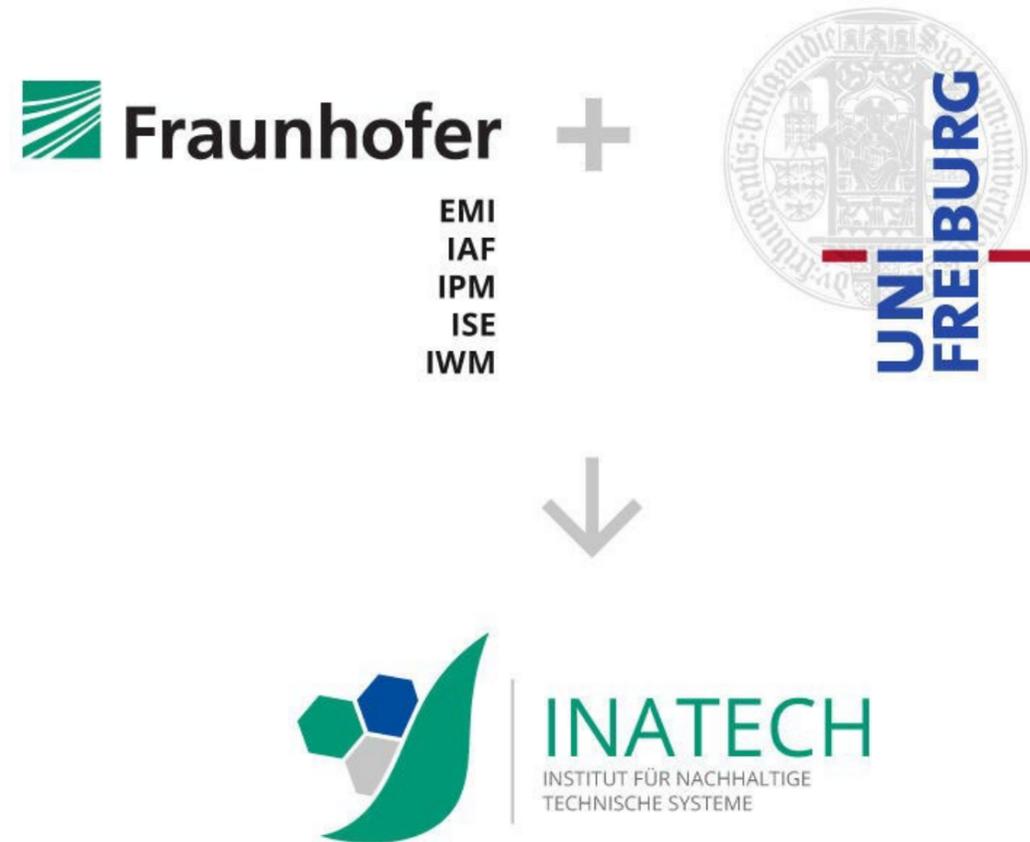
Together with partners from the public and private sectors, INATECH uses interdisciplinary research projects to develop technical systems that take on the challenges of our generation.

## STUDY PROGRAMS

Educate engineers who change the world for the better.

Bachelor and Master program in Sustainable Systems Engineering: INATECH offers two study programs that both provide in-depth engineering skills in sustainable materials, sustainable energy systems, and resilience engineering.





## STRUCTURE

INATECH is composed of an equal partnership between the University of Freiburg and the five Fraunhofer institutes in Freiburg.

This foundation is unique in the research field, a structure that covers the entire spectrum from fundamental research to industrial application.

# Chairs at the INATECH



**Prof. Dr. Dr. Oliver Ambacher**  
Power Electronics



**Prof. Dr.-Ing. Frank Balle**  
Power Ultrasonics and Engineering of Functional Materials



**Prof. Dr. Oana Cojocaru-Mirédin**  
Cross-Scale Material Characterization



**Prof. Dr. Sonia Dsoke**  
Electrochemical Energy Carriers and Storage Systems



**Prof. Dr. Stefan Glunz**  
Photovoltaic Energy Conversion



**Prof. Dr. Hans-Martin Henning**  
Solar Energy Systems



**Prof. Dr. Stefan Hiermaier**  
Sustainable Systems Engineering



**Prof. Dr. Holger Neuhaus**  
Material Systems for Solar Energy Use



**Prof. Dr. Rüdiger Quay**  
Energy Efficient High-Frequency Electronics



**Prof. Dr. Alexander Reiterer**  
Monitoring of Large-Scale Structures



**Prof. Dr.-Ing. Alexander Stolz**  
Resilience Engineering for Technical System



**Prof. Dr. Anke Weidlich**  
Control and Integration of Grids



**Prof. Dr. Daniel Carl**  
Production Control

## VISION

Halving energy loss in communications and energy-exchanging systems

Oliver Ambacher researches and develops energy-efficient, electronic power components.



**PROF. DR. DR. OLIVER AMBACHER**  
Power Electronics

## VISION

Renewable materials systems  
with nearly infinite life

Frank Balle researches and develops sustainable, multi-functional materials concepts as well as their characterization and process technologies.



**PROF. DR.-ING. FRANK BALLE**

Walter und Ingeborg Herrmann Chair for Power Ultrasonics and Engineering of Functional Materials

## VISION

Re-Designing energy materials via cross-scale characterization

Oana Cojocaru-Mirédin researches the design of energy materials with new functionalities.



**PROF. DR. OANA COJOCARU-MIRÉDIN**  
Cross-Scale Material Characterization

## VISION

To make photovoltaics the most important energy technology of the 21st century

Stefan Glunz investigates and develops high-efficiency solar cells.



**PROF. DR. STEFAN GLUNZ**  
Photovoltaic Energy Conversion

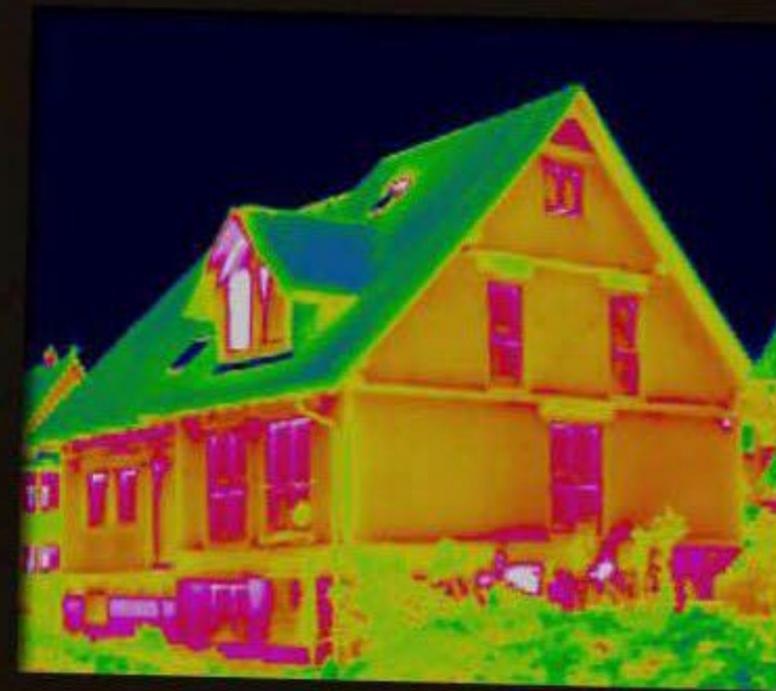
## VISION

Establish solutions for an almost  
climate-neutral building stock

Hans-Martin Henning researches  
and develops technical energy  
systems for buildings.



