Welcome and introductory event
summer semester 2022

M.Sc. Computer and Information Science
Welcome to the Department

Katrin Winkler
Master’s programme coordinator

Prof. Dr. Sabine Storandt
Dean of Studies
M.Sc. Computer and Information Science

First part:
1. Information on the University and the department
4. Study formalities
5. Examination matters
6. How to contact us
7. Services at the University and information in times of Corona
8. Student Councel introduces itself
9. Questions?
Information on the University and the Department
University of Konstanz

1966   Foundation of the university
1972   Opening of the new campus

Successes in the Excellence Initiative and Strategy
Quality Pact

Students: 11,000
Professors: 210
Academic staff: 1,250
## Faculties and departments

<table>
<thead>
<tr>
<th>Faculty of Sciences</th>
<th>Faculty of Humanities</th>
<th>Faculty of Politics, Law and Economics</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mathematics and Statistics; Computer and Information Science; Physics; Chemistry; Biology; Psychology</td>
<td>Philosophy; History, Sociology, Sport Science and Empirical Educational Research; Literature, Art and Media Studies; Linguistics</td>
<td>Law; Economics; Politics and Public Administration</td>
</tr>
</tbody>
</table>
Department of Computer and Information Science

History
- Information Science since 1980
- Computer Science since 1994
- Joint department since 1999
- International Master programme in Computer and Information Science since 2010

Academic staff and students
- 13 professorships, 2 tenure-track professorships, 2 junior professorships, 2 academic senior councillors
- approx. 80 academics (PhDs, Post-docs)
- approx. 600 students

Joint research focus
The department carries out joint research on methods and systems used to visualise, analyse, explore and process large information spaces.
Professorships and lecturers
The Master's programme

One-year programme version
M.Sc. CIS, PO 2015
Master’s programme: one-year programme version (M.Sc.CIS PO 2015)

Master Homepage

Department of Computer and Information Science

Master of Science

Department | Research | Study | Service and support | International

Prospective students and application
Admission procedure
New students
Modules
Specializations
Mentoring programme
Exams

Master of Science in Computer and Information Science

A study programme taught entirely in English
Master’s programme: one-year programme version (M.Sc.CIS PO 2015)

Become familiar with the content of your study and examination regulations
Master’s programme: one-year programme version (M.Sc.CIS PO 2015)

Launch of the new M.Sc. CIS examination regulations 2020 and interim regulations

- Students who have taken up the bachelor's program in Computer Science in the form of the four-year version by the summer semester 2018 at the latest can take up the master's program in Computer and Information Science according to the examination regulations (in the version of 2015, last amended on Nov. 2019)
# Master’s programme: one-year programme version (M.Sc.CIS PO 2015)

## Areas, modules and ECTS credits

<table>
<thead>
<tr>
<th>Area</th>
<th>Modules</th>
<th>ECTS</th>
<th>Sem.</th>
</tr>
</thead>
<tbody>
<tr>
<td>core area of studies</td>
<td>advanced modules</td>
<td>17-18</td>
<td>1</td>
</tr>
<tr>
<td>final part of studies</td>
<td>MA seminar</td>
<td>3-4</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>MA project</td>
<td>9</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>MA thesis + colloquium</td>
<td>30</td>
<td>2</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td><strong>60</strong></td>
<td></td>
</tr>
</tbody>
</table>

**Recommended ECTS:**

- 30 ECTS = workload per semester
- 1 ECTS = 30 hours work
Master’s programme: one-year programme version (M.Sc.CIS PO 2015)

Structure

Duration
- standard study period: 2 semesters
- longest duration of study: 5 semesters

Mentoring programme
- Finding an academic supervisor (mentor) in the beginning of the first semester but latest before start of the project
- Submitting the mentor discussion report (Exam. Office; Eva Dutt/Mihaela Elsner: mastercis.inf@uni-konstanz.de), https://www.informatik.uni-konstanz.de/en/service-and-support/links-and-downloads/

Specialisations
- specialisation in a specific field during your studies, predefined profiles
Master’s programme: one-year programme version (M.Sc.CIS PO 2015)

Specialisations

- Algorithmics
- Data Science
- Interactive Systems
- Software Systems Engineering
- Visual Computing
- Exhibition Media Design (German)
- Individual focus

