APPLICATION & APPLICATION PERIODS

NON-DEGREE STUDENTS
https://www.international.tum.de/en/global/exchangestudents/

Winter term 15.03.-15.05.
Summer term 15.09.-31.10.

IMPORTANT DATES

SUMMER SEMESTER 2023 01.04.-30.09.2023
Orientation weeks 01.04.-16.04.2023
https://www.international.tum.de/global/campuslife/

Lecture period 17.04.-21.07.2023
Examination periods Mid-July to the end of September

WINTER SEMESTER 2023/24 01.10.23-31.03.2024
Lecture period Mid-October to mid-February
Examination periods Mid-February to end of March

ACADEMIC INFORMATION

LANGUAGE OF INSTRUCTION
Undergraduate/first cycle German
Graduate/second cycle German, English

LANGUAGE REQUIREMENTS
English at least B1 level

LANGUAGE COURSES
If you are interested in taking a language course, please see:
www.sprachenzentrum.tum.de/en/for-students/

CONTACT

SASKIA AMMON
School of Engineering & Design
School Office, Study & Teaching
Boltzmannstr. 15
D-85748 Garching
Tel.: +49-(0)89-289-15021
saskia.ammon@tum.de
exchange.me@ed.tum.de

Office dealing with international exchange & double degree students Mechanical Engineering

Learning Agreements
Make sure that the documents have no protection in writing

Certificates of arrival
Please complete all your information including the date.
Usually the first day is your first academic activity at TUM or the first day of the orientation week.
The earliest possible date is 1.04. (summer term), 1.10. (winter term)

Certificates of departure
Please complete all your information including the date.
Usually the end date is your last exam/the date you handed in the thesis.
The latest possible date is 30.09. (after a summer term), 31.03. (after a winter term).

All documents can only be signed one time.

Send your completed documents (pdf) by email to: exchange.me@ed.tum.de
**COURSE SELECTION**

For courses please see: campus.tum.de  
As the course offer is updated only a few weeks before the beginning of the semester, please have a look at the previous year. Usually there are only minor changes between corresponding semesters.  

ECTS can be found in the Module Catalog. As a general rule (for Mechanical Engineering courses): a 2 SWS (hours/week) course is 3 ECTS, 3 SWS correspond to 5 ECTS. Practical courses („Hochschulpraktika“) have 4 ECTS.  

**COURSE SELECTION REQUIREMENTS**

At least 50% of your courses have to be within Mechanical Engineering (TUMW...; MW...code), yet you can choose courses from other areas as well. On behalf of TUM there are no requirements regarding ECTS, yet your home institution may require you to take a certain amount (usually 30) ECTS per semester.  

**THESIS & FINAL DEGREE PROJECT**

Master theses are full time projects (30 ECTS, ~ 6 months), Bachelor theses are part time projects (11 ECTS, ~ 330h). Theses have to be written at any of the institutes within Mechanical Engineering and have to be arranged independently. All details like language, beginning etc. have to be arranged between you and your supervisor. Please inform your supervisor in advance about any additional administrative issues (specific documents, e.g. evaluation sheets) if needed by your home university. Theses have to be registered at the Masterprüfungsaußschuss mpa.me@ed.tum.de (Examination Board) as soon as you start.  

**AVAILABLE THESIS (NO COMPLETE LIST):**

https://www.fsmb.de/en/fsmb/service/basama-hiwi/  

**COURSE & EXAM REGISTRATION**

At TUM you have to register for classes (at the beginning of the semester) as well as for exams (during the semester). Information about registration dates is available in TUMonline. Logging off from an already registered exam is possible until two weeks before the exam. Registration after the specified timeframe is not possible!  

**ONLINE LEARNING WITH MOODLE**

As soon as you have registered for a course you will gain access to the online material. Please have a look at www.moodle.tum.de and log in with your TUM ID (this is the same ID used to log into TUMonline)  

**TRANSCRIPT OF RECORDS**

Your Transcript of Records (“certificate of progress of studies“) can be printed from your TUMonline account, which is still accessible after your stay at TUM. Usually it takes some time until the examination results are published. Please note that the official TUM Transcript is valid without a signature & stamp. If you nevertheless need a signed and sealed version, please contact the Examination Office Garching, Mrs. Praegla: hildeggard.praegla@tum.de  

**OTHER USEFUL INFORMATION**

**Buddy Program**

If you would like to get a mechanical engineering student assigned as your buddy, please see: www.fsmb.de/en/fsmb/service/buddy-program/