**PROF. DR. HANS-MARTIN HENNING**  
Solar Energy Systems



## VISION

Establishing sustainability as the guiding principle of engineering science

Stefan Hiermaier researches the areas of lifecycle analysis, resilience quantification and materials behavior under dynamic and static loads.



**PROF. DR.-ING. HABIL. STEFAN HIERMAIER**  
Sustainable Systems Engineering

## VISION

A world-wide web that  
saves more resources than  
it consumes

Rüdiger Quay researches data-  
transmission and sensor-  
technology concepts and their  
resource-efficient realization.



**Prof. Dr. Rüdiger Quay**  
Energy-Efficient High-Frequency Electronics

## VISION

Sustainable security through  
intelligent and targeted  
monitoring

Alexander Reiterer researches and develops  
multi-sensor systems and software for  
monitoring artificial and natural objects.



**PROF. DR. ALEXANDER REITERER**  
Monitoring of Large-Scale Structures

## VISION

Ensuring efficient system functionality in the face of any crisis

Alexander Stolz conducts research to develop methods and concepts to make socio-technical systems sustainable and resilient.



**PROF. DR.-ING. ALEXANDER STOLZ**  
Resilience Engineering for Technical Systems

## VISION

To make the  
energy system  
sustainable

Anke Weidlich researches the possibilities  
of sustainable energy provision.



**PROF. DR. ANKE WEIDLICH**  
Control and Integration of Grids



**Recommendations  
from MSc SSE Alumni**

# What advise would you give to future SSE students?

## Part I

### Course related

- Don't memorize, understand why.
- Explore different study areas, try different subjects outside of your expertise.
- Don't postpone mandatory courses.
- Focus on practical knowledge.
- Focus on an area and try to become an expert in that area.
- Have a backup concentration area, this will help in your career path.
- Choose electives that offer valuable learning experiences, rather than those that seem easy.

### Master Thesis

- Don't worry about the thesis as long as you put in the effort.
- Chose your master's thesis topics wisely.
- If you plan to find a job in the industry, consider writing your master's thesis at a company that offers the possibility of staying there after completing your thesis.
- Look for the opportunities to do your master's thesis outside of Freiburg.

# What advise would you give to future SSE students?

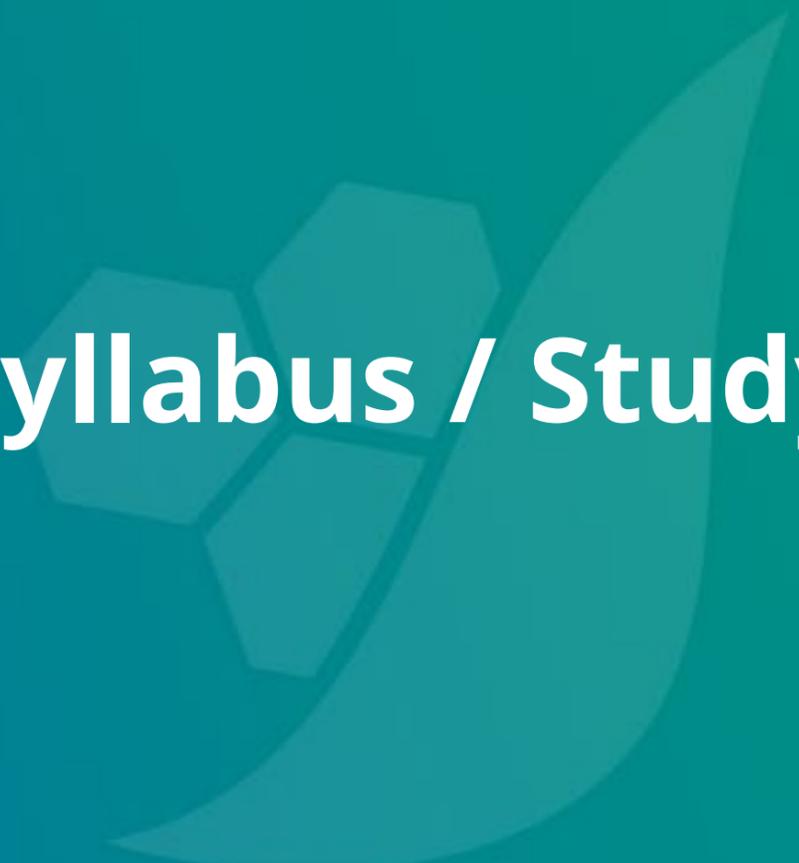
## Part II

### HiWi position

- Take a part-time position either at Inatech or Fraunhofer to gain insight into a specific topic.
- Focus on obtaining a technical part-time position during your studies, preferably relevant to your future goals and interests.
- Search for a Hiwi job in your desired area, this will help in job application process later.
- If you plan to stay in academia, try to find a HiWi position as early as possible to gain experience by getting involved in research activities.

### General

- Learn the German language.
- Try to take advantage of opportunities as much as possible; don't hesitate to ask questions or seek help.
- Enjoy your time at INATECH. You'll find great professors, a good environment, and a wonderful city. Cherish these moments; you'll miss this time later.
- Enjoy this unique student experience! :-)



# SSE Syllabus / Study Plan

# Your individual study plan

We provide no ready-made schedule, so it is your decision which course you take and when. Just follow the overall rules of the exam regulations.

Three important documents inform you about study requirements, modules and courses. Please make yourself familiar with these documents:

[Examination Regulations](#)

[Module Handbook\\*](#)

[Course Catalogue](#)

\* Always check the latest version on SSE webpage

# Your individual study plan

## Examination Regulations

- Legal framework
- Students must comply with these regulations
- Gives information on the general structure, repeat attempts, grade improvement etc.
- Available on SSE webpage

## Module Handbook

- Detailed information on the modules
- Additional information on the organization of your studies
- Updated ca. once per year
- Available on SSE webpage

## Course Catalogue

- Lists the courses for one specific semester, e.g. winter semester 2024/25
- Details on the classes (time, date and room)
- Updated for each semester
- Available via HISinOne

# Important Terminology



## Module

- Consists of several items (for example: lecture, exercise, PL and SL)
- ECTS credits are awarded for the entire module, not for completing parts of it



## Types of Classes

- Part of a module
- Lecture – Vorlesung (V)
- Exercise – Übung (Ü)
- Lab course – Praktikum/Praktische Übung (Pr)
- Seminar – Seminar (S)



## Two types of assessments:

### Studienleistung, SL

- Part of a module
- Can be either graded or pass/fail, but are usually non-graded
- If graded, the grade does not count towards the grade point average (GPA)
- No negative consequences if failed (other than the need to repeat it the next time the class is offered)



### Prüfungsleistung, PL

- Part of a module
- Are always graded
- Grade counts towards GPA
- Strict rules apply and the repeat attempts are limited

# Three Technical Concentration Areas

Energy Systems  
Engineering

Resilience  
Engineering

Sustainable  
Materials  
Engineering

Interdisciplinary  
Profile

You have the flexibility to focus on the preferred concentration areas and form your own and individual curriculum!

