INTERNATIONAL STUDENTS INFORMATION

Fachschaft MACH/CIW
FIRST OF ALL: WELCOME AT KIT!

Fachschaff MACH/CIW
FIRST THINGS FIRST...

What you will have after this talk:

• Overview of your study journey and „survival“-tips for life at university
• Presentation as a first approach for later questions
• List of important contacts for further questions

What will not be shown to you:

• Step by step guide to organize your studies.

Don’t panic, if the information given to you overwhelms you! This is a first orientation to get a overview!
This is a first time event for us as the FACHSCHAFT. Please give us your feedback after the information event.

Most of the information shown to you will be redundant with the German information events later this day. Only the specific regulations in the single courses of study will differ. You are invited to these information events, but keep in mind that we will not be able to translate them!
WHO ARE WE?

Get to know the Fachschaft
FACHSCHAFT

- Student Council → We represent students
- Representation in official committees at KIT → department council, → examination board, ...
- Consulting of Students for Students
- Sale of old exams
- Organization of student events → Winter or summer party, O-Phase, ...

If you are interested in joining the Fachschaft, just join the O-Phase-Event “Hinter den Kulissen” or speak to students in the Fachschaft

Consultation hours:
Mo, We, Fr
12:30 pm – 02:30 pm
WHO DO WE REPRESENT?

KIT Department of Mechanical Engineering
– Mechanical Engineering (MACH)
– Mechanical Engineering International (MEI)
– Material Science and Engineering (MATWERK)
– Mechatronics and Information Technology (MIT)
– Naturwissenschaft und Technik (NWT) (teachers degree in Germany)

KIT Department of Chemical and Process Engineering
– Chemical and process engineering (CIW)
– Bioengineering (BIW)
SEMESTER EMAIL-DISTRIBUTOR

Relevant information for your studies like:

• Start of old exam sales
• excursions at companies
• Crew for the O-Phase
• Departments teaching award

https://www.fs-fmc.kit.edu/semesterverteiler
LEGAL FRAMEWORK
THE SPO: YOUR „CONSTITUTION“

- Studien- und Prüfungsordnung (SPO)
  - Studies- and examination regulation
- Regulates every juristic question of your studies, like...
  - duration of studies
  - structure of studies
  - structure and regulations for examination
  - adjustment for disadvantages (like chronical illness, ...)
  - ... 

This is not relevant for the everyday student life but is worth a look if you have any questions!

https://www.ciw.kit.edu/2590.php
THE SPO: YOUR „CONSTITUTION“

Kind of Degree:
Bachelor of Science (B.Sc.)

Regular time for your studies:
6 semesters

Maximum time for your studies:
9-12 semesters depending on course of study

Credit Points (ECTS):
180

https://www.ciw.kit.edu/2590.php
CREDIT POINTS (LP)

- German: Leistungspunkte → LP
- Every successful examination grants LP
- Measure for time consumption of a course
- Can be achieved overseas!

1 LP: ~ 30h

Semester:
~ 30 LP

Bachelor:
180 LP

LP are also called ECTS: European Credit Transfer System
ORIENTATION EXAMS

Attention:

✓ Must be written the first time until the end of the second semester

✓ Must be passed until the end of the third semester

MACH (german):
• TM I
• AM I
MEI (english)
• TM I
• AM I
• TM II
MIT (german)
• TM I
• LEN
CIW (german)
• AM I
• AOC
BIW (german)
• AM I
• Bing I: Genetik und Zellbiologie
THE MODUL HANDBOOK

• Regulation for modules in your study, including...
  ... a list of all mandatory and chooseable courses
  ... content of the module
  ... ECTS
  ... requirements
  ... catalogue for chooseable courses in a module

Relevant source of information for everyday student life, really worth a look!

https://www.ciw.kit.edu/1659.php
# 5.4 Fundamentals of Engineering

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>M-MACH-106380</td>
<td>Electrical Engineering and Mechatronics</td>
<td>8 CR</td>
</tr>
<tr>
<td>M-MACH-106376</td>
<td>Manufacturing Technology and Materials Science</td>
<td>15 CR</td>
</tr>
<tr>
<td>M-MATH-102859</td>
<td>Advanced Mathematics</td>
<td>21 CR</td>
</tr>
<tr>
<td>M-MACH-106388</td>
<td>IT and Data Science</td>
<td>7 CR</td>
</tr>
<tr>
<td>M-MACH-106375</td>
<td>Mechanical Design</td>
<td>20 CR</td>
</tr>
<tr>
<td>M-MACH-106379</td>
<td>Machines and Processes of Energy Conversion</td>
<td>7 CR</td>
</tr>
<tr>
<td>M-MACH-102564</td>
<td>Measurement and Control Systems</td>
<td>7 CR</td>
</tr>
<tr>
<td>M-MACH-105902</td>
<td>Sustainable Production Economics</td>
<td>5 CR</td>
</tr>
<tr>
<td>M-MACH-106381</td>
<td>Project</td>
<td>5 CR</td>
</tr>
<tr>
<td>M-MACH-106378</td>
<td>Fluid Mechanics</td>
<td>7 CR</td>
</tr>
<tr>
<td>M-MACH-106374</td>
<td>Engineering Mechanics</td>
<td>21 CR</td>
</tr>
<tr>
<td>M-MACH-106377</td>
<td>Technical Thermodynamics</td>
<td>14 CR</td>
</tr>
</tbody>
</table>
A MODUL

