Information for International Students of Master in Embedded Systems for Mechatronics (ESM) at the Faculty of Computer Science
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Dear future Embedded Systems students,

We warmly welcome you to Fachhochschule Dortmund!

We are glad you have chosen this program and passed through the admission procedure and welcome you to the Embedded Systems community.

This little booklet will help you to find your way among our facilities. Moreover, it provides you with some useful hints and information on registration in the International Office, orientation in the university, city and more.

We wish you a good start!
## International Master Programmes - Introduction week from 1st - 5th of October

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
<th>Location</th>
<th>Professors/Instructors</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Tuesday, 01.10.2019</strong></td>
<td>Welcoming by the Rectorate</td>
<td>EFS 44, Room U33</td>
<td>Prof. Dr. Katrin Löhr</td>
</tr>
<tr>
<td>09.00 - 09.15</td>
<td>Welcome Session</td>
<td>EFS 44, Room U33</td>
<td>Team International Master</td>
</tr>
<tr>
<td>10.00 - 11.15</td>
<td>Introduction to EuroPMMP (Room EFS 44, 113)</td>
<td>EFS 44, Room U33</td>
<td>Course Directors / Course Managers</td>
</tr>
<tr>
<td>11.15 - 13.00</td>
<td>&quot;Schnitzeljagd&quot; on Campus with Buddies</td>
<td></td>
<td>Christian Reimann, Sabine Sachweh</td>
</tr>
<tr>
<td>13.00 - 13.45</td>
<td>Break - Lunch in Mensa</td>
<td></td>
<td>Freiwillige gruppenbildungen &amp; Get-to-know-each-other</td>
</tr>
<tr>
<td>13.45 - 16.00</td>
<td>Get-to-know-each-other, Introduction to EuroPMMP</td>
<td>EFS 44, Room U33</td>
<td>André Dechange, Jörg Broer, Rahel Neumann</td>
</tr>
<tr>
<td>16.15 - 18.00</td>
<td>Visit of the Maker-Lab (6 groups)</td>
<td>EFS 42 (42nibbles)</td>
<td>Dieter Zumkehr / Felix Ebberg</td>
</tr>
<tr>
<td>16:15- 19:00</td>
<td>Barbecue</td>
<td>(KostBar area)</td>
<td></td>
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<tr>
<td><strong>Wednesday, 02.10.2019</strong></td>
<td>Introducing International Office</td>
<td>EFS 43, REFA-Tagungszentrum, Room 123</td>
<td>International Office (Frauke Albrecht, Sofia Brandes)</td>
</tr>
<tr>
<td>08:30 - 10:30</td>
<td>Introducing International Office</td>
<td>EFS 43, REFA-Tagungszentrum, Room 123</td>
<td>Introducing International Office</td>
</tr>
<tr>
<td>10.30  - 10.45</td>
<td>Introduction to Student Union</td>
<td>EFS 43, REFA-Tagungszentrum, Room 123</td>
<td>Felix Ebberg, FSR</td>
</tr>
<tr>
<td>10.45 - 11.00</td>
<td>Introducing Erasmus Student Network (ESN)</td>
<td>EFS 43, REFA-Tagungszentrum, Room 123</td>
<td>Eva Schameitat</td>
</tr>
<tr>
<td>11.30 - 13:00</td>
<td>Introduction to the library (separated into groups)</td>
<td>(library 2nd floor, EFS 44)</td>
<td>11:15 - 11.45 Group 1 + 2</td>
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<tr>
<td>13.00 - 14.00</td>
<td>Break - Lunch in Mensa</td>
<td></td>
<td>11:45 - 12:15 Group 3 + 4</td>
</tr>
<tr>
<td>14:15 - 15:45</td>
<td>Introduction about the block weeks and Ruhr Master School</td>
<td>EFS 40a, Room E24</td>
<td>12:15 - 12:45 Group 5 + 6</td>
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<tr>
<td><strong>Thursday, 03.10.2019</strong></td>
<td>National Holiday</td>
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<tr>
<td>10.00 - 17.00</td>
<td>Sightseeing RuhrValley</td>
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<tr>
<td><strong>Friday, 04.10.2019</strong></td>
<td>Guided Tour to Dortmund City by Bus and Walk</td>
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<td></td>
</tr>
<tr>
<td>14:00 - 18:00</td>
<td>International Office / Team International Master</td>
<td></td>
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</tr>
</tbody>
</table>

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**Notes:**
- All events are mandatory for all students.
- All times are in CEST (Central European Summer Time).
- Locations vary as indicated in the schedule.
- Additional details such as room numbers are included for specificity.
- Participation in activities is subject to attendance at the specified times and locations.

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**International Master Programmes**
- EuroMPM Master Embedded Systems
- Master Digital Transformation
(Additional) Offers in winter semester 2019/20

Special activity: Excursion to Berlin
29th of November – 1st of December 2019

For further information, please check: https://www.fh-dortmund.de/int_excursions
Registration and further questions via Frauke Albrecht: frauke.albrecht@fh-dortmund.de
Important dates for Winter Term 2019/20

Semester start: 01.09.2019
Semester end: 29.02.2020

Begin of Lectures: 01.10.2019
End of Lectures: 24.01.2020

Block Week (no weekly lectures) 18.11.2019 – 23.11.2019
(Lectures in cooperation with Faculty of Computer Science!)
Exam registration period: 18.11.2019 – 01.12.2019
(Don’t forget to register for the upcoming exams in ODS!)