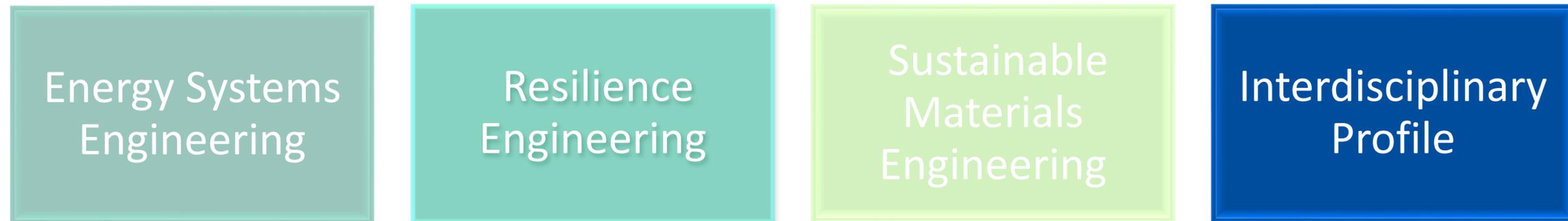
There are three technical concentration areas. Each consists of 3-4 defined Mandatory Elective Modules and a further selection of modules. Within each area, **min. 2 Mandatory Elective Modules** need to be completed as well as a **min. of 6 ECTS** credits from the **Further Selection catalog** or the remaining Mandatory Elective Modules .

**In other words, ECTS credits need to be earned in all 3 areas, and at least 18 ECTS points in each.**

## **Tip: Which modules should you choose for the 1<sup>st</sup> semester?**

- Our recommendation: Start with the Mandatory Elective Modules since they form the “basis” for other courses.
- When planning and choosing the modules, keep their semester cycle in mind. Most modules are only offered once a year.

# Interdisciplinary Profile (IP)



Within the **Interdisciplinary Profile**, a minimum of 6 ECTS credits need to be earned.

There is the possibility to select one elective *Module outside the Subject Area* with a maximum of 6 ECTS credits. In order to differentiate between *Modules related to the Subject Area* and *Modules outside the Subject Area*, we created two lists which you can find in the module handbook.

## Tip:

- If you want to take a module which is not mentioned in the module handbook, follow the process to get approval described in the module handbook and mind the deadlines (April 1/October 1).
- Courses at other faculties might not follow the 3-6-9 ECTS credit system we have at the Faculty of Engineering and might have different booking periods.

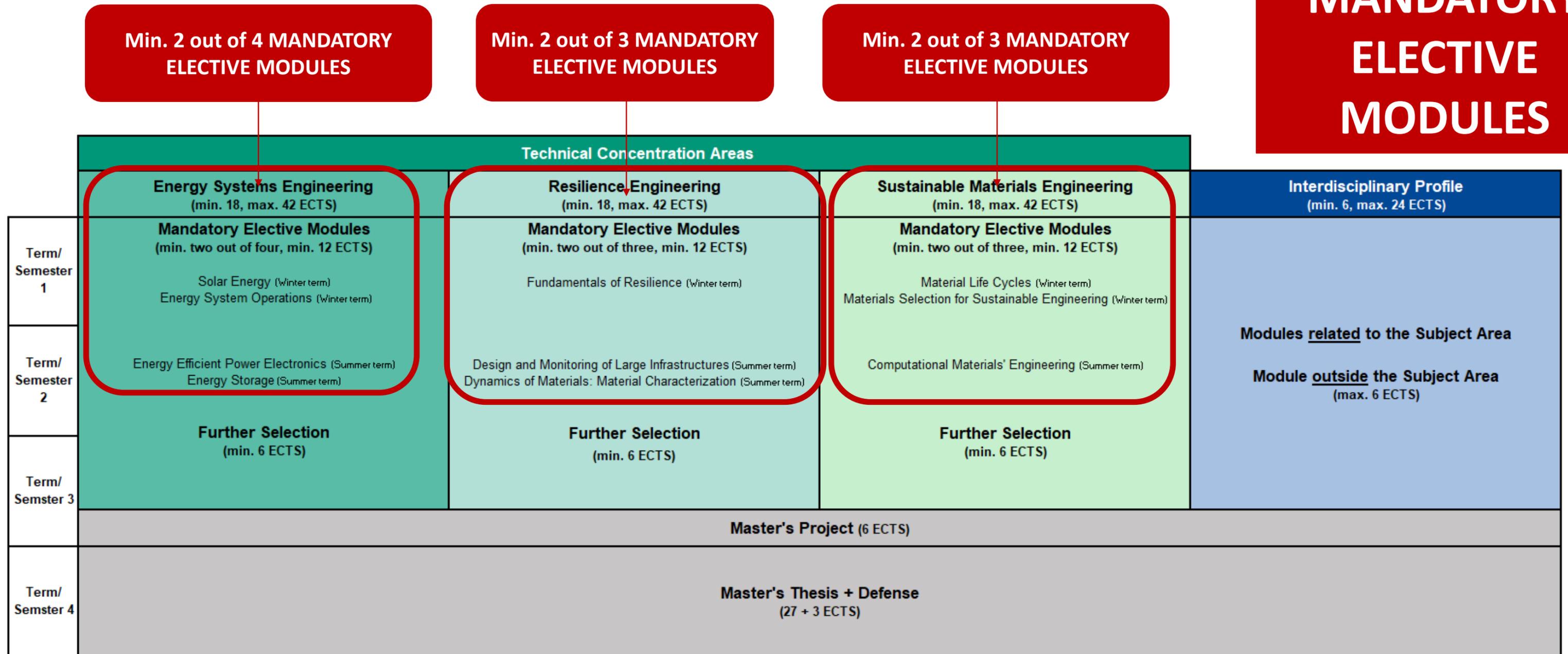
# M.Sc. SSE framework (based on the *Examination Regulations 2021*)

