Welcome to the Faculty of Engineering – FAU
First Semester Student Reception
Outline
1. FAU and the Faculty of Engineering
2. Study programmes and information
3. Office of Student Information and Advice
4. Important FAU Online Portals
5. University Groups
6. Corona-related information
7. First steps in Erlangen as a new student
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Friedrich-Alexander-Universität Erlangen-Nürnberg

- **1743** Opening of the Friedrichs-Universität by Margrave Friedrich von Brandenburg-Bayreuth
- **1769** Expansion by Markgrave Alexander and renamed Friedrich-Alexander-Universität
- **Today** FAU is the second largest University in Bavaria, now called Friedrich-Alexander-Universität Erlangen-Nürnberg
- The **FAU seal** shows the two margraves Friedrich and Alexander
FAU in Numbers

FAU in total: **38,494** students

Faculty of Engineering ~ **26 %** of all students at FAU

(Updated 01.10.2020)
Faculty of Engineering

- Founded in 1966, the Faculty of Engineering is a world-class engineering education and research facility embedded in a full university and is the largest engineering university in Northern Bavaria.

- The focus is on methodological and fundamental training at a high level for undergraduate and graduate students.

- Intensive contacts with industry.

- The Faculty of Engineering is involved in numerous research partnerships and collaborations with international research institutions.

- The faculty is spread over several locations in the metropolitan region: Erlangen, Nürnberg, Fürth, as well as others.
Faculty of Engineering Campus – Südgelände
Faculty of Engineering – Scientific environment

Other locations in Erlangen

- NCT Nürnberg Campus of Technology (Engineering for Smart Cities)
- EnCN Energy Campus Nürnberg
- Research Factory Nürnberg (Fraunhofer, FAPS)
- Joint Institute of Advanced Materials and Processes Fürth
- Bavarian Lasercentre GmbH
- Fraunhofer-Institute (South campus and Tennenlohe)
## Faculty of Engineering – Departments and Chairs

<table>
<thead>
<tr>
<th>Department</th>
<th>Number of Chairs</th>
</tr>
</thead>
<tbody>
<tr>
<td>NEW: Artificial Intelligence in Biomedical Engineering</td>
<td>2 chairs</td>
</tr>
<tr>
<td>Chemical and Biological Engineering</td>
<td>11 chairs</td>
</tr>
<tr>
<td>Computer Science</td>
<td>14 chairs</td>
</tr>
<tr>
<td>Electrical Engineering</td>
<td>13 chairs</td>
</tr>
<tr>
<td>Materials Science and Engineering</td>
<td>9 chairs</td>
</tr>
<tr>
<td>Mechanical Engineering</td>
<td>9 chairs</td>
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</tbody>
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Photos: shutterstock / TF, Minx
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Master’s programmes at the Faculty of Engineering

- Chemical and Biological Engineering
- Chemical Engineering – Sustainable Chem. Technologies
- Computational Engineering
- Computer Science
- Electrical Engineering
- Energy Technology
- Technical Vocational Education & Training (M.Ed.)

- Information and Communication Technology
- Life Science Engineering
- Mechanical Engineering
- Materials Science and Engineering
- Mechatronics
- Medical Engineering
- Nanotechnology
- Production Engineering and Management

Elite Master’s Programmes and English Master’s programmes:

- Advanced Materials and Processes (Elite Programme)
- Advanced Optical Technologies (Elite Programme)
- Advanced Signal Processing and Communications Engg.
- **NEW:** Artificial Intelligence in Biomedical Engineering
- Chemical and Biological Engineering (50% in German)

- **NEW:** Clean Energy Processes
- Computational Engineering (Elite Progr.)
- Communications and Multimedia Engg.
- Information and Communications Technology
- Medical Engineering (2 branches)
Masters of Science within 2 years

- study in depth and specialize
  - in the same specialization as your BSc (consecutive)
  - interdisciplinary in another engineering topic (non-consecutive)
- specialize your studies through selecting modules
- Master’s thesis
- Preparation for doctorate

The MSc degree
- offers successful entry into the engineering profession
- offers further qualification for a doctorate

1.-3. Semester
- Specialized studies, Internships in university and industry

4. Semester
- Master’s thesis

Degree
- Master of Science M.Sc.