Examination period: 27.01.2020 – 14.02.2020

Enrolment renewal to be announced
(Don’t forget to pay your semester contribution for next summer term!)

Semester breaks/holidays:
Day of German Unity (Bank Holiday): 03.10.2019
All Saints Day (Bank Holiday): 01.11.2019
(All shops and supermarkets are closed in North-Rhine-Westphalia!)
Christmas Holidays: 23.12.2019 – 03.01.2020
Semester Holidays: 17.02.2020 – 20.03.2020
(Between winter and summer term)

Introduction/Block seminar weeks
Winter Semester: 01.10.2019 – 05.10.2019
18.11.2019 – 23.11.2019

- During these weeks, no weekly lectures take place!
- Please have a look at your schedule, if a block seminar takes place!
### Academic Calendar Winter Term 2019/20 ESM - Overview Block Courses and Weekly Lectures

<table>
<thead>
<tr>
<th>October</th>
<th>November</th>
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</thead>
<tbody>
<tr>
<td><strong>1st semester</strong></td>
<td><strong>3rd semester</strong></td>
</tr>
<tr>
<td>1 Tue</td>
<td>Introduction week (see separate schedule)</td>
</tr>
<tr>
<td>2 Wed</td>
<td>Introduction week (see separate schedule)</td>
</tr>
<tr>
<td>3 Thu</td>
<td>National Holiday / Social Event</td>
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<tr>
<td>4 Fri</td>
<td>Introduction week (see separate schedule)</td>
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<tr>
<td>5 Sat</td>
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<td>6 Sun</td>
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<td>German A1</td>
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<td>8 Tue</td>
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<td>9 Wed</td>
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<tr>
<td>10 Thu</td>
<td>German A1</td>
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<td>11 Fri</td>
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<td>13 Sun</td>
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<tr>
<td>14 Mon</td>
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<td>15 Tue</td>
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<td>16 Wed</td>
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<td>31 Thu</td>
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<td>December</td>
<td>January</td>
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<tr>
<td>1 Sun</td>
<td>Berlin Trip</td>
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<td>4 Wed</td>
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<td>5 Thu</td>
<td>German A1</td>
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<td>8 Sun</td>
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<td>9 Mon</td>
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<td>15 Sun</td>
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<td>16 Mon</td>
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<td>30 Mon</td>
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<tr>
<td>31 Tue</td>
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</table>

Christmas Holidays

EXAMS

December | January | February
----------|---------|----------
1 Sun  | Berlin Trip | 1  Wed | Christmas Holidays | 1 Sat  |
2 Mon  | German A1 | 2  Thu | Christmas Holidays | 2 Sun  |
3 Tue  |           | 3  Fri |                                 | 3 Mon  |
4 Wed  |           | 4  Sat |                                 | 4 Tue  |
5 Thu  | German A1 | 5  Sun |                                 | 5 Wed  |
6 Fri  |           | 6  Mon | German A1                       | 6 Thu  |
7 Sat  |           | 7  Tue |                                 | 7 Fri  |
8 Sun  |           | 8  Wed |                                 | 8 Sat  |
9 Mon  | German A1 | 9  Thu | German A1                       | 9 Sun  |
10 Tue |           | 10  Fri|                                 | 10 Mon |
11 Wed |           | 11  Sat|                                 | 11 Tue |
12 Thu | German A1 | 12  Sun|                                 | 12 Wed |
13 Fri |           | 13  Mon| German A1                       | 13 Thu |
14 Sat |           | 14  Tue|                                 | 14 Fri |
15 Sun |           | 15  Wed|                                 | 15 Sat |
16 Mon | German A1 | 16  Thu| German A1                       | 16 Sun |
17 Tue |           | 17  Fri|                                 | 17 Mon |
18 Wed |           | 18  Sat|                                 | 18 Tue |
19 Thu | German A1 | 19  Sun|                                 | 19 Wed |
20 Fri |           | 20  Mon| German A1                       | 20 Thu |
21 Sat |           | 21  Tue|                                 | 21 Fri |
22 Sun |           | 22  Wed|                                 | 22 Sat |
23 Mon |           | 23  Thu| German A1                       | 23 Sun |
24 Tue |           | 24  Fri|                                 | 24 Mon |
25 Wed |           | 25  Sat|                                 | 25 Tue |
26 Thu |           | 26  Sun|                                 | 26 Wed |
27 Fri |           | 27  Mon|                                 | 27 Thu |
28 Sat |           | 28  Tue|                                 | 28 Fri |
29 Sun |           | 29  Wed|                                 | 29 Sat |
30 Mon |           | 30  Thu|                                 | 1  Sun |
31 Tue |           | 31  Fri|                                 | 2  Mon |
### Course Plan European Master Embedded Systems