Technical Concentration Areas				
	Energy Systems Engineering (min. 18, max. 42 ECTS)	Resilience Engineering (min. 18, max. 42 ECTS)	Sustainable Materials Engineering (min. 18, max. 42 ECTS)	Interdisciplinary Profile (min. 6, max. 24 ECTS)
Term/ Semester 1	<b>Mandatory Elective Modules</b> (min. two out of four, min. 12 ECTS)  Solar Energy (Winter term) Energy System Operations (Winter term)	<b>Mandatory Elective Modules</b> (min. two out of three, min. 12 ECTS)  Fundamentals of Resilience (Winter term)	<b>Mandatory Elective Modules</b> (min. two out of three, min. 12 ECTS)  Material Life Cycles (Winter term) Materials Selection for Sustainable Engineering (Winter term)	<b>Modules <u>related</u> to the Subject Area</b>  <b>Module <u>outside</u> the Subject Area</b> (max. 6 ECTS)
Term/ Semester 2				
Term/ Semester 3	<b>Further Selection</b> (min. 6 ECTS)	<b>Further Selection</b> (min. 6 ECTS)	<b>Further Selection</b> (min. 6 ECTS)	
	<b>Master's Project (6 ECTS)</b>			
Term/ Semester 4	<b>Master's Thesis + Defense (27 + 3 ECTS)</b>			

**Info:** ECTS is a standard for comparing the study attainment and performance of students of higher education across the European Union and other collaborating European countries. For successfully completed studies in the master's program *Sustainable Systems Engineering* 120 ECTS credits are awarded. One ECTS credit equals on average 30 hours of workload.

For more information, see the **Subject-Specific** and **General Examination Regulations**. They both set the legal framework for the studies. The available modules/courses are listed and described in detail in the **Module Handbook**.

# MANDATORY ELECTIVE MODULES



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## M.Sc. SSE framework (based on the *Examination Regulations 2021*)

# ELECTIVE MODULES – Further Selection – Technical Concentration Areas

Technical Concentration Areas				
	Energy Systems Engineering (min. 18, max. 42 ECTS)	Resilience Engineering (min. 18, max. 42 ECTS)	Sustainable Materials Engineering (min. 18, max. 42 ECTS)	Interdisciplinary Profile (min. 6, max. 24 ECTS)
Term/ Semester 1	<b>Mandatory Elective Modules</b> (min. two out of four, min. 12 ECTS)  Solar Energy (Winter term) Energy System Operations (Winter term)	<b>Mandatory Elective Modules</b> (min. two out of three, min. 12 ECTS)  Fundamentals of Resilience (Winter term)	<b>Mandatory Elective Modules</b> (min. two out of three, min. 12 ECTS)  Material Life Cycles (Winter term) Materials Selection for Sustainable Engineering (Winter term)	<b>Modules <u>related</u> to the Subject Area</b>  <b>Module <u>outside</u> the Subject Area</b> (max. 6 ECTS)
Term/ Semester 2	Energy Efficient Power Electronics (Summer term) Energy Storage (Summer term)  <div style="border: 2px solid red; border-radius: 15px; padding: 5px; text-align: center;"> <b>Further Selection</b> (min. 6 ECTS)                 </div>	Design and Monitoring of Large Infrastructures (Summer term) Dynamics of Materials: Material Characterization (Summer term)  <div style="border: 2px solid red; border-radius: 15px; padding: 5px; text-align: center;"> <b>Further Selection</b> (min. 6 ECTS)                 </div>	Computational Materials' Engineering (Summer term)  <div style="border: 2px solid red; border-radius: 15px; padding: 5px; text-align: center;"> <b>Further Selection</b> (min. 6 ECTS)                 </div>	
Term/ Semster 3	<b>Master's Project</b> (6 ECTS)			
Term/ Semster 4	<b>Master's Thesis + Defense</b> (27 + 3 ECTS)			

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M.Sc. SSE framework (based on the *Examination Regulations 2021*)

# ELECTIVE MODULES – Interdisciplinary Profile

Technical Concentration Areas				Interdisciplinary Profile (min. 6, max. 24 ECTS)
Energy Systems Engineering (min. 18, max. 42 ECTS)	Resilience Engineering (min. 18, max. 42 ECTS)	Sustainable Materials Engineering (min. 18, max. 42 ECTS)		
<b>Term/ Semester 1</b>  <b>Mandatory Elective Modules</b> (min. two out of four, min. 12 ECTS)  Solar Energy (Winter term) Energy System Operations (Winter term)	<b>Term/ Semester 1</b>  <b>Mandatory Elective Modules</b> (min. two out of three, min. 12 ECTS)  Fundamentals of Resilience (Winter term)	<b>Term/ Semester 1</b>  <b>Mandatory Elective Modules</b> (min. two out of three, min. 12 ECTS)  Material Life Cycles (Winter term) Materials Selection for Sustainable Engineering (Winter term)	<b>Modules <u>related</u> to the Subject Area</b>  <b>Module <u>outside</u> the Subject Area</b> (max. 6 ECTS)	
<b>Term/ Semester 2</b>  Energy Efficient Power Electronics (Summer term) Energy Storage (Summer term)  <b>Further Selection</b> (min. 6 ECTS)	<b>Term/ Semester 2</b>  Design and Monitoring of Large Infrastructures (Summer term) Dynamics of Materials: Material Characterization (Summer term)  <b>Further Selection</b> (min. 6 ECTS)	<b>Term/ Semester 2</b>  Computational Materials' Engineering (Summer term)  <b>Further Selection</b> (min. 6 ECTS)		
<b>Term/ Semester 3</b>	<b>Term/ Semester 3</b>	<b>Term/ Semester 3</b>		
<b>Master's Project (6 ECTS)</b>				
<b>Master's Thesis + Defense (27 + 3 ECTS)</b>				
<b>Term/ Semester 4</b>				

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M.Sc. SSE framework (based on the *Examination Regulations 2021*)

# MANDATORY MODULES

Technical Concentration Areas							
	Energy Systems Engineering (min. 18, max. 42 ECTS)	Resilience Engineering (min. 18, max. 42 ECTS)	Sustainable Materials Engineering (min. 18, max. 42 ECTS)	Interdisciplinary Profile (min. 6, max. 24 ECTS)			
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Term/ Semester 2					Energy Efficient Power Electronics (Summer term) Energy Storage (Summer term)	Design and Monitoring of Large Infrastructures (Summer term) Dynamics of Materials: Material Characterization (Summer term)	Computational Materials' Engineering (Summer term)
Term/ Semster 3					<b>Further Selection</b> (min. 6 ECTS)	<b>Further Selection</b> (min. 6 ECTS)	<b>Further Selection</b> (min. 6 ECTS)
<b>Master's Project (6 ECTS)</b>							
<b>Master's Thesis + Defense (27 + 3 ECTS)</b>							

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## M.Sc. SSE framework (based on the *Examination Regulations 2021*)

In all areas together, the Technical Concentration Areas and the Interdisciplinary Profile, a maximum of 84 ECTS credits can be earned!