Doctorate possible
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Office of Student Information and Advice (StIB)
Faculty of Engineering Study-Service-Center

Studien-Service-Center Service Counter (SSC TF) is located in MHB in U 1.250

Service and advice
- General Information and advice for students related to their studies
- Support for inquiries about administrative bodies of the university
- Seminars for soft skills
- International partnership programmes of the Faculty of Engineering
- Internships abroad

https://www.tf.fau.eu/studying/current-students/study-advice/

Gisela Jakschik
Christine Mohr
Questions about your study programme?
Departmental Student Service Centers

Department of Artificial Intelligence
Dr. Felix Schmutterer - felix.schmutterer@fau.de

Department of Chemical and Biological Engineering
Dr. Anna Hilbig – anna.hilbig@fau.de
Dipl.-Kffr. Karin Jess – karin.jess@fau.de

Department of Electrical-Electronic-Communication Engineering
Dipl.-Ing. Almut Churavy – almut.churavy@fau.de
Joanna Kudanowska – joanna.kudanowska@fau.de
Dr. Stephanie Plass - stephanie.plass@fau.de

Department of Computer Science
Dr. Christian Götz – christian.goetz@fau.de

Department of Mechanical Engineering
Dipl.-Phys. Patrick Schmitt – patrick.schmitt@mb.uni-erlangen.de
Dr.-Ing. Oliver Kreis – oliver.kreis@fau.de

Department of Materials Science and Engineering
Dr. rer. nat. Alexandra Haase – alexandra.haase@fau.de
Rebecca Schuster, M.A. – rebecca.schuster@fau.de

Subject advisors are available for each degree program to answer specific questions
International MSc Programme Coordinators

Advanced Materials and Processes
- Dorothea Herget, Sandra Schindler

Advanced Optical Technologies
- Dr. Jürgen Großmann

Artificial Intelligence
- Dr. Felix Schmutterer

Chemical and Biological Engineering
- Dr. Anna Hilbig, Karin Jess

Communications and Multimedia Engineering, Advanced Signal Processing, Information and Communications Technology
- Joanna Kudanowska

Computational Engineering
- Dr. Felix Schmutterer

Medical Engineering
- Claudia Barnickel
Office of Student Information and Advice (StIB)
Service-Counter

The Studien-Service-Center Service Counter is located in MHB opposite of lecture hall H8

Katharina Robeller  Anne Seidel  Martina Wadenstorfer

Service and advice:
- Finding rooms
- Support with the creation of timetables
- Issuing certificates for Soft-Skill-Seminars
- Lost property
- Information about qualified advice centers for further advice needs

Email: tf-stib@fau.de
Psychological-Psychotherapeutic Counseling

Dipl.-Psych. Elizabeth Provan-Klotz, Psychological Psychotherapist

Martensstr. 3, Room 04.154

Assistance with:

- Fear of speech, writing and exam
- Difficulties with learning, motivation problems
- Stress management
- Anger and impulse control problems
- Loneliness, depression, feelings of guilt, fears, thoughts of suicide
- Everyday studies with a chronic illness or disability
- Relationship, partner and family problems
- Identity and orientation problems
- Displacement from the parents and from the place of origin
- Questions about addiction and addictions (e.g. nicotine, alcohol, internet)
- Integration and cultural difficulties
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Information systems at FAU: UnivIS, StudOn

UnivIS (university information system): [www.univis.uni-erlangen.de](http://www.univis.uni-erlangen.de)
- Modules, courses and timetables
  („lists for lectures and modules by degree progammes“)
- Persons and departments („lists for persons and departments“)
- Rooms („list of rooms“)
- Job offers at FAU
- Open access

StudOn (Learning platform of FAU): [http://www.studon.uni-erlangen.de](http://www.studon.uni-erlangen.de)
- Materials for courses
- Communication with the lecturer
- Access:
  - Registration at the platform via the central registration service: [www.sso.uni-erlangen.de](http://www.sso.uni-erlangen.de)
  - Access to the different courses via password or application at the course administrator

More information: [https://www.fau.eu/study/current-students/manage-your-studies-online/](https://www.fau.eu/study/current-students/manage-your-studies-online/)
Information systems at FAU: Mein Campus, Faumail

mein campus:  www.campus.uni-erlangen.de

- Administration of study programme and personal data
- Registration for examinations
- ECTS-credits / grade certificates
- Study certificates
- Access: Registration at the platform via the central registration service www.sso.uni-erlangen.de