#### 1st Semester (Winter Semester)

<table>
<thead>
<tr>
<th>Module</th>
<th>Exam</th>
<th>ModNr/ PNr</th>
<th>Contact Time</th>
<th>Self Study</th>
<th>ECTS-Punkte</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mathematics for Signals &amp; Controls</td>
<td>MOD1-01</td>
<td>10110/11</td>
<td>4</td>
<td>60</td>
<td>120</td>
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<tr>
<td>Distributed and Parallel Systems</td>
<td>MOD1-02</td>
<td>10120/21</td>
<td>4</td>
<td>60</td>
<td>120</td>
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<tr>
<td>Embedded Software Engineering</td>
<td>MOD1-03</td>
<td>10130/31</td>
<td>4</td>
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<tr>
<td>Requirements Engineering</td>
<td>MOD1-04</td>
<td>10140/41</td>
<td>4</td>
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<tr>
<td>Scientific &amp; Transversal Skills</td>
<td>MOD1-05</td>
<td>10160/61</td>
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<td><strong>5</strong></td>
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#### 2nd Semester (Summer Semester)

<table>
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<th>Module</th>
<th>Exam</th>
<th>ModNr/ PNr</th>
<th>Contact Time</th>
<th>Self Study</th>
<th>ECTS-Punkte</th>
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</thead>
<tbody>
<tr>
<td>Mechatronic Systems Engineering</td>
<td>MOD2-01</td>
<td>10210/11</td>
<td>4</td>
<td>60</td>
<td>120</td>
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<tr>
<td>Microelectronics &amp; HW/SW Co-Design</td>
<td>MOD2-02</td>
<td>10220/21</td>
<td>4</td>
<td>60</td>
<td>120</td>
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<tr>
<td>R&amp;D Project Management</td>
<td>MOD2-03</td>
<td>10230/31</td>
<td>4</td>
<td>60</td>
<td>120</td>
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<tr>
<td>Signals and Control Systems 1</td>
<td>MOD2-04</td>
<td>10240/41</td>
<td>4</td>
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<tr>
<td>Elective 1 *</td>
<td>MOD2-05</td>
<td>10250</td>
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#### 3rd Semester (Winter Semester)

<table>
<thead>
<tr>
<th>Module</th>
<th>Exam</th>
<th>ModNr/ PNr</th>
<th>Contact Time</th>
<th>Self Study</th>
<th>ECTS-Punkte</th>
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<tbody>
<tr>
<td>Elective 2 *</td>
<td>MOD3-01</td>
<td>10310</td>
<td>4</td>
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<tr>
<td>Elective 3 *</td>
<td>MOD3-02</td>
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<td>Research Project (Thesis)</td>
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#### 4th Semester (Summer Semester)

<table>
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<th>Module</th>
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<th>PNr</th>
<th>Contact Time</th>
<th>Self Study</th>
<th>ECTS-Punkte</th>
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<tbody>
<tr>
<td>Master Thesis and Colloquium</td>
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<td><strong>1</strong></td>
<td><strong>0</strong></td>
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</table>

1 SWS= weekly hours per semester
*cf. Catalogue of Elective Modules
## Catalogue of Elective Modules

<table>
<thead>
<tr>
<th>Modul</th>
<th>Module nr.</th>
<th>Exam nr.</th>
<th>Workload Contact hours</th>
<th>self study (hrs)</th>
<th>ECTS</th>
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<tbody>
<tr>
<td>Applied Embedded Systems</td>
<td>MOD-E01</td>
<td>10401</td>
<td>4</td>
<td>60</td>
<td>120</td>
</tr>
<tr>
<td>Smart Home &amp; Smart Building &amp; Smart City</td>
<td>MOD-E02</td>
<td>10414</td>
<td>4</td>
<td>60</td>
<td>120</td>
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<tr>
<td>SW Architectures for Embedded and Mechatronic Systems</td>
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<td>10403</td>
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<td>120</td>
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<tr>
<td>Signals and Systems for Automated Driving ***</td>
<td>MOD-E04</td>
<td>10404</td>
<td>4</td>
<td>60</td>
<td>120</td>
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<tr>
<td>IoT &amp; Edge Computing</td>
<td>MOD-E05</td>
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<tr>
<td>Computer Vision ***</td>
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<tr>
<td>Signals &amp; Control Systems 2 ***</td>
<td>MOD-E07</td>
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<tr>
<td>Formal Methods</td>
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<td>System on Chip Design</td>
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<tr>
<td>Research Seminar</td>
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<tr>
<td>Module(s) from cooperating institutions</td>
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<tr>
<td>Module(s) from study courses of the home institution**</td>
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<td>10431</td>
</tr>
</tbody>
</table>

* From the Catalogue of Compulsory Electives, a minimum of 3 modules must be completed with an examination (MOD2-05, MOD3-01 and MOD3-02). More than 18 credit points may be obtained which will be marked in the certificate.

** If compulsory elective modules of the Ruhr Master School (RMS) are part of the course programmes of Dortmund University of Applied Sciences and Arts (Fachhochschule Dortmund), students must complete the examinations within their own course programme.

Upon application, modules of the course programmes participating in the RMS may be elected.