Technical Concentration Areas				Interdisciplinary Profile (min. 6, max. 24 ECTS)
Energy Systems Engineering (min. 18, max. 42 ECTS)	Resilience Engineering (min. 18, max. 42 ECTS)	Sustainable Materials Engineering (min. 18, max. 42 ECTS)		
<b>Mandatory Elective Modules</b> (min. two out of four, min. 12 ECTS) Solar Energy (Winter term) Energy System Operations (Winter term)	<b>Mandatory Elective Modules</b> (min. two out of three, min. 12 ECTS) Fundamentals of Resilience (Winter term)	<b>Mandatory Elective Modules</b> (min. two out of three, min. 12 ECTS) Material Life Cycles (Winter term) Materials Selection for Sustainable Engineering (Winter term)	<b>Modules <u>related</u> to the Subject Area</b>  <b>Module <u>outside</u> the Subject Area</b> (max. 6 ECTS)	
Energy Efficient Power Electronics (Summer term) Energy Storage (Summer term)	Design and Monitoring of Large Infrastructures (Summer term) Dynamics of Materials: Material Characterization (Summer term)	Computational Materials' Engineering (Summer term)		
<b>Further Selection</b> (min. 6 ECTS)	<b>Further Selection</b> (min. 6 ECTS)	<b>Further Selection</b> (min. 6 ECTS)		
<b>Master's Project (6 ECTS)</b>				
<b>Master's Thesis + Defense</b> (27 + 3 ECTS)				

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## M.Sc. SSE framework (based on the *Examination Regulations 2021*)

Technical Concentration Areas				SL
	Energy Systems Engineering (min. 18, max. 42 ECTS)	Resilience Engineering (min. 18, max. 42 ECTS)	Sustainable Materials Engineering (min. 18, max. 42 ECTS)	Interdisciplinary Profile (min. 6, max. 24 ECTS)
Term/ Semester 1	<b>Mandatory Elective Modules</b> (min. two out of four, min. 12 ECTS) Solar Energy (Winter term) Energy System Operations (Winter term) <b>PL+SL</b>	<b>Mandatory Elective Modules</b> (min. two out of three, min. 12 ECTS) Fundamentals of Resilience (Winter term) <b>PL</b>	<b>Mandatory Elective Modules</b> (min. two out of three, min. 12 ECTS) Material Life Cycles (Winter term) Materials Selection for Sustainable Engineering (Winter term) <b>PL</b>	<b>Modules <u>related</u> to the Subject Area</b>  <b>Module <u>outside</u> the Subject Area</b> (max. 6 ECTS)
Term/ Semester 2	Energy Efficient Power Electronics (Summer term) Energy Storage (Summer term) <b>PL</b>	Design and Monitoring of Large Infrastructures (Summer term) Dynamics of Materials: Material Characterization (Summer term) <b>PL</b>	Computational Materials' Engineering (Summer term) <b>PL+SL</b>	
Term/ Semester 3	<b>Further Selection</b> (min. 6 ECTS)	<b>Further Selection</b> (min. 6 ECTS)	<b>Further Selection</b> (min. 6 ECTS) <b>PL, and may also require a SL</b>	
	<b>Master's Project (6 ECTS)</b> <b>SL</b>			
Term/ Semester 4	<b>Master's Thesis + Defense</b> (27 + 3 ECTS) <b>PL</b>			

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## M.Sc. SSE framework (based on the *Examination Regulations 2021*)

# Syllabus: Summary and Rules

- 3 technical concentration areas with 18-42 ECTS credits each
  - Interdisciplinary Profile (IP) with 6-24 ECTS credits
  - 84 ECTS credits have to be earned in all three technical concentration areas and the IP together.
- 
- You are not allowed to take more courses than necessary to meet these requirements.
  - Once you have passed a module, it cannot be deleted from your transcript.
  - In general, you have to plan to hit the 84 ECTS credits (no massive „overshooting“ of credits).
  - Language classes cannot be counted towards your SSE syllabus.

# Syllabus: Format of Courses

Depends strongly on the teacher:

- Compulsory attendance: yes / no
- Compulsory exercises
- Theoretical or practical
- Starting time c.t. or s.t. ("10 c.t." means "10:15", "10 s.t." means "10 sharp")
- Boring or entertaining 😊

## Tip:

- Always attend the first session of a course.
- Be there on time! If you are unsure whether a course is c.t. or s.t., come for the s.t. time in the first session.
- Towards the end of the lecture period there is the opportunity for a written evaluation of each course  
→ **please use it !**



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# How to Register for Courses and Exams

# Signing up for classes - 1

## Process:

- **Read your examination regulations and consult the module handbook!**
- Feel free to take a look at the entire course catalog of the university, but please sign up for classes **only via the Planer of Studies.**
- Make use of the [Step-by-step Course Registration Guide](#).
- Please note: Different types of classes have different [booking periods](#).

## Tip:

- In later semesters, take stock of what you have already passed and which modules you started before you plan your next semester. Pay special attention if you failed an exam and will have to repeat it.

# Signing up for classes - 2

## Possible issues:

- If you have issues while signing up for classes, contact me at [study@inatech.uni-freiburg.de](mailto:study@inatech.uni-freiburg.de). Please include your full name, matriculation number, name of the class and, ideally, a screenshot.
- If you cannot sign up for a mandatory elective class in your first semester because it is fully booked or end up on the waiting list, contact me.
- If you forgot to sign up for a class, contact the lecturer and ask whether it is feasible that you join late.
- Do not contact the examination office about class registration!

## Tip:

- To make sure you are correctly registered, we recommend **saving/printing the list of your course enrollments and exam registrations** from HISinOne: My Studies -> My course enrollments and exam registrations
- Wiki: [My course enrollments and exam registrations - Campusmanagement \(uni-freiburg.de\)](#)

# Signing up for exams – A little heads-up

- **Signing up for exams is a separate step from class registration.**
- You cannot attend the exam without a proper registration.
- Pay attention to the [dates and deadlines for exam registration](#).
- If there are issues with exam registration, contact the [examination office](#) during the registration period

## Tip:

- The examination office will have an info session later in the semester (November). Make sure to attend it!
- The transcript of records shows exams you have registered for, passed or failed. Download a transcript of records once the grades from the previous semester are in. Use it as a starting point for planning your next semester.



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# Where to find your Transcript of Records

**Wiki:** [My Achievements/Transcript of Records - Campusmanagement \(uni-freiburg.de\)](#)

You can find your transcript of records in HISinOne under:

**'My Studies' → 'My achievements'.**

Under 'Reports' you can download your transcript of records in different versions.

**My achievements**

**Achievement Data**

Expand all Collapse all Customize

Notation	Number	Attempt	Cancellation	Grade	ECTS	Malus	Status	Free trial	Annotation	Exception	Actions
[-] Master of Science (M.Sc.), Neuroscience, Hauptfach, PO 2016											
[-] M.Sc. Grade Point Average											
[-] ECTS credits earned	09LE03KT-9991-88/926 /0/2016	1			21.0		PV	regular achievement		No	
[+] Foundations of Neuroscience	09LE03MO-NF	1			9.0		PV	regular achievement		No	
[+] Methods in Neuroscience	09LE03MO-NM	1			12.0		PV	regular achievement		No	

**Study history**

**Reports**

Please note:

- Exam plans and achievement data in HISinOne are updated only for degree programs where the examination administration is already moved to HISinOne.
- For other degree programs the exam plans can be found in the LSF system.