Webmail:  www.faumail.uni-erlangen.de

- Students email account
- Connection by the Identity Management Self Service Portal (IdM): www.idm.uni-erlangen.de
- Contact address for information from the examination office, the students records office and the university in general
- Please activate your account as soon as possible. You can redirect it to your private email address as well.
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Alumni-Netzwerk ATE

Service and events for TF students

- Job exchange
- Field trips
- Career events
- Mentoring programme
- Scholarship
- Support programme for talented students
- Business meets students
- Graduate Book
Information about university groups

What is a university group (HSG)?
- A voluntary association of students
- Integrated into a nationwide network

Events and activities
- Field trips
- Lectures from companies
- Company contact fairs

What do I get from being part of a university group?
- Independent work
- Teamwork, soft skills
- Non-university contacts (network)
- Companies like to see engagement
- Fun!!

https://stuve.fau.de/en/gruppen/
https://www.tf.fau.de/studium/studentische-gruppen/
The Writing Center offers individual writing consultations. Writing consultation is help for self-help.

- Writing advice in German for international students
  Contact: Jasmin Haderlein (Language Center)
  jasmin.haderlein@fau.de

- Writing advice in English for all students
  Contact: Shira Richman (Language Center)
  shira.richman@fau.de
The open workshop FabLab (fabrication laboratory) aims at computer-controlled manufacturing.

Everyone can put their ideas into practice.

For this purpose, high-tech machines and the necessary knowledge are available in order to achieve the impossible.

Location: Room U1.239
Erwin-Rommel-Straße 60
91058 Erlangen

Website: https://fablab.fau.de/; Contact: kontakt@fablab.fau.de

Unfortunately the FabLab is currently closed due to the pandemic, but can be reached by email.
Student Councils Groups

▪ Who are we?
  ▪ Students and volunteers of their respective course of studies

▪ What we do:
  ▪ Information and support regarding studies, student-life, Erlangen and more
  ▪ Collection of learning-materials (e.g. exams, books and more)
  ▪ Social events: BBQs, Pubnights, …
  ▪ Help for communication between Students and Professors/Administration

▪ List of all available FSI groups:

  https://www.tf.fau.de/studium/studentische-gruppen/#collapse_1
More options - selection

- Language centre
  https://sz.fau.eu/courses/
- University sports
  https://www.hochschulsport.fau.de/
- University music
  https://www.musik.fau.de/
- Career service
  https://www.fau.eu/education/advice-and-services/career-service/career-service-for-international-students/
- Legal advice of Studentenwerk
  https://www.werkswelt.de/index.php?id=rechtsberatung
- Family service
  https://www.familienservice.fau.eu/
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The courses in the summer semester 2021 for all study programmes of the TF must be digitally offered.

- Depending on the study programme, there may also be in-person events.

Internships and excursions should be offered in digital form or a digital alternative offer should be available.

Exams are expected to be in person, but there might be exemptions in day or kind of exam in case the student demonstrably cannot travel to FAU.

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Summer Semester 2021 Dates

- **Semester period**: 01 April 2021 – 30 September 2021
- **Lecture period**: 12 April 2021 – 16 July 2021
- **Holidays (lecture-free)**:
  - 01 May 2021 (Tag der Arbeit - Labour Day)
  - 13 May 2021 (Himmelfahrt - Ascension Day)
  - 24 May 2021 (Pfingstmontag - Whit Monday)
  - 03 June 2021 (Fronleichnam - Feast of Corpus Christi)

- **Re-Registration for WS 2021/22 by transfer of the semester fees within the first week of July 2021**

[https://www.fau.eu/education/study-organisation/semester-dates/](https://www.fau.eu/education/study-organisation/semester-dates/)
Some personal tips…

- **You are responsible for your studies.**
- Find out about the **legal framework**: Read the general examination regulations for the Bachelor and Master courses (ABMPO) of the FAU and the subject examination regulations (FPO) for your subject.
- **Get started right away**: An average of 1,800 hours are earmarked for the acquisition of 60 ECTS per year, which corresponds to full-time work.
- Join together in **study groups** and get excited about your studies.
- Do not postpone a GOP examination (for Bachelor’s only), otherwise you will run out of time.