*** At least 1 of the following Modules must be taken as an Elective: MOD-E04, MOD-E06, or MOD-E07.
<table>
<thead>
<tr>
<th>Hour</th>
<th>Monday (Montag)</th>
<th>Tuesday (Dienstag)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Hour 08:15</td>
<td>Subject</td>
<td>Mathematics for Signals &amp; Controls (MOD1-01)</td>
</tr>
<tr>
<td>08:00</td>
<td>Type / Lecturer</td>
<td>SV Becker</td>
</tr>
<tr>
<td>Room</td>
<td></td>
<td>SON24, A204</td>
</tr>
<tr>
<td>2. Hour 09:15</td>
<td>Subject</td>
<td>Scientific &amp; Transversal Skills (MOD1-05)</td>
</tr>
<tr>
<td>09:00</td>
<td>Type / Lecturer</td>
<td>SV Becker</td>
</tr>
<tr>
<td>Room</td>
<td></td>
<td>SON24, A204</td>
</tr>
<tr>
<td>3. Hour 10:05</td>
<td>Subject</td>
<td>Modeling of Embedded Systems (UML) - SV Henkler</td>
</tr>
<tr>
<td>10:00</td>
<td>Type / Lecturer</td>
<td>SV Becker</td>
</tr>
<tr>
<td>Room</td>
<td></td>
<td>SON24, A204</td>
</tr>
<tr>
<td>4. Hour 11:00</td>
<td>Subject</td>
<td>Embedded Software Engineering (MOD1-03)</td>
</tr>
<tr>
<td>10:45</td>
<td>Type / Lecturer</td>
<td>SV Henkler</td>
</tr>
<tr>
<td>Room</td>
<td></td>
<td>SON24, A204</td>
</tr>
<tr>
<td>5. Hour 11:55</td>
<td>Subject</td>
<td>Scientific &amp; Transversal Skills (MOD1-05)</td>
</tr>
<tr>
<td>11:40</td>
<td>Type / Lecturer</td>
<td>SV Henkler</td>
</tr>
<tr>
<td>Room</td>
<td></td>
<td>SON24, A204</td>
</tr>
<tr>
<td>6. Hour 12:50</td>
<td>Subject</td>
<td>Scientific &amp; Transversal Skills (MOD1-05)</td>
</tr>
<tr>
<td>12:35</td>
<td>Type / Lecturer</td>
<td>SV Henkler</td>
</tr>
<tr>
<td>Room</td>
<td></td>
<td>SON24, A204</td>
</tr>
<tr>
<td>7. Hour 14:00</td>
<td>Subject</td>
<td>Scientific &amp; Transversal Skills (MOD1-05)</td>
</tr>
<tr>
<td>13:45</td>
<td>Type / Lecturer</td>
<td>SV Henkler</td>
</tr>
<tr>
<td>Room</td>
<td></td>
<td>SON24, A204</td>
</tr>
<tr>
<td>8. Hour 14:55</td>
<td>Subject</td>
<td>Modeling of Embedded Systems (UML) - SV Henkler</td>
</tr>
<tr>
<td>14:40</td>
<td>Type / Lecturer</td>
<td>SV Henkler</td>
</tr>
<tr>
<td>Room</td>
<td></td>
<td>SON24, A204</td>
</tr>
<tr>
<td>9. Hour 15:50</td>
<td>Subject</td>
<td>Embedded Software Engineering (MOD1-03)</td>
</tr>
<tr>
<td>15:35</td>
<td>Type / Lecturer</td>
<td>SV Henkler</td>
</tr>
<tr>
<td>Room</td>
<td></td>
<td>SON24, A204</td>
</tr>
<tr>
<td>10. Hour 16:45</td>
<td>Subject</td>
<td>Requirements Engineering (MOD1-04) - laboratory course - group A</td>
</tr>
<tr>
<td>16:30</td>
<td>Type / Lecturer</td>
<td>SV Henkler</td>
</tr>
<tr>
<td>Room</td>
<td></td>
<td>SON24, A204</td>
</tr>
</tbody>
</table>

### Weekly Lectures

<table>
<thead>
<tr>
<th>Day</th>
<th>Subject</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monday (Montag)</td>
<td>Mathematics for Signals &amp; Controls (MOD1-01)</td>
<td>Emil-Figge-Str. 43, REFA*</td>
</tr>
<tr>
<td>Tuesday (Dienstag)</td>
<td>Scientific &amp; Transversal Skills (MOD1-05)</td>
<td>Emil-Figge-Str. 43, REFA*</td>
</tr>
<tr>
<td>Wednesday (Mittwoch)</td>
<td>Modeling of Embedded Systems (UML) - SV Henkler</td>
<td>Emil-Figge-Str. 43, REFA*</td>
</tr>
<tr>
<td>Thursday (Donnerstag)</td>
<td>Embedded Software Engineering (MOD1-03)</td>
<td>Emil-Figge-Str. 43, REFA*</td>
</tr>
<tr>
<td>Friday (Freitag)</td>
<td>Requirements Engineering (MOD1-04) - laboratory course - group A</td>
<td>Emil-Figge-Str. 43, REFA*</td>
</tr>
</tbody>
</table>