Shape your academic profile and become a specialist

Choose your area of specialisation from the broad field of applied and practical computer science

www.informatik.uni-konstanz.de/study/master-of-science/specializations/
Master’s programme: one-year programme version (M.Sc.CIS PO 2015)

Specialisations

- A specialisation is given when: MA seminar + MA project + MA thesis and at least two advanced modules are related to one specific field

<table>
<thead>
<tr>
<th>Requirements for a specialisation</th>
</tr>
</thead>
<tbody>
<tr>
<td>core area of studies</td>
</tr>
<tr>
<td>final part of study</td>
</tr>
</tbody>
</table>

- Your specialisation appears on your graduate certificate if you apply for a certificate addendum.

www.informatik.uni-konstanz.de/study/master-of-science/specializations/
Master’s programme: one-year programme version (M.Sc.CIS PO 2015)

Study specialisations

- You can find a detailed module overview for each predefined specialisation on the website
- You need to complete at least two modules in one specific field but you may choose preferably from the advanced modules

Module overview

<table>
<thead>
<tr>
<th>Category</th>
<th>Link</th>
</tr>
</thead>
<tbody>
<tr>
<td>Basic modules</td>
<td>▼</td>
</tr>
<tr>
<td>Additional basic modules</td>
<td>▼</td>
</tr>
<tr>
<td>Advanced modules (purely master’s level)</td>
<td>▼</td>
</tr>
<tr>
<td>Courses from other departments and key qualifications</td>
<td>▼</td>
</tr>
</tbody>
</table>
Mentoring programme

- You may choose your mentor according to your specialisation
- You can find a list of recommended mentors for each predefined specialisation on the website
- The first mentor meeting should take place in the beginning of the first semester.
- You need to hand in the mentor discussion report to validate the registration for your exams.
  - Send the form to: Eva Dutt / Mihaela Elsner (mastercis.inf@uni-konstanz.de)
- Further meetings are recommended
The Master’s programme

**Master’s programme: two-year programme (M.Sc.CIS PO 2020)**
Master's programme: two-year programme (M.Sc.CIS PO 2020)

Master Homepage
Master’s programme: two-year programme (M.Sc.CIS PO 2020)

Become familiar with the content of your study and examination regulations
Master’s programme: two-year programme (M.Sc.CIS PO 2020)

Areas, modules and ECTS credits

General structure

- The structure of the Master's programme is meant for specialisation and is structured in different areas: basic module area; advanced module area, supplementary area; final part of study
- A specialisation can be formed by combining modules from the different areas.
- Some areas have a fixed minimum level of ECTS credits and a maximum level to complete (compulsory and elective modules)
- A total of 120 ECTS credits must be achieved.
  - 90 ECTS credits are fixed and clearly assigned to the different areas.
  - Another 30 ECTS credits can freely be chosen and distributed among different areas.
Master’s programme: two-year programme (M.Sc.CIS PO 2020)

Areas, modules and ECTS credits

| Areas                                      | Modules                                                        | ECTS   |
|--------------------------------------------|                                                               |        |
| Basic module area (INF)                    | Basic modules                                                 | 24-54  |
| Advanced module area (INF)                 | Advanced modules (pure master’s level) Master seminar Master project | 24-54  |
| Supplementary area                         | Courses from other departments *Soft skills                    | 0-18   |
|                                            | (*number of ECTS credits is limited to 6)                      |        |
| Final part of studies (INF)                | Master thesis + colloquium                                    | 30     |
| **Total**                                  |                                                               | **120** |
The Master's programme offers students the possibility of specialising in a particular field such as:

- Algorithmics
- Data Science
- Interactive Systems
- Software Systems Engineering
- Visual Computing
- Exhibition Media Design (German)
- Individual focus

Shape your academic profile and become a specialist

Choose your area of specialisation from the broad field of applied and practical computer science
Master’s programme: two-year programme (M.Sc.CIS PO 2020)

Areas, modules and ECTS credits

Areas and modules in ZEuS

- The structure of the Master's programme e.g. the different areas and the predefined fields of specialisation are reflected in the ZEuS course catalogue
Master’s programme: two-year programme (M.Sc.CIS PO 2020)

Areas, modules and ECTS credits

Basic modules area (24-54 ECTS)
- A minimum of four and a maximum of nine modules of 6 ECTS credits each from the Department of Computer and Information Science are to be completed.
- Preferably choose basic modules recommended for your specialisation.