- Competence certificate
- Prerequisites
- Competence goals

- Content
- Workload (In class and independent) → Only estimated, can differ!
- Learning Type
YOUR STUDIES
HOW TO STUDY AT UNIVERSITY

You have:

• A list of courses you have to pass
• Your own responsibility to reach your study goal
• Most of the time very condensed and fast contents in lectures, faster than in school!
INTERDISCIPLINARY QUALIFICATION

SpZ

ZAK

HoC
House of Competence
LECTURE PERIOD
LESSON TABLES
THE GENERIC COURSE AT KIT

- Lecture
- Practice
- Tutorials
- Pre-requesite
- Examination
THE GENERIC COURSE AT KIT

Lecture
Practice
Tutorials
Pre-requisite
Examination

Attention:

✓ Most courses slightly differ from this generic course structure
THE GENERIC COURSE AT KIT

- Lecturers (mostly professors) are holding their presentation
- Mostly theoretical information and derivations

You are not understanding what your prof is telling you? Don’t panic, you are not alone, and knowledge will come!
THE GENERIC COURSE AT KIT

- Examples will be calculated by lecturers (mostly research associates of the professor)
- Tasks are really close to the examinations
THE GENERIC COURSE AT KIT

Lecture

Practice

Tutorials

Pre-requesite

Examination

- Working in Groups sized like classes in school
- Tasks to calculate alone (or in groups)
- Student tutors or research associates will help you with your questions
  → Big learning effect, very effective in most cases!
THE GENERIC COURSE AT KIT

- Lecture
- Practice
- Tutorials
- Pre-requisite
- Examination

• Pre-Requisite to be able to write your examination
• Mostly homework and online tests, but also maybe laboratories
• Not valued with a grade, but sometimes containing a grade bonus for good participation
THE GENERIC COURSE AT KIT

- Lecture
- Practice
- Tutorials
- Pre-requisite
- Examination

- Written (60 – 180 minutes)
- Oral (10 – 60 minutes)
- Rare: Examinations of a different kind (term papers, …)
- Allowed tools (calculator, dictionary, …) will be announced in advance!
THE GENERIC COURSE AT KIT

- **Lecture**
  - ✓ No attendance duty
  - ✓ No registration needed

- **Practice**
  - ✓ No attendance duty
  - ✓ No registration needed

- **Tutorials**
  - ✓ No attendance duty
  - ✓ Often registration is needed

- **Pre-requisite**
  - ✓ Registration is mandatory

**Attention:**
This general information may differ for your courses! Only the information in the module handbook is mandatory to follow for institutes!
THE FIRST SEMESTER (GENERIC)

23.10
Start lecture period

09.10
Start O-Phase

24.12. – 06.01.
Recess (Holidays)

02.03.
examination in AM1

End of lecture period

Disclaimer: Further information for your specific course of study can be found at the German information event later this day!
RECESS

Examination period
**REGISTRATION FOR EXAMS**

- Examinations regularly are held once in a term
- Registration at [www.campus.studium.kit.edu](http://www.campus.studium.kit.edu)
- Keep in mind: The registration deadlines are varying!
  - Registration will be announced in lectures and practices
  - Best practice: Register ASAP, you can revoke your registration until the last moment!

<table>
<thead>
<tr>
<th>Fristen</th>
</tr>
</thead>
<tbody>
<tr>
<td>Anmeldefrist: 28.04.2023 12:00 - 01.06.2023 12:00</td>
</tr>
<tr>
<td>Anmeldefrist endet in 31 Tagen, 18 Stunden, 32 Minuten</td>
</tr>
<tr>
<td>Abmeldefrist: 28.04.2023 12:00 - 01.06.2023 12:00</td>
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REGISTRATION FOR EXAMS

Help, I can’t register anymore!!!

→ Kindly ask your examinators, if a registration is still possible 📩
→ Sometimes this can be possible!
→ In most cases, you have to write the exam in the next term
RESIGN FROM YOUR EXAM

Written exam:
✓ **Online** until the deadline written in CAS
✓ **In Person** until the start of the examination **without having to name any reason**!