**When things become tight…**

- **Get advice** from fellow or senior students, staff members of the chairs, professors.
- Limit yourself to the **essentials**.
- Use the **advice and help** offers: ✓ Academic advisors
  ✓ Maths consultation
  ✓ Study-Service-Center
Semester ticket

Das „FAU-Semesterticket“ is offered by Studentenwerk Erlangen-Nürnberg in cooperation with the traffic alliance „Verkehrsverbund Großraum Nürnberg“ (VGN)

It consists of two parts:

**Basic ticket (Basisticket)**
- already paid with the semester fee
- valid in the entire VGN area
- valid in the evening (7 p.m. - 6 a.m.) and Saturday, Sunday and public holidays all day

**Additional ticket (Zusatzticket)**
- 207 euros, voluntarily available
- valid in the entire VGN area
- valid every day around the clock

https://www.fau.eu/education/student-life/semester-ticket/
https://shop.vgn.de/index.php/product/518/show
First steps in Erlangen and at FAU

Introductory videos: https://www.youtube.com/watch?v=B_Yc7pOmLQQ&list=PLgLLPe5VGHcJfZdFl64KfBd8KqrLke1IP

1. Entry to Germany
2. Opening a bank account
3. Health insurance
4. Signing the rental agreement
5. Registration at the City
6. Enrolment at FAU
7. Residence permit
8. Liability insurance
First steps in Erlangen and at FAU

1. Entry to Germany

- Due to the COVID-19 pandemic, restrictions are in place for entry into Germany from a large number of countries.
- Moreover, persons arriving from many countries are obliged to get a COVID-19-test result shortly before or on arrival in Germany and to self-isolate for a period of up to 10 or 14 days.
- At the moment you can shorten this quarantine by a valid COVID-19-test five days later than your entry to Germany – but there might be changes in the near future.
- Please check the information on the website of the Federal Foreign Office of Germany regularly: https://www.auswaertiges-amt.de/en/coronavirus/2317268

- Once you are here from a risk area you will have to contact the official health authority of the city you live in: https://tools.rki.de/PLZTool/en-GB
First steps in Erlangen and at FAU

2. Open a bank account

- If you are staying in Germany for more than three months you should open a German bank account.
- You will need it e.g. for your rent and health insurance
- Note: Some banks charge fees for managing accounts; ask your bank for more information.
- Recommended: You should join a bank with an office in Erlangen.

- Important: Before enrolling you should transfer the semester fees of 127 euros to the account of the university. You will get the information together with your admission letter.
3. Health insurance

- It is mandatory for all German and international students to have health and nursing care insurance before the start of their studies.
- You have 2 possibilities: private or statutory health insurance.
- A statutory health insurance is recommended:
  Any of the >100 statutory health insurance providers in Germany offers a special insurance for students for about 110 euros per month. After concluding the contract, you will receive an insurance certificate which you have to submit for enrolment.

  Regulation for Online-studies: You have to send 2 documents to the insurance:
  1. confirmation of the student that he/she is abroad for the whole semester.
  2. confirmation from the study program that the whole semester can be studied online.

- A private health insurance is not recommended:
  A good private insurance is expensive. Cheap ones cover only the most important treatments and you will have to pay bills before you get back the money. – In case of a private insurance you will need an exemption from the statutory one for the enrolling by any German statutory health insurance provider, valid for the overall time of your studies.

- IMPORTANT: You cannot enroll without an insurance certificate from a statutory health insurance provider. But in case you will NOT ARRIVE in Germany during the entire SS – you will get your money reimbursed.
First steps in Erlangen and at FAU

3. Health insurance: companies with an office in Erlangen

AOK Allgemeine Ortskrankenkasse Erlangen: Ms. Mona Schwemmer
Universitätsstr. 65, 91054 Erlangen
phone: 09131 826150
Email: erlangen.studenten@service.by.aok.de

Barmer: Mr. Andreas Schmidt
Konrad-Zuse-Str. 8, 91052 Erlangen
phone: 0800 333004 204401
e-mail: andreas.schmidt@barmer.de

DAK-Gesundheit: Ms. Daniela Meißner
Bauhofstr. 5, 91052 Erlangen
phone: 0911 950916-1914, mobil 0172 4042595
e-mail: daniela.meissner@dak.de

SBK Siemens-Betriebskrankenkasse: Mr. Christopher Amon
Zenkerstr. 9, 91052 Erlangen
phone: 09131 40083-281
e-mail: frank.herzing@sbk.org

TK Techniker Krankenkasse: Ms. Kerstin Dumhard
Karl-Zucker-Straße 3, 91051 Erlangen
phone 0911 2425623, mobil 01 75 - 584 09 25
e-mail: Kerstin.Dumhard@tk.de
First steps in Erlangen and at FAU