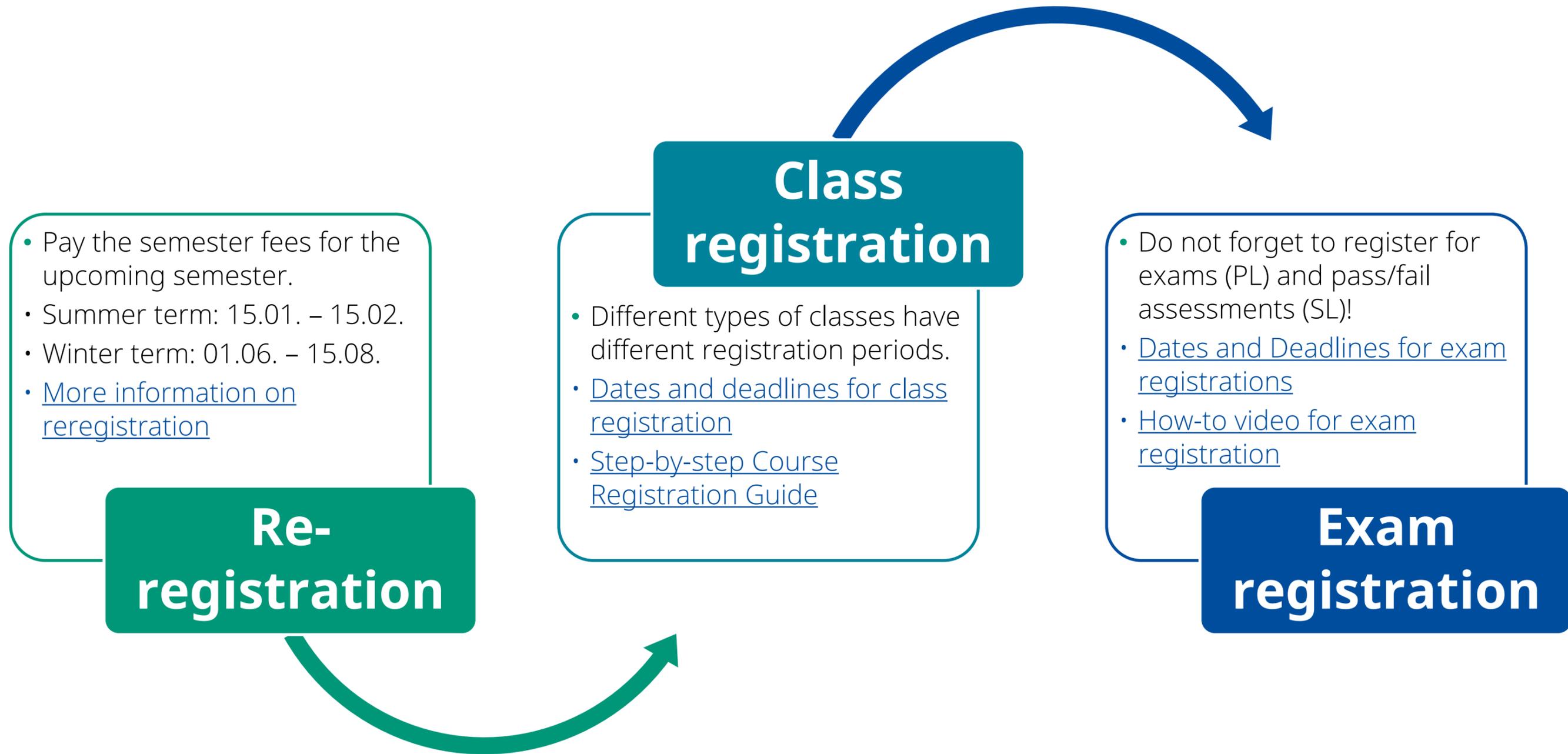
EXA 251 - Leistungsübersicht - Studierende [PDF]

EXA 251(e) - Leistungsübersicht - Studierende (englisch) [PDF]

EXA 251b - Leistungsübersicht - Studierende (bestandene Leistungen) [PDF]

EXA 251b(e) - Leistungsübersicht - Studierende (englisch, bestandene Leistungen) [PDF]

# Steps to remember each semester





**Further Information**

# Get important information

## Sign up for university-wide newsletters

- Use [myAccount](#) to sign up for important newsletters. You will find a list of options under the tab *mail- and lists administration*

## Check your Faculty of Engineering email address

- The email address will be created for you automatically and you will get an email with the login. Make sure to use it!

## Sign up for mailing lists at the Faculty of Engineering

- You will be automatically signed up for the mailing list **„Student“**. In addition, you [may sign up](#) for the mailing list **„Markt“**.

## Check the INATECH Website and the Website of the Faculty of Engineering

- The [Study FAQs](#) in particular offer information on a wide array of topics

Get additional information by following our INATECH LinkedIn page 😊



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# Information and events (offline/online) for new students

- [Information and orientation events offered by the Student Service Center](#)
- [Welcome Days offered by the Student Service Center](#)
- [Information and orientation events offered by the Faculty of Engineering](#)
- [Orientation events offered by the Student Council \(Fachschaft\)](#)
- [Life in Freiburg - the first steps](#)
- [Welcome Guide for International Students](#) (for Germans as well)
- [Manual for the campus management system HISinOne](#)
- [Calendar and Dates at the Faculty of Engineering](#)
- [A to Z – Study FAQ at the Faculty of Engineering](#)
- [Information on the campus life in general](#)



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# Contacts and areas of responsibility

Lecturers	Study Coordinators	SSE Academic Advisors	IAS / SCS	SWFR
<ul style="list-style-type: none"><li>• Course-related questions</li><li>• Literature and learning materials, etc.</li><li>• Thesis topics</li></ul>	<ul style="list-style-type: none"><li>• Study planning decisions, examination regulations, credits, confirmation letters, etc.</li><li>• Issues with class registration</li></ul>	<ul style="list-style-type: none"><li>• Academic Mentoring</li></ul>	<ul style="list-style-type: none"><li>• Advice for international students</li><li>• Re-registration</li><li>• Leave of absence</li><li>• Tuition fees</li></ul>	<ul style="list-style-type: none"><li>• Housing</li><li>• Financial aid</li><li>• Social and Psychotherapeutic counselling</li></ul>