Oral exam:
✓ 3 **Working days before the exam** by e-mailing the secretariat of the examiner
✓ After that you can only resign with a medical certificate!

Attention:
Not showing up to your examination will **be graded with a 5.0**!
# EXAMINATION RESULTS

<table>
<thead>
<tr>
<th>Prüfungsleistungen</th>
<th>Studienleistungen</th>
</tr>
</thead>
<tbody>
<tr>
<td>1,0</td>
<td>1,3</td>
</tr>
<tr>
<td>1,7</td>
<td>2,0</td>
</tr>
<tr>
<td>2,7</td>
<td>3,0</td>
</tr>
<tr>
<td>4,0</td>
<td>sufficient</td>
</tr>
<tr>
<td>5,0</td>
<td>failed</td>
</tr>
</tbody>
</table>

Passed/Failed
I HAVE NOT PASSED MY ORIENTATION EXAM...

First try: Failed
Second try: Failed
Oral Examination

All of this counts as the "second try"

Attention:

- For Orientation exams, you will have to pass latest at the oral examination of your second try!
- The best result of the oral examination can be a 4.0
I HAVE NOT PASSED MY ORAL EXAM...

First Try -> Second Try -> Request for second repetition -> Third try

Failed -> Failed

Attention:

✓ For oral examinations there is no second oral examination
I HAVE NOT PASSED MY WRITTEN EXAM...

- First try: Failed
- Second try: Failed
- Oral examination (second try): Failed
- Request for second repetition
- Oral examination (third try)
  - Third try (written): Failed
  - If request is approved
FAQ EXAMINATIONS

How often are examinations repeated
- In most cases once a term

What consequences will not writing an examination have?
- None (Keep in mind, that there are some deadlines like O-Prüfung!)

How long should I learn for an examination?
- That is a very individual question, but from experience (even if you have never experienced that need in school): Between 4 days and 2 weeks (calculate with more time in the first semester!)

What calculators can we use?
- If they are allowed, mostly non programmable calculators, mostly no graphic calculators!
HOW TO PREPARE FOR EXAMS

• Old Exams (Altklausuren)
  – „official“ old exams from the institutes
  – Mostly in German
  – Only printed due to copyright issues

• Exam protocols (MPPK)
  – Unofficial protocols for written and oral exams written by students
  – Mostly in German
  – Overview can be seen at our website

• Where to get them?
  – Digital in ILIAS or at the institutes websites
  – Printed at the Fachschaft (have to be bought, only with cash!)
ONLINE-PORTALS
Central portal for lecture materials

- Up-to-date Information for your lecture
- script
- Lecture presentations
- Practice sheets
- Online-tests & -submissions

https://ilias.studium.kit.edu/
CAMPUS MANAGEMENT (CAS)

Central administration tool:
• Registration and resigning from exams
• Transcript of records
• Re-Registration
• Study certificates
• KVV-certificate (for public transport)

https://campus.studium.kit.edu/
TUTORIAL REGISTRATION

• Redseat
• Wiwi
• Campus plus
WEBSITE OF THE DEPARTMENTS

• Examination dates
• Lessons table
• Module handbook
• Other information

https://ciw.kit.edu/
WEBSEITE OF THE FACHSCHAFT

- News from the Fachschaft
- FAQ’s
- Blackboard (HiWi’s, internships, jobs, ...)
- Consultation hours
- Contact form
- Examination dates

https://fs-fmc.kit.edu/
PROBLEMS WITH YOUR STUDIES
MINT-KOLLEGG

Additional service for intense course training

– During the semester or as repetition after the term for maths, material science, electrical engineering, ...
– Open learning room for AM1/2

**Tipp:**

Joining the MINT-Kolleg can adjust your regular study time!
https://www.mint-kolleg.kit.edu/IndividuellerStudienverlauf.php

https://www.mint-kolleg.kit.edu/
CONSULTATION

Fachschaft/Prüfungsausschuss
Fachstudienberatung
Zentrale Studienberatung
STUDYING IS MORE THAN LECTURES

Extracurricular activities
UNIVERSITY SPORTS

- Huge amount of courses
- For beginners and professionals
- Very cheap

You have to be really quick to come into the best courses!

https://www.ifss.kit.edu/hochschulsport/
UNIVERSITY STUDENT GROUPS

https://www.asta-kit.de/en/engagier-dich
TIPPS AND TRICKS
GOOD TO KNOW

• Nextbike (https://www.asta-kit.de/de/campusbike)
• KVV Bescheinigung
IMPORTANT LINKS

• Fachschaftshomepage: https://www.fs-fmc.kit.edu/
  – Downloads: https://www.fs-fmc.kit.edu/downloads
  – FAQs: https://www.fs-fmc.kit.edu/faq/ciw

• „Vorlesungsverzeichnis“: https://studium.kit.edu/vvz