### Semester Start: 01.10.2019

- **Monday (Montag)**
  - 08:15: Mathematics for Signals & Controls (MOD1-01) - SV Becker
  - 09:15: Scientific & Transversal Skills (MOD1-05) - SV Becker
  - 10:05: Modeling of Embedded Systems (UML) - SV Henkler
  - 11:00: Embedded Software Engineering (MOD1-03) - SV Henkler
  - 11:55: Scientific & Transversal Skills (MOD1-05) - SV Henkler
  - 12:50: Scientific & Transversal Skills (MOD1-05) - SV Henkler
  - 13:45: Scientific & Transversal Skills (MOD1-05) - SV Henkler
  - 14:40: Scientific & Transversal Skills (MOD1-05) - SV Henkler
  - 14:55: Modeling of Embedded Systems (UML) - SV Henkler
  - 15:50: Embedded Software Engineering (MOD1-03) - SV Henkler
  - 16:45: Requirements Engineering (MOD1-04) - laboratory course - group A - SV Henkler

- **Tuesday (Dienstag)**
  - 08:00: Subject / Type / Lecturer / Room: SV Becker / SON24, A204
  - 09:00: Subject / Type / Lecturer / Room: SV Becker / SON24, A204
  - 10:00: Subject / Type / Lecturer / Room: SV Becker / SON24, A204
  - 10:45: Subject / Type / Lecturer / Room: SV Henkler / SON24, A204
  - 11:40: Subject / Type / Lecturer / Room: SV Henkler / SON24, A204
  - 12:35: Subject / Type / Lecturer / Room: SV Henkler / SON24, A204
  - 13:45: Subject / Type / Lecturer / Room: SV Henkler / SON24, A204
  - 13:45: Subject / Type / Lecturer / Room: SV Henkler / SON24, A204
  - 14:40: Subject / Type / Lecturer / Room: SV Henkler / SON24, A204
  - 14:45: Subject / Type / Lecturer / Room: SV Henkler / SON24, A204
  - 15:35: Subject / Type / Lecturer / Room: SV Henkler / SON24, A204
  - 15:40: Subject / Type / Lecturer / Room: SV Henkler / SON24, A204
  - 16:30: Subject / Type / Lecturer / Room: SV Henkler / SON24, A204
  - 16:45: Subject / Type / Lecturer / Room: SV Henkler / SON24, A204
  - 17:30: Subject / Type / Lecturer / Room: SV Henkler / SON24, A204

### Room Information

- **Room Information**
  - Emil-Figge-Str. 43, REFA*
  - Emil-Figge-Str. 42, A.1.02
  - Emil-Figge-Str. 42, A.1.03
  - Emil-Figge-Str. 43, REFA*
  - Emil-Figge-Str. 43, REFA*
  - Emil-Figge-Str. 42, A.1.02
  - Emil-Figge-Str. 42, A.1.03
  - Emil-Figge-Str. 42, A.1.03
  - Emil-Figge-Str. 42, A.1.03
  - Emil-Figge-Str. 42, A.1.03

### Schedule Winter Term 2019/20

- **Master course ESM - 1. Semester – Weekly Lectures**
  - **Semester Start:** 01.10.2019

### Additional Information

- **Room Information:**
  - Emil-Figge-Str. 43, REFA*
  - Emil-Figge-Str. 42, A.1.02
  - Emil-Figge-Str. 42, A.1.03

- **Subject Information:**
  - Mathematics for Signals & Controls (MOD1-01)
  - Scientific & Transversal Skills (MOD1-05)
  - Modeling of Embedded Systems (UML)
  - Embedded Software Engineering (MOD1-03)
  - Requirements Engineering (MOD1-04)

- **Type and Lecturer:**
  - Subject (SV)
  - Type (Type)
  - Lecturer (Lecturer)

- **Room Information:**
  - Emil-Figge-Str. 43, REFA*
  - Emil-Figge-Str. 42, A.1.02
  - Emil-Figge-Str. 42, A.1.03

- **Semester Start:** 01.10.2019
<table>
<thead>
<tr>
<th>Introduction Week</th>
<th>German Class - A1</th>
<th>SaTS - UAL (MOD1-05)</th>
<th>ESE (MOD1-05)</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th></th>
<th></th>
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</tr>
</thead>
<tbody>
<tr>
<td>07.01.2020</td>
<td>21.01.2020</td>
<td>21.01.2020</td>
</tr>
</tbody>
</table>

| Exam Period | 27.06. - 14.02.2020 |
| Exam Application Period | 26.05. - 02.09.2019 |

| Autumn Holidays | 25.10. - 26.10. - except RMT A |
| Lecture Free Period | 06.10.2019 |
| 06.10.2019 | 29.10.2019 |

| Summer Holidays | 01.09.2019 |

| University of Applied Sciences and Arts | 10 |
## Master course ESM - 3. Semester – Weekly Lectures