<table>
<thead>
<tr>
<th>Compulsory (24 ECTS)</th>
<th>Elective (30 ECTS)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. basic module (6 ECTS)</td>
<td>5. basic module (6 ECTS)</td>
</tr>
<tr>
<td>2. basic module (6 ECTS)</td>
<td>6. basic module (6 ECTS)</td>
</tr>
<tr>
<td>3. basic module (6 ECTS)</td>
<td>7. basic module (6 ECTS)</td>
</tr>
<tr>
<td>4. basic module (6 ECTS)</td>
<td>8. basic module (6 ECTS)</td>
</tr>
<tr>
<td>9. basic module (6 ECTS)</td>
<td>7. basic module (6 ECTS)</td>
</tr>
</tbody>
</table>

Total: 24 ECTS  | Total: 30 ECTS
Master’s programme: two-year programme (M.Sc.CIS PO 2020)

Areas, modules and ECTS credits

Basic modules area (24-54 ECTS) as reflected in ZEuS

- You can choose basic modules from any field of specialisation
- But preferably choose already some basic modules recommended for your specialisation as well.

- Data Science Modules
- Visual Computing Modules
- Interactive Systems Modules
- Software Systems Engineering Modules
- Algorithmics Modules
- Modules from Other Areas
Master’s programme: two-year programme (M.Sc.CIS PO 2020)

Areas, modules and ECTS credits

Advanced modules area (36-66 ECTS)

- Modules in the range of 36 to 66 ECTS credits are completed, comprising a seminar (3 ECTS), a master project (9 ECTS) and 24 to 54 ECTS credits from the “master” advanced modules of the Department of Computer and Information Science with a total of 6 or 9 ECTS credits each.

- Choose at least three master modules recommended for your specialisation.

<table>
<thead>
<tr>
<th>Compulsory (36 ECTS)</th>
<th>Elective (30 ECTS)</th>
</tr>
</thead>
<tbody>
<tr>
<td>master seminar (3 ECTS)</td>
<td>different &quot;master&quot; advanced</td>
</tr>
<tr>
<td>master project (9 ECTS)</td>
<td>modules (6 or 9 ECTS)</td>
</tr>
<tr>
<td></td>
<td>different &quot;master&quot; advanced</td>
</tr>
<tr>
<td>Total: 12 ECTS</td>
<td>modules (6 or 9 ECTS)</td>
</tr>
<tr>
<td></td>
<td>Total: 24 ECTS</td>
</tr>
<tr>
<td></td>
<td>Total: 30 ECTS</td>
</tr>
</tbody>
</table>
Master’s programme: two-year programme (M.Sc.CIS PO 2020)

Areas, modules and ECTS credits

Advanced modules area (36-66 ECTS) as reflected in ZEuS

- You can choose advanced modules from any field of specialisation
- But preferably choose at least three master modules recommended for your specialisation
Master’s programme: two-year programme (M.Sc.CIS PO 2020)

Areas, modules and ECTS credits

Supplementary area (0-18 ECTS)

- Interdisciplinary courses or courses of other subjects up to a maximum of 18 ECTS credits.

- The Department of Computer and Information Science provides a list of particularly suitable courses from all departments: https://www.informatik.uni-konstanz.de/study/master-of-science/master-computer-and-information-science/modules/
Master’s programme: two-year programme (M.Sc.CIS PO 2020)

Areas, modules and ECTS credits

Supplementary area (0-18 ECTS)

- A maximum of 6 ECTS credits from courses offered by the Key Competence Center, the Language Teaching Institute, the International Office or key qualification courses of the department(s) can be recognized in the supplementary area.