# SSE Academic Support

## DEAN OF STUDIES



*Prof. Dr. Anke Weidlich*

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## PROGRAM COORDINATORS



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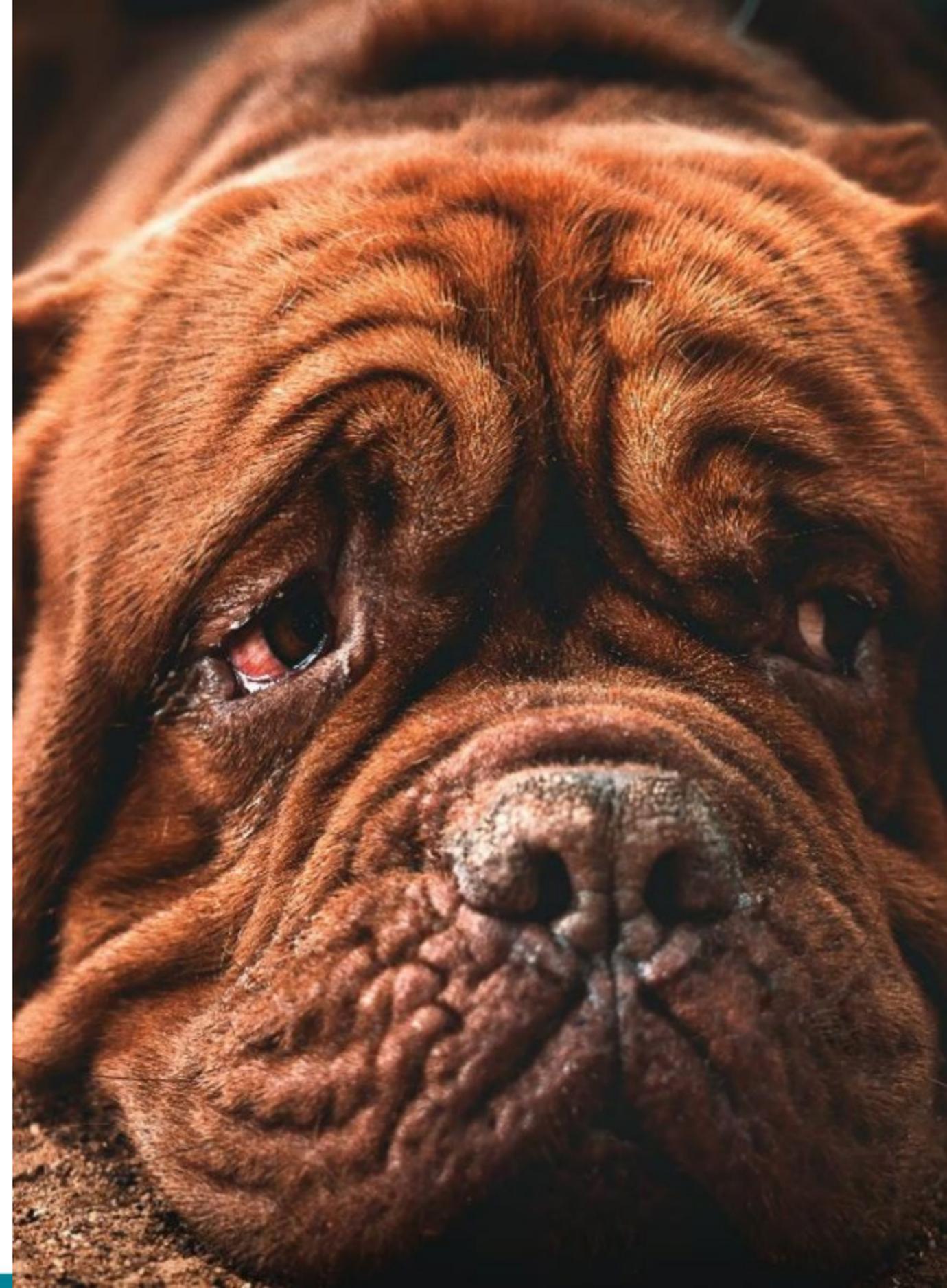
# Mental Health Support

You will face challenges during your studies. This is completely normal. When students get overwhelmed by stress, anxiety or other mental health situations, there are many ways to get support.

## **In case of emergencies**

- emergency call 112
- list of possibilities for [emergency assistance](#) on the university's website
- service and contact points for [diversity issues](#)

The website of the Student Service Center offers further information and services concerning [student mental health](#).



# Good scientific practice

- **Only constructive criticism**
- **Honesty in science:** if you take anything (text, code, images) from somewhere else, even if only partially, you must state this.
- **Effective information request:** contact the right employee/functional body with a clearly formulated question. Be polite and always state your full name and matriculation number. Add a screenshot of the problem if applicable.
- **Good communication:** Write complete emails and wait a reasonable amount of time before sending a reminder, do not include many people in CC.



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# Some tips for living in Germany 😊

## 1) Medical

- Register with a general physician office (Hausarztpraxis)
- Be prepared to get some appointments (Termin) with medical specialists at least 2-3 months in advance. You may need a referral from a general physician.
- In case of emergencies (heavy bleeding, broken bones, trouble breathing etc.) go to the hospital or call an ambulance.
- Be careful with ticks. Freiburg is located in high risk area for tick-borne encephalitis (TBE). Consult your doctor about vaccine options.
- Pharmacies are closed on weekends. For urgent cases, check the [list of emergency pharmacies](#)



# Some tips for living in Germany 😊

## 2) General

- Learn how to separate waste correctly. The [city of Freiburg has a website](#) where you can find out which waste goes into which bin. It's in German, but still useful if you use a translating tool.
- Keep in mind that shops are closed on Sunday 😊
- Check German courses from SLI and find yourself a tandem partner to practice the language
- Check [Uni Sport offerings](#) for different courses with a reduced student price
- Enjoy the wonderful nature of the region. With a semester ticket or Deutschlandticket you can reach mountains, lakes, waterfalls and forests!



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# Sustainability Talks 2024/2025

## Interdisciplinary Lectures

Beyond Renewables – Technology and the Race to Net Zero

**14.11.2024** Prof. Dr.-Ing. Carlos J. Jiménez Härtel, Spacewalk VC

The Responsibility of the Scientist in Communicating the Sustainability Crisis

**28.11.2024** Prof. Dr. Jürgen Rödel, TU Darmstadt

Sustainability as a Value Driver

**12.12.2024** Dr. Renata Jovanovic, Deloitte AG

TBA

**09.01.2025** Nicole Kurek, SICK AG

TBA (HS 026)