4. Signing the rental agreement

- FAU itself cannot assign you accommodation, but works very closely with Student Services Erlangen-Nürnberg ("Studentenwerk")
- Students of the international Master’s programmes find a link to the accommodation application form included in their admissions letter.
- All other students should find their rooms themselves, at Studentenwerk or at other dormitories or on the free market. [https://www.fau.eu/education/student-life/accommodation-2/](https://www.fau.eu/education/student-life/accommodation-2/)
- In case you have got a room in a dormitory of Studentenwerk, you need an appointment for signing the rental agreement at their office in Erlangen, Walter-Flex-Str. 1A. Alternatively (or if you will be in quarantine) you can move into your room and ask Studentenwerk to send the documents for signing per normal mail.
As soon as you move in a room or flat in Germany you have to register at the City Hall of the city you live in.

- Registration in person.
- Needed documents:
  1. Passport
  2. Accommodation Certificate ("Wohnungsgeberbestätigung"). This document can be issued by your landlord if you haven´t signed a tenancy agreement yet.
  3. Certificates indicating your civil status (only if you are coming to Germany with your spouse or children and therefore register as a family!)
Before you enroll at FAU you should transfer the semester fees (127 euros) to the bank account of the university.

After that you can enroll as it is stated in your admission documents, e.g. per email


1. Enrolment form (“Einschreibantrag”: download from campo.fau.de after reception of admissions letter and request of enrolment (“Immatrikulation beantragen”)
2. School certificate of qualification for university entrance – certified copy (in case of post)
3. Your latest Bachelor Degree Certificate (for Master only) – certified copy (in case of post)
4. Confirmation of health insurance
5. Proof of paid semester fees (e.g. bank statement)
6. Passport - certified copy (in case of post)
7. Admissions letter from FAU
First steps in Erlangen and at FAU

7. Residence permit

• **After** receiving the enrolment documents
• Make an appointment with the foreigners office („Ausländerbehörde“) at the City Hall of the city you live in, e.g. in Erlangen: auslaenderbehoerde@stadt.erlangen.de

• Needed documents:
  1. Passport
  2. Admissions letter and enrolment certificate of the FAU
  3. Completed Form “Application for Residence Permit”
  4. Biometric Passport Photograph. You can take an electronic speed capture photograph (valid for 24 hours) directly at the city hall.
  5. The confirmation of health insurance (only students older than 30)
  6. Confirmation of secured financing for one year (scholarship certificate, letter of parents or similar, or blocked account)
  7. Competed registration at the City of Erlangen (or rather of your accommodation)
  8. 110 euros (per year) cash for the registration
First steps in Erlangen and at FAU

8. Third-party Private Liability Insurance = „Haftpflichtversicherung“

- HIGHLY recommended
- Inexpensive: 50-100 Euro per YEAR only
- Covers damages, you caused accidentally.
Introductory events for programmes starting in SS 2021

More details at your study programme

- **AI**
  - Date: 8 April 1 pm
  - Platform: Zoom

- **CBI, CEN, LSE**
  - Date: 9 April 6 pm
  - Platform: Zoom

- **Computer Science**
  - Date: 9 April 10:15 am
  - Platform: BBB

- **EEI**
  - Date: 8 April 9:30 am
  - Platform: Zoom

- **ET**
  - Date: 8 April 11 am
  - Platform: Zoom

- **ICT**
  - Date: 8 April 1 pm
  - Platform: Zoom

- **IP Bachelor**
  - Date: 9 April 8:30 am
  - Platform: Zoom

- **MAP, 2. Sem.**
  - Date: 12 April 10 am
  - Platform: Zoom

- **MB (inkl. topic IP)**
  - Date: 9 April 11:30 am
  - Platform: Zoom

- **MECH**
  - Date: 9 April 10 am
  - Platform: Zoom

- **MT**
  - Date: 9 April 9 am
  - Platform: Zoom

- **MW, NANO**
  - Date: 9 April 10 am
  - Platform: Zoom

- **WING**
  - Date: 9 April 11:30 am
  - Platform: Zoom

- **FSI MB, IP und WING**
  - Date: 9 April 1 pm
  - Platform: Zoom

Visit [this link](https://www.tf.fau.eu/studying/prospective-students/starting-your-degree-programme/introductory-events/) for more details on introductory events.
Good luck and a good start to your studies!