<table>
<thead>
<tr>
<th>Time</th>
<th>Monday (Montag)</th>
<th>Tuesday (Dienstag)</th>
<th>Wednesday (Mittwoch)</th>
<th>Thursday (Donnerstag)</th>
<th>Friday (Freitag)</th>
<th>Seminar (Semestergang)</th>
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<tbody>
<tr>
<td>08:15</td>
<td>SV Thiem: Computer Vision (MOD-E06)</td>
<td>SV Becker: Signals &amp; Control Systems 2 (MOD-E07)</td>
<td></td>
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<td></td>
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<tr>
<td>09:00</td>
<td>SV Thiem: Computer Vision (MOD-E06)</td>
<td>SV Becker: Signals &amp; Control Systems 2 (MOD-E07)</td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>09:55</td>
<td>SV Thiem: Computer Vision (MOD-E06)</td>
<td>SV Becker: Signals &amp; Control Systems 2 (MOD-E07)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>10:50</td>
<td>SV Becker: Signals &amp; Control Systems 2 (MOD-E07)</td>
<td></td>
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</tr>
<tr>
<td>11:45</td>
<td>SV Thiem: Computer Vision (MOD-E06)</td>
<td></td>
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</tr>
<tr>
<td>12:40</td>
<td>SV Schulz: System on Chip Design (MOD-E09)</td>
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<td>13:35</td>
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</tr>
<tr>
<td>14:00</td>
<td>SV Schulz: System on Chip Design (MOD-E09)</td>
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<tr>
<td>14:45</td>
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<td>15:40</td>
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</tbody>
</table>

### Block Weeks
- 21.10. - 26.10.2019

### International Week
- 28.10. - 31.10.2019

### Lecture-Free Periods
- 21.10. - 26.10. - except RMT-A
- 18. - 22.11.2019
- 27.01. - 14.02.2020
- 18.11. - 01.12.2019

### Exam Periods
- Exam Application Period
- Exam Period
- 04.01. - 08.01.2020

### Exam Breaks
- 23.12.2019 - 03.01.2020

### Autumn holidays
- 03.10.2019
- 01.11.2019
- 21.10. - 26.10.2019
- 23.12.2019 - 03.01.2020
- 07.01. - 14.01.2020
- 18.01. - 02.02.2020
- 13.02. - 14.02.2020
- 17.02. - 21.02.2020

### Exam windows
- 27.01. - 02.02.2020
- 18.01. - 19.02.2020
- 03.03. - 04.03.2020

### Final Exams
- 03.01. - 03.02.2020
- 23.01. - 23.02.2020
- 27.02. - 27.03.2020
- 10.03. - 10.04.2020

### Final Exams in multiple parts
- 26.03. - 02.04.2020
- 27.04. - 27.05.2020
- 28.05. - 28.06.2020
General Information

Mandatory Modules and Electives
Some mandatory modules and electives are divided into two or more partial lectures. You need to participate in all lectures for completing the whole module. Please note that you only can be registered for the complete module. You have to pass all partial lectures to get credits, otherwise, you will not get the credits for the whole module as well.

The Grading Scale used at Fachhochschule Dortmund

<table>
<thead>
<tr>
<th>Grade</th>
<th>Descriptor</th>
<th>Pass/fail</th>
</tr>
</thead>
<tbody>
<tr>
<td>1,0-1,3</td>
<td>'sehr gut' – very good</td>
<td>pass</td>
</tr>
<tr>
<td>1,7-2,3</td>
<td>'gut' – good</td>
<td>pass</td>
</tr>
<tr>
<td>2,7-3,3</td>
<td>'befriedigend' – satisfactory</td>
<td>pass</td>
</tr>
<tr>
<td>3,7-4,0</td>
<td>'ausreichend’ – sufficient</td>
<td>pass</td>
</tr>
<tr>
<td>4,3-5,0</td>
<td>'mangelhaft’ – deficient</td>
<td>fail</td>
</tr>
</tbody>
</table>

Please also note that there is generally no compensation when you fail a module, i.e. if you need the credits from a module, you have to pass it and failing a module cannot be compensated by passing other modules.

You have three attempts to pass an examination in a module. Make sure that you do not fail the same examination a third time, as this will end your study at Fachhochschule Dortmund.
Arrival

Enrolment at International Office

Procedure and Most Important Information

In order to be enrolled at Fachhochschule Dortmund and become a student officially you need to register at the International Office. For that you will need:

- **Enrolment form** – print-out from online enrolment
- **Passport**
- **Originals of your Bachelor’s degree plus transcripts and Master’s degree (if it exists) or equivalent diplomas and transcripts**
- **Original of your English language certificate**
- **A bank statement or other proof that the semester contribution has been paid** (you do not have to pay the amount from abroad- it is sufficient when you transfer it before you come for enrolment to the International Office. You can make either a money transfer from your new bank account, or you can pay with cash in any other bank but it will cost about €10.)
- **Health insurance certificate** – One of the most popular insurance company in Germany TK (Techniker Krankenkasse) can be found at Campus Nord. The monthly payments is about 90€. Original health insurance certificate (Versicherungsbescheinigung zur Vorlage bei der Hochschule) issued by your health insurance agency as a proof that you have health insurance coverage. This document is a proof of an existing public health insurance in Germany and includes the insurance number as well as the agency number (Betriebsnummer). Your health insurance card (Versichertenkarte) cannot be accepted as a proof. If you are privately insured, please present the exemption certificate (Befreiungsbescheinigung) issued by a public health insurance agency like TK at campus. Exemption: if you are 30 years or older you do not need this proof.

Please note! Before making an insurance contract you should have a contract for your room/apartment and open a bank account in a German bank (insurance payment will be withdrawn from it).