<table>
<thead>
<tr>
<th>Compulsory (0-3 ECTS, if applicable)</th>
<th>Elective (15-18 ECTS)</th>
</tr>
</thead>
<tbody>
<tr>
<td>*Scientific Practices for students (3 ECTS)</td>
<td>different non-subject courses</td>
</tr>
<tr>
<td>* Attendance of the Scientific Practices course is compulsory if a course in which comparable competences were acquired was not already completed in the previous study programme.</td>
<td>soft skill courses (max. 6 ECTS)</td>
</tr>
</tbody>
</table>

Total: 3 ECTS | Total: 15-18 ECTS
Master’s programme: two-year programme (M.Sc.CIS PO 2020)

Areas, modules and ECTS credits

Supplementary area (0-18 ECTS) as reflected in ZEuS

- The Department of Computer Science and Information Science provides a list of particularly suitable courses from all departments: https://www.informatik.uni-konstanz.de/study/master-of-science/modules/

- A maximum of 6 ECTS credits from soft skill courses
Master’s programme: two-year programme (M.Sc.CIS PO 2020)

Areas, modules and ECTS credits

Final part of studies (30 ECTS)
– comprises Master thesis + Master colloquium
– Only professors or academic staff members of the University of Konstanz to whom the authority to conduct examinations has been delegated may be appointed to issue topics for Master's theses as well as to supervise and evaluate such theses and to act as examiners of final colloquia.
– At least one of the examiners must be an academic staff member of the Department of Computer and Information Science

- See website MA CIS
- Extra information event at the beginning of the lecture period
Master’s programme: two-year programme
(M.Sc.CIS PO 2020)

Duration and orientation examination

Duration

- standard study period: 4 semesters
- longest duration of study: 7 semesters

- If the Master's examination is not completed by the end of the seventh semester, the right to take the examination expires, unless the student is not responsible for exceeding the deadline.
Duration and orientation examination

Orientation examination

- At least 24 ECTS credits must be completed in the area of basic and advanced modules by the end of the second semester.
- Otherwise, the student loses the right to take examinations, unless the student is not responsible for exceeding the deadline.
Master’s programme: two-year programme version (M.Sc.CIS PO 2020)

Specialisations

The Master's programme offers students the possibility of specialising in a particular field such as:

- Algorithmics
- Data Science
- Interactive Systems
- Software Systems Engineering
- Visual Computing
- Exhibition Media Design
  (German)
- Individual focus

Shape your academic profile and become a specialist

Choose your area of specialisation from the broad field of applied and practical computer science

www.informatik.uni-konstanz.de/study/master-of-science/specializations/
Master’s programme: two-year programme (M.Sc.CIS PO 2020)

Specialisations

Requirements for a master’s specialisation

- Students need to complete at least three advanced modules (i.e., purely master's level) as well as the master’s seminar, the master’s project and the master’s thesis in one specific field to have the specialisation included in the degree certificate.

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Advanced module area (INF)</td>
<td>3 advanced modules (master level)</td>
</tr>
<tr>
<td></td>
<td>master’s seminar</td>
</tr>
<tr>
<td>Final part of study (INF)</td>
<td>master’s project</td>
</tr>
<tr>
<td></td>
<td>master’s thesis + colloquium</td>
</tr>
</tbody>
</table>
Master’s programme: two-year programme (M.Sc.CIS PO 2020)

Specialisations

Requirements

– Recommended modules for each predefined specialisation are listed on the website and being held updated.

– The fields of specialisation including the assigned modules are reflected in the ZEuS structure.

– Shaping your own master’s specialisation by choosing an individual focus is also possible

– The obligatory orientation talk with your study advisor and/or mentor in the beginning of the first semester serves as a starting point to discuss and define your courses for your specialisation

www.informatik.uni-konstanz.de/study/master-of-science/specializations
Master’s programme: two-year programme (M.Sc.CIS PO 2020)

Mentoring programme, orientation-/mentor talks

Mentoring programme
- Master students are being mentored by a university lecturer/professor during the Master's programme
- You may choose ideally your mentor according to your specialisation
- You can find a list of recommended mentors for each specialisation on the website
- A mentor helps to profile your studies, supervises the master’s project and thesis
- Changing a mentor is possible but can impact the profiling of your studies and should be thought through

www.informatik.uni-konstanz.de/study/master-of-science/mentoring-programme/
**Master’s programme: two-year programme (M.Sc.CIS PO 2020)**

**Mentoring programme, orientation-/mentor talks**

**Orientation talk**

- In the beginning of the first semester students have one/two compulsory orientation talk(s) with their study advisor and/or mentor
  - Master student **with a B.Sc. degree in Computer Science from UKN** can choose between study advisor or mentor
  - Master student **without a B.Sc. degree in Computer Science from UKN** consult first the study advisor and afterwards the mentor
- Completing the orientation talk is a prerequisite to validate the registration for your examinations in the first semester.