**23.01.2025** Karel Golta, Indeed Innovation GmbH

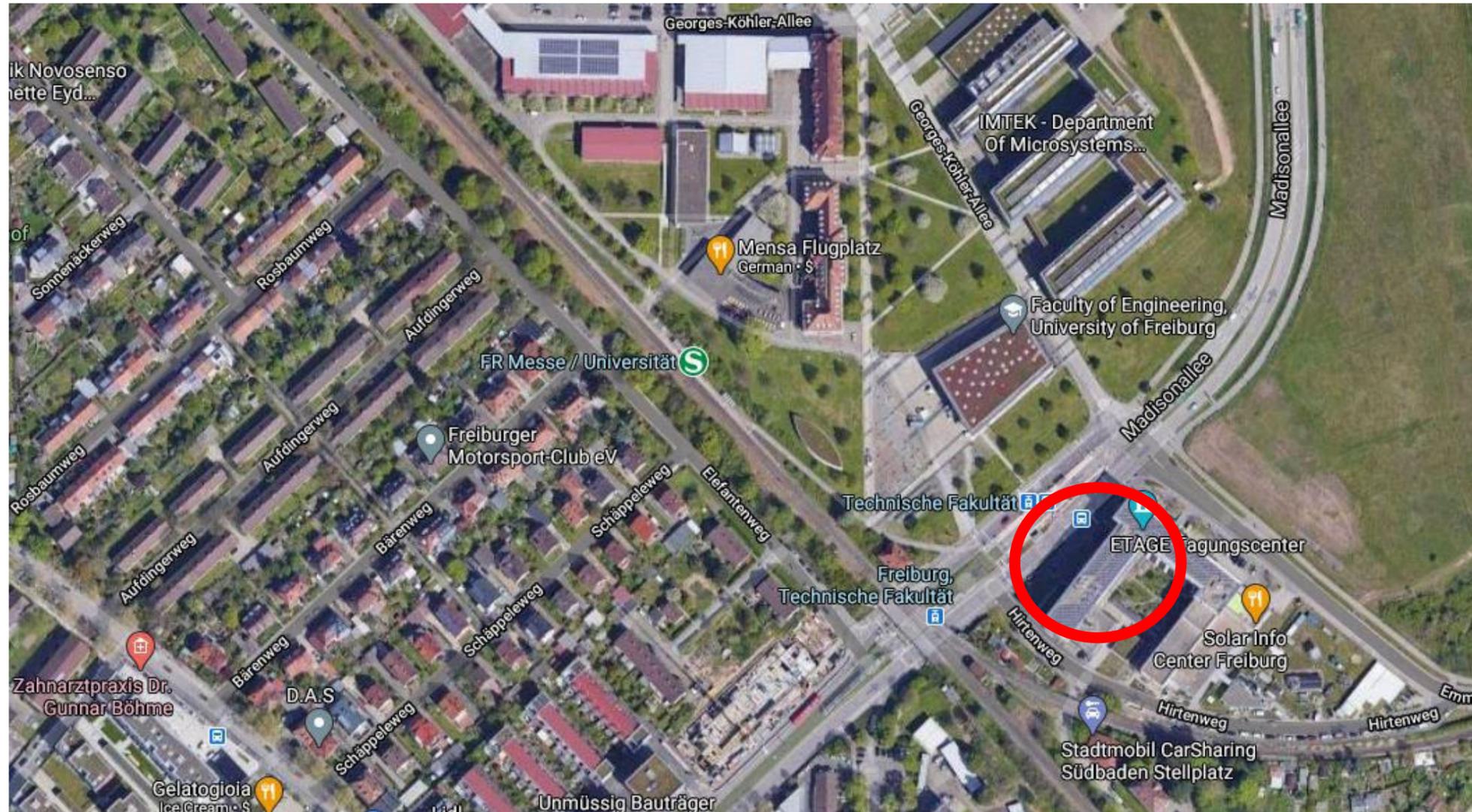
The Future of Laundry: Collaborative Approaches to Circular Economy and Sustainability

**30.01.2025** Dipl.-Ing. Uwe Schaumann, Miriam Vogt, Prof. Dr. Thomas Speck, E.G.O. Elektro-Gerätebau GmbH

6:15 pm

Faculty of Engineering, 101-02-016/18 (except 23.01.25)

program soon to be found [here](#).



## Location

*Solar Info Center*  
Emmy-Noether-Straße 2, 2nd floor north  
79110 Freiburg

Appointments upon request.



# Q & A Session

# Q&A: Exam repeat & improvement of a grade

- Assessments graded “not adequate” (5.0) or considered as failed, can be repeated **once**.
- A **maximum of two** failed graded assessments (which consist of a written or oral Examination) **can be repeated a second time (third attempt in total)**.
- If you fail a graded assessment (PL) in any of the technical concentration areas, you will be automatically re-registered for the retake attempt in the next semester.
- You may retake **one successfully completed graded assessment** (written or oral) once to improve your grade. This retake must be done on the next regular examination date or, at the latest, by the end of your third semester. The graded assessment with the better grade will be considered

1st attempt	2nd attempt	3rd attempt
✗	✗	✓
✗	✗	✓
✗	✓	
✗	✓	

Current semester	Next semester
Failed exam	Retake registration



# Q&A: How to get out of (re-)taking a graded assessment (PL)?

- Before the first attempt of the exam has taken place:  
Deregister in time!  
If you deregister successfully, you do not have to take the exam or finish the module. You can sign up for the exam again in a later semester if you want to.
- After the first failed attempt  
You can switch modules only one single time during your studies (not one time per module/technical concentration area!): send an email with all relevant information to the examination office in good time before the second attempt  
See slide 14 for details
- After the second failed attempt  
You cannot switch modules or deregister  
You will have to finish the module

**Adhere to the rules, regulations, dates and deadlines by the [examination office](#).**

## Q&A: Missing an exam

- If you do not attend an exam that you registered for, it counts as failed and you lose one attempt.
- Unless you have a valid excuse:
  - Due to illness: you need to provide a doctor's note to the examination office
  - Due to emergency in family, etc.: contact examination office immediately

**More information:** <https://www.tf.uni-freiburg.de/en/studies-and-teaching/a-to-z-study-faq/withdrawl-from-exams>

# Q&A: Thesis

- Can I take courses simultaneously while doing my thesis?  
Yes, you can. If you are in a repeat attempt, you might even have to. It is not advisable to do too much during the time you work on your thesis, because it is already a full workload.
- Am I automatically assigned a supervisor/examiner?  
No, you are not automatically assigned a supervisor/examiner or a topic. If you like a particular topic or professor, it is a good starting point for planning your thesis and start a conversation about it.
- Can I write my thesis with a company/Fraunhofer Institute?  
Yes, you can. You are not allowed to be paid for your thesis, but there might be some overlap between your work for the company and your thesis. Make sure your boss at the company and the examiner of your thesis agree on the focus of your thesis.

# Q&A: Attendance

- Which courses do have mandatory attendance?  
Lectures do not have mandatory attendance, but exercises, seminars and lab courses usually do. Check the module handbook to see whether attendance is required. If it is, it should be part of the “Studienleistung”.
- What is considered “regular attendance”?  
Mandatory “regular attendance” means that you can only miss 15% of a course and another 15% if you have a valid excuse, such as illness. If you miss 15-30% overall, the lecturer should offer you an additional assignment to make up for the time you have missed.
- I’m not in Freiburg yet, can I attend exercises/lab courses later?  
It depends on whether there are still seats available and exactly how many sessions you will have missed. Contact the lecturer and ask.

# Q&A: Courses

- Two courses clash. What should I do?

Courses cannot be moved to accommodate specific students. If two courses (for example a lecture and an exercise from another module) clash, you could decide to work on the lecture material on your own and attend the exercise. Or you decide to only take one of the modules and postpone the other to next year.



**INATECH**  
INSTITUT FÜR NACHHALTIGE  
TECHNISCHE SYSTEME

## **CONTACT PROGRAM COORDINATION**

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79110 Freiburg

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[study@inatech.uni-freiburg.de](mailto:study@inatech.uni-freiburg.de)

Appointments upon request.



**Have a good start!**