- **Bank account** can be opened for free up to a certain age; this varies between 26 - 28 years depending usually on the bank. There are two banks on Campus Nord: Sparkasse Dortmund and Volksbank Dortmund.

For more information, please check the following link:

Responsible Contact Persons in International Office for Enrolment and Further Questions

Annika Böttger

Working Area:
Admission and Enrolment for international Master students

Office Hours:
Mon, Wed & Fri.: 9:30 am – 12:30 pm
Tue.: 1:00 pm – 4:00 pm

Room: SON A 007a
(Sonnenstraße 96, building A)

Phone: +49 (231) 9112-9732
Fax: +49 (231) 9112-9795
Email: annika.boettger@fh-dortmund.de

Contact person is coming soon

Working Area:
Information, social advice and counseling for international Master students; integration talks with Bachelor students, DAAD Award, Exchange Students (Incomings)
More information about social advice:

Office Hours: will be announced soon
Room: SON A 010
(Sonnenstraße 96, building A, room 010)

Phone: +49 (231) 9112-8130
Fax: +49 (231) 9112-9795
Email: will be announced soon

The International Office is located in the Sonnenstraße 96, building A, 44139 Dortmund:

You have to get to the station “Dortmund-Möllerbrücke” by S-Bahn (city train) or U-Bahn (subway) and walk along Sonnenstraße for 5 min.

Please comply with the office hours of the International Office!
Please note: Keep an eye on the documents issued by International Office when you are enrolled:

- Temporary student identity card being valid for a limited time until you get the FH card
- Documents are needed to register at Dortmund city council

You also need to register at Dortmund city council. Non-EU students need to request a visa application during the first three weeks. – During the introduction week, an information meeting concerning registration at Dortmund city council is held. If students cannot participate at this meeting, forms are deposited at the International Office or International Master Exchange Point will support you with filling in the forms and providing all needed information.

Place to Live

As mentioned during the application process we do not own any housing facilities and cannot offer any accommodation service for the degree-seeking students. Prospective students are obliged to find a suitable accommodation for the time of their studies by themselves.

Please check the websites of the International Office to find appropriate accommodation: [www.fh-dortmund.de/int_housing](http://www.fh-dortmund.de/int_housing) There are many different possibilities:

1. Dormitories of Studierendenwerk Dortmund:

   At the moment the waiting period is up to 2 semesters so it is hard to get a dormitory room for the beginning here. We strongly advise you to look for alternatives and parallel to apply here if you are interested to move to one of the dormitories in Dortmund later on during your study course. Application for a room at a dormitory of Studierendenwerk in Dortmund can be done online: [https://tl1host.eu/SWDO/#admission](https://tl1host.eu/SWDO/#admission)

   **Studierendenwerk Dortmund**

   **Working hours**

   - Tue, Wed 9:00 am – 12:00 pm
   - Thu 1:00 pm – 3:30 pm

   **Address**

   Vogelpothsweg 85
   44227 Dortmund

   Yellow building in Campus Nord (to the right)

   **Please note!** As the waiting period for the dormitories in Dortmund is very long, we recommend you to look for different options for the first 1 - 2 semester(s) or longer!

2. Private Accommodation and Private Dormitories:

   Private apartments, rooms in a shared apartment or private dormitories are a good choice if you are looking for an accommodation for first nights/weeks/months or even for the whole duration of your studies.

   Here you will find a lot of helpful information, links and hints on when to apply and where to look for:

3. Other Cities in the Neighbourhood:

While looking for accommodation please check also the offers in the neighbouring cities.

The public transport in the region works very well. With your NRW student ticket (which you will get after the enrolment) you can travel fast and without any problems. Many of our students live in neighbouring cities like Bochum, Witten, Wetter, Essen etc. and come even much faster to the campus than the students who live in different corners in Dortmund. From Bochum (which is a nice student city with a good and cheap housing market) there is a train which goes directly from the main station to the Emil-Figge-Str. campus within 20 minutes!

4. Private Dormitories:

You can try to apply for private dormitories as well but please keep in mind that there might be also a long waiting period here. Please get in contact with the dormitory management to inform yourself. Here is a list with private dormitories in the region:


We also recommend you to apply for dormitories in the neighbouring cities - for example the private dormitory "Papageienhaus/ Parrot House" in Bochum. Here is a direct link to the contact:

https://www.swh-bochum.de/index.php/contact/contact-e-mail-us

Some of the international Master students live in the private dormitory "Wihoga" in Dortmund. Here is their website: https://www.wihoga.de/campus/ and here is their actual offer:

https://www.wihoga.de/fileadmin/user_upload/Wohnheim-Angebot_WIHOGA_Externe.pdf

Please note! After being signed, the contract cannot be easily terminated (canceled). According to German law, if you want to move out from the flat before the contract expires you have to notify 3 months in advance, or you have to find a person who will rent your apartment for the rest period of the due contract.

! You have to pay your rent monthly; otherwise the fine is added to it.

Public Transport

As you don’t have “Semesterticket” when you arrive in Germany you have to buy a ticket to get to Dortmund from the airport and for your first days as long as you are not enrolled. This can be done at the vending machines. The tickets are distinguished according to the territory they cover: “A” tickets are valid for 90 min, “B” – 120 min, “C” – 180 min, and “D” – 300 min.