**Forms for orientation and mentor talk**

Both forms can be found on the website for download:

Master’s programme: two-year programme (M.Sc.CIS PO 2020)

Mentoring programme, orientation-/mentor talks
Master's programme: two-year programme (M.Sc.CIS PO 2020)

Mentoring programme, orientation-/mentor talks

Mentor talk

- When registering for the master's project all students have a second compulsory talk – the mentor talk.
- This talk serves advanced students to plan and discuss in detail the second part of their studies (master project, master thesis)
- The mentor talk is a prerequisite for the registration of the master thesis.
- The confirmation of a completed mentoring talk is included in the registration form for the master’s project.

<table>
<thead>
<tr>
<th>Orientation talk (1. Sem.)</th>
<th>Mentor talk (2. Sem.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Study advisor</td>
<td>Mentor</td>
</tr>
<tr>
<td>Master students <strong>with</strong> B.Sc. degree Computer Science from Konstanz</td>
<td>voluntary</td>
</tr>
<tr>
<td>Master students <strong>without</strong> B.Sc. degree Computer Science from Konstanz</td>
<td>compulsory</td>
</tr>
</tbody>
</table>
Master’s programme: two-year programme (M.Sc.CIS PO 2020)

Example study plan including criteria for a specialisation

<table>
<thead>
<tr>
<th>Sem</th>
<th>Orientation meeting</th>
<th>Basic module area (24-54 ECTS)</th>
<th>Advanced module area (24-54 ECTS + 12 ECTS)</th>
<th>Final part of study</th>
<th>Supplementary area (0-18 ECTS)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Orientation meeting</td>
<td>Basic module 1 6 ECTS</td>
<td>Basic module 2 6 ECTS</td>
<td>Basic module 3 6 ECTS</td>
<td>Advanced module 1 9 ECTS</td>
</tr>
<tr>
<td>2</td>
<td>Mentor meeting</td>
<td>Basic module 4 6 ECTS</td>
<td>Basic module 5 6 ECTS</td>
<td>Advanced module 2 6 ECTS</td>
<td>Master’s seminar 3 ECTS</td>
</tr>
<tr>
<td>3</td>
<td>Project registration; Thesis registration</td>
<td>Basic module 6 6 ECTS</td>
<td></td>
<td>Advanced module 3 9 ECTS</td>
<td>Master’s project 9 ECTS</td>
</tr>
<tr>
<td>4</td>
<td>Colloquium registration</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Required modules for a specialization mentioned on the degree certificate

https://www.informatik.uni-konstanz.de/study/master-of-science/modules/
Study formalities
Study formalities

Course registration

Registration in ZEuS required

- In ZEuS from the beginning of the semester (1.4.) until 30.04.2022 at the latest. Please note the instructions in ZEuS or in the first session of the course.

Please register for the respective course by the start of lectures!

- In the field "Teaching methods" you will find more detailed information on how the course will be held.
Study formalities

Recognition of study and exam achievements

Credit transfer from bachelor to master level

– Study and exam achievements that haven’t already been recognized for your Bachelor degree can get recognized on request only during the first semester.

– The Examination Board will decide on the approval of the recognitions.

– The recognition form and all required documents are to be sent to our Examination Office: mastercis.inf@uni-konstanz.de
Study formalities

Recognition of study and exam achievements

Credit transfer from bachelor to master level

- Information for departmental graduates: departmental graduates do not need to submit a form!

- Please contact Eva Dutt/Mihaela Elsner (Examination Office), if not already processed, to let your remaining credits be transferred to your master account.

Contact Examination Office
mastercis.inf@uni-konstanz.de
Study formalities

Forms, study information, blank forms etc.

- All necessary forms (orientation talk form, medical certificate, registration form for the master’s thesis etc.), which you will need during your studies, can be downloaded from this website.

All forms can be found on the website for download:

www.informatik.uni-konstanz.de/en/service-and-support/links-and-downloads/

Department of Computer and Information Science

<table>
<thead>
<tr>
<th>Department</th>
<th>Research</th>
<th>Study</th>
<th>Service and support</th>
<th>International</th>
</tr>
</thead>
<tbody>
<tr>
<td>Service and support</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Departmental study affairs</td>
<td>Examinations</td>
<td></td>
<td>Links and downloads</td>
<td></td>
</tr>
<tr>
<td>Study essentials</td>
<td>IT service and support</td>
<td></td>
<td>Career orientation and practical experience</td>
<td></td>
</tr>
</tbody>
</table>

M.Sc. Computer and Information Science

- General information
- Mentoring programme
- Project/Master's thesis/Colloquium

Important information for students in all programmes

- Request to de-/register for exams
- Medical certificate
- Request to the Examination Board
- Recognition of lectures and seminars
- ZEuS-Wiki
- Avoiding plagiarism
Study formalities

Academic leave of absence

If you are not able to participate in the lectures of the running semester for more than 6 weeks because of important reasons, you may request an academic leave of absence.

Important reasons are:

- Study abroad
- Internship that serves the completion of studies
- Illness
- Family issues
  - Care of a child under the age of five
  - Times of maternity/parental leave
- Individual reasons
**Study formalities**

**Going abroad and career orientation**

- Many study exchange options on master’s level available
  - Erasmus programme (Europe)
  - Global exchange (overseas)
  - Erasmus placement; IAESTE etc.

- Benefit of a study exchange period:
  - Complement or extend your academic profile and master’s specialisation by adding courses from your study exchange (individual focus)

- Each winter semester: information event on **“Going abroad information for Computer Science students”**

Contact study exchange:
erasmus.inf@uni-konstanz.de
Visa requirements

Visa extension regulation: standard study periods + 3 semesters (incl. leaves for internships)
### Study formalities

#### Going abroad and career orientation

<table>
<thead>
<tr>
<th>Department</th>
<th>Research</th>
<th>Study</th>
<th>Service and support</th>
<th>International</th>
</tr>
</thead>
<tbody>
<tr>
<td>Department of Computer and Information Science</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Career orientation and practical experience</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

- **Service and support**
  - Departmental study affairs
  - Examinations
  - Study essentials
  - IT service and support
  - Career orientation and practical experience

### Profile

For **German-speaking students**, we recommend the Profi+ programme: here you can set different accents for your career entry, depending on the field of study. A profile focus MINT is already being planned.

**Profi+ programme (German)**

### Career Passport Programme

For **English-speaking students**, we strongly recommend the Career Passport Program: a comprehensive module programme designed specifically to meet the needs of international degree-seeking students.

**Career Passport**
Examination matters
Website: examination matters

Department of Computer and Information Science

Examination matters

Here you can find everything you need to know regarding your examinations.

How and when do I have to register for examinations? What happens if I become sick on the day of my exam? The answers to these questions as well as further information about your exams can be found here.
Examination matters

Exams registration periods

Registration periods (winter semester 2021/22)

Obligatory registration for all exams and study achievements in ZEuS for which you want to acquire ECTS credits:

1st exam period
01.05.– 15.06.2022
2nd exam period (if available)
12.09 – 26.09.2022

- All exams (also non-graded) must be registered via ZEuS
- Attention: The registration periods and the registration rules differ between departments! When registering for courses in other departments, you have to follow their rules.

https://www.informatik.uni-konstanz.de/en/service-and-support/examinations/exam-registration/
**Examination matters**

**Exams registration periods**

<table>
<thead>
<tr>
<th>Seminar</th>
<th>Project</th>
<th>Thesis</th>
<th>Colloquium</th>
</tr>
</thead>
</table>

**Deadlines for registration and submission**

The following deadlines exist for registering and submitting the project and the master's thesis:

**Project**

<table>
<thead>
<tr>
<th>Registration</th>
<th>Due</th>
</tr>
</thead>
<tbody>
<tr>
<td>15.10. – 15.11.</td>
<td>15.01.</td>
</tr>
<tr>
<td>15.01. – 15.02.</td>
<td>15.04.</td>
</tr>
<tr>
<td>01.04. – 01.05.</td>
<td>30.06.</td>
</tr>
<tr>
<td>01.07. – 01.08.</td>
<td>30.09.</td>
</tr>
</tbody>
</table>

**Master's thesis**

<table>
<thead>
<tr>
<th>Registration</th>
<th>Start</th>
<th>Due*</th>
</tr>
</thead>
<tbody>
<tr>
<td>01.02. – 15.02.</td>
<td>01.03.</td>
<td>01.09.</td>
</tr>
<tr>
<td>01.05. – 15.05.</td>
<td>01.06.</td>
<td>01.12.</td>
</tr>
<tr>
<td>15.07. – 01.08.</td>
<td>15.08.</td>
<td>01.03.</td>
</tr>
<tr>
<td>15.10. – 02.11.</td>
<td>15.11.</td>
<td>01.06.</td>
</tr>
</tbody>
</table>