You have to punch your ticket near the place you take the train, tube (U-Bahn) or directly in the bus with machines like on the one on the picture.

Even though nobody checks your tickets (except buses) when you enter the public transport you should have one. You have to pay 60€ in case you don’t have it when checked.

Later, after enrolment at the International Office and logging in ODS you can print your “Semesterticket”. With the ticket you can travel for free with the public transport within NRW area.
Registration in the City of Dortmund

All citizens living in Germany must be registered in the city they live in. You must do it at the Citizen Services usually called in Germany Bürgerbüro or Bürgeramt within 2 weeks after moving to that particular city.

European citizens simply contact the Bürgerdienste in the city center or registration offices in other municipal districts. Students from Non-EU-Countries have to contact International Citizen Services (Bürgerdienste International) which is the name of the Immigration Office of Dortmund. The administration and immigration issues will be both carried out there.

Please note:

- If you live in a different city than Dortmund you should register there - even if you are studying in Dortmund.
- Remember that it is also compulsory to deregister with the Citizens Services when you leave Germany permanently and want to go back to your home country or move to any other foreign country!

Required documents for the registration at the Bürgerdienste (Citizen Services) of Dortmund (for EU-Citizens):

- Current address in Dortmund written in the „Wohnungsgeberbestätigung“ written confirmation signed by the landlord with your address and move-in date. More Information about the landlord confirmation can be found here. (The document will be given to exchange students by Studierendenwerk while signing the contract – keep it safe!)
- ID card (EU-citizens) and a copy of it
- Registration form (filled in)

Required documents for the registration at the Bürgerdienste International of Dortmund (Non-EU-Citizens):

The following documents are to be turned in if you already have a valid residence permit or come with a visa and you first just want to register at the International Citizen Services:

- Residence registration form (can be downloaded or picked up at the International Office)
- Landlord Confirmation: Wohnungsgeberbestätigung - it is a written confirmation signed by the landlord with your address and move-in date, more Information about it can be found here. (The document will be given to exchange students by Studierendenwerk while signing the contract – keep it safe!)
- National passport, original and a copy of it
- Current residence permit/visa with the supplementary sheet - original and a copy of it

In some individual cases there may be also following documents needed (e.g. in case the visa/residence permit already expired):

- a biometric photo
- University enrolment certificate (Studienbescheinigung) or certificate of attendance in a language course with DSH-certificate/TestDaF-confirmation

On the following website more information can be found:
www.fh-dortmund.de/int_registration_residence_permit

Bank Account

As soon as you are enrolled you should consider opening a bank account. You need the bank account to transfer the monthly rent. Keep in mind that there could be high transfer costs, when you transfer money from your bank in your home country to a German bank account. The better option
for students is to transfer a huge amount of money once you have opened a bank account in Germany, in order to have enough money for the whole stay and keep the transfer costs as low as possible.

For opening a current bank account in Dortmund you will need the following documents:

→ A certificate of registration in the city of Dortmund (you will receive confirmation after your registration in at the Bürgerdienste/Citizen Services),
→ Valid residential address in Dortmund as well as a renting contract,
→ Your national identity card/ visa/ residence permit - please make a copy of it as well
→ And the enrolment certificate from FH Dortmund (Studienbescheinigung) - it can be printed via ODS. In case you do not have any possibility to print in by yourself do not hesitate to contact the Social Advisory Service at the International Office - we will gladly help you during our office hours.

Please find more information about bank accounts on the following website:
www.fh-dortmund.de/int_bank_account

Living (costs)

Semester Contribution Fee
All students of Fachhochschule Dortmund University of Applied Sciences and Arts need to pay a semester contribution, so-called »Semesterbeitrag« of approximately € 300 for each semester.

The first semester contribution must be paid before the enrolment and a proof of it must be brought with to the enrolment.

Afterwards you will have to pay the semester contribution each semester and will be informed about it via email to your FH-email-address by the Office for Student Affairs/ Studienbüro - this process is called enrolment renewal and in German "Rückmeldung". You can also find the information about the amount which must be paid in your ODS.

Please have a look at the information of the Office for Student Affairs (Studienbüro) on issues like: enrolment renewal, leave of absence and semester ticket etc. More information on the semester contribution and its calculation can be found also on the website of the Office for Student Affairs (German only).

NRW Ticket
As a student at FH Dortmund you receive a NRW-Semesterticket which is valid for one semester. The payment for it is included in the semester contribution, so-called “Semesterbeitrag” of approximately € 300 for each semester. The amount of money which must be paid as the semester contribution can be checked on the websites of the Office for Student Affairs (Studienbüro). You will find there also more information on the semester contribution and its calculation.

All students of Dortmund University of Applied Sciences and Arts need to pay the semester contribution. This fee is not a tuition fee but a contribution towards our social facilities. It includes subsidised meals in all ten cafeterias, free access to public libraries and of course also your semester ticket, the so-called »NRW-ticket«. The ticket allows the holder to travel free on public transport, including buses, underground, tram and local trains (2nd class) in North