*approximately; the exact due date is determined by the Central Examination Office (ZPA)

Submit to:
mastercis.inf@uni-konstanz.de

Central Examination Office:
Katharina Arendt

For more information:


The forms can be found on the website for download:

www.informatik.uni-konstanz.de/en/service-and-support/links-and-downloads/
### Examination matters

#### Exemplary schedule for the final part of studies

For students having started in a summer semester:

<table>
<thead>
<tr>
<th>Sem.</th>
<th>1. Possibility: Project in lecture-free period (recommended)</th>
<th>2. Possibility: Project during semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td>Attending a seminar</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Poss. attending project proposal talks</td>
<td>until 15.12.</td>
</tr>
<tr>
<td></td>
<td>Mentor meeting</td>
<td>01.11. – 15.12.</td>
</tr>
<tr>
<td>2/3</td>
<td>Project registration</td>
<td>15.01. – 15.02.</td>
</tr>
<tr>
<td>3</td>
<td>Project due</td>
<td>15.04.</td>
</tr>
<tr>
<td></td>
<td>Master's thesis registration</td>
<td>15.07. – 01.08.</td>
</tr>
<tr>
<td></td>
<td>Start of master's thesis</td>
<td>15.08.</td>
</tr>
<tr>
<td>4</td>
<td>Master's thesis due</td>
<td>01.03.</td>
</tr>
<tr>
<td></td>
<td>Master's colloquium</td>
<td>until 31.03.</td>
</tr>
</tbody>
</table>

For more information about registering the master’s project:

Examination matters

Examination rules

Exams take place twice per semester
- First exam period is usually set in the last week of the lecture period and first two weeks of the lecture free period of the running semester
- Second exam period is usually set in the last three weeks before the start of a new semester’s lecture period

Retaking exams
- Exams can be re-taken only once!
- A two-times exam failure leads to a “failed module”
- Exams must be re-taken within one academic year. Otherwise the examination right for this module is lost.

A two-times exam failure is recorded in your ZEuS account. A renewed exam registration is not possible.
Examination matters

Examination rules

Registration formalities

1. (De-)registration online after the exam registration period has expired is not possible!
2. (De-)registration only in exceptional cases via departmental online form
3. Exam registration is binding: non-attendance without valid reason (medical certificate etc.) means course failure
4. Un-registered exam performance is not valid
5. **After having failed an exam on the first attempt there is no automatic re-registration for the second exam date**
6. TAN list is required to register online for exams in ZEuS
How to contact us
Departmental study advisory service

Email: mastercis.inf@uni-konstanz.de
(Katrin Winkler & Departmental Examination Office: Eva Dutt)

Please use:
- name, surname
- student ID nr.
- Reply always to the e-mail history, do not start a new e-mail for the same topic
- always use your UKN E-Mail address for any official correspondence

Study advisory service

Ilias online forum: Fachstudienberatung Informatik / Student Advisory Service Computer Science
- Please use our Ilias-forum during the entire time. Here we answer to all your questions and present important information

Consulting hours via ILIAS:
Wednesdays 13-14:30 am (PZ 804) and Thursdays 12.00-13.30 am (only digitally):

https://ilias.uni-konstanz.de/goto_ILIASKONSTANZ_crs_995071.html
Departmental study advisory service

Study advisory service

Ilias forum: Fachstudienberatung Informatik / Student Advisory Service Computer Science

https://ilias.uni-konstanz.de/ilias/goto_ilias_uni_crs_995071.html
Departmental study advisory service

**Department**

Dr. Martin Brunner  
Department Administrator & Student Advisor BA  
Martin.Brunner@uni-konstanz.de  
Room: PZ 808

**Department**

Eva Dutt & Mihaela Elsner  
Examination Office  
mastercis.inf@uni-konstanz.de  
Room: PZ 807

**International Office**

Alexandra Frasch  
International degree-seeking students  
degree.students@uni-konstanz.de  
Room: A 623

**Department**

Maria Hesse  
Erasmus Coordinator & Master’s programme coordinator  
erasmus.inf@uni-Konstanz.de  
Room: PZ 805
Departmental study advisory service

Some good last advice:

- Stay informed:
  - Read the newsletter of the University
  - Read your study and examination regulations
  - Read the departmental information and reminder E-Mails on different study-related topics
  - Read carefully official letters you receive from the University e.g. thesis registration confirmation etc.
  - Visit our website
- Make use of our consulting hours and Ilias forum
- Mind registration and submission deadlines, they are binding!
- Of course: Enjoy your studies no matter what!

https://ilias.uni-konstanz.de/ilias/goto_ilias_uni_crs_995071.html

Contact study advisor:
mastercis.inf@uni-konstanz.de
Services at the University and Information on Corona
Services at the University

Information about the coronavirus

As of: 04.04.2022

In March 2022, the Bundestag passed a new Infection Protection Act, with significantly relaxed corona protection measures.

**3G regulation discontinued:** There is no longer a 3G check (vaccinated, recovered, tested) to access the campus.

**Face mask requirement:** The legally mandated face mask requirement at the university no longer applies. The Rectorate continues to strongly recommend to all university members and staff, as well as to all visitors, to wear an FFP2 mask.

The [SARS-CoV-2 screening](https://www.uni-konstanz.de/en/university/news-and-media/coronavirus/) at the University of Konstanz is available to all students and employees. Please get tested regularly. The test result is valid for a maximum of 48 hours from the time the sample is taken.

We also recommend that all members of the university continue to **regularly ventilate their rooms** and to follow the advice of the [Federal Centre for Health Education](https://www.uni-konstanz.de/en/university/news-and-media/coronavirus/) on protecting against infection through hygiene measures.

**Current regulations**
During conditional on-site operations, the regulations listed on the [current information website](https://www.uni-konstanz.de/en/university/news-and-media/coronavirus/) apply.
Services at the University

Central advice and services along the student’s life cycle

Advice and services

On this page you will find an overview of all advice and services that can be used as a student or as prospective students. Whether you are considering a change of subject or simply select your timetable – here you will find answers to your questions.

WHO WILL HELP WITH ANY QUESTIONS AND REQUESTS?

- Information about the coronavirus
- Get in Contact
- Contact point in case of discrimination
- Advisory service guide (in German)
- Support and points of contact to address problems, conflicts, discrimination
- Advisory Network (in German)

BEFORE YOU STUDY

- Central Student Advisory Service (ZSB)
- Student Service Centre (SSZ)
- Guide for new students
- Application and enrolment
- Departmental student advisory service
- Guided Tour for Study Orientation

www.uni-konstanz.de/en/study/advice-and-services/
## Services at the University

### Study portals

<table>
<thead>
<tr>
<th><strong>ZEuS</strong> – Central enrolment and student portal of the University of Konstanz</th>
</tr>
</thead>
<tbody>
<tr>
<td>Courses with course catalogue, exam management, online application for a study programme, internship and jobs</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>ILIAS</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Central learning portal of the University of Konstanz</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>StudIS examinations</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Overviews of completed and booked results for study programmes that are not (yet) administered in ZEuS (→ see portlet on your homepage in ZEuS)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Module guides</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Description of study programme courses and their learning objectives</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Communication, Information, Media Centre (KIM)</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Central IT and library services</td>
</tr>
</tbody>
</table>
Services at the University

Financial issues

Finances

So you can fully concentrate on your studies, it is of key importance to have your finances in order. Here is an overview of the costs involved with studying and how you can finance your studies.

--- TUITION FEES

- Tuition fees for international students and for second degree studies
- Vocational Bachelor’s Programme Motor Neurorehabilitation
- Vocational Master’s Programme Advanced Safety Sciences for Medicines (Course Fees)
- Graduate Study Programme in Law LLM.
- Vocational Master’s Programme Psychology with a Concentration in Forensic Psychology
- Past general tuition fees

--- FEES

- General overview
- Administrative fees
- Student body fee
- Cost of living
- Student services fee (Seezeit)
- Administrative fees

www.uni-konstanz.de/en/study/study-essentials/finances/
At last our student council

Fachschaft (student council) introduces itself

Discord:
https://discord.com/invite/uzXpc9u

www.fachschaft.inf.uni-konstanz.de/
Questions?
We wish you all the best for your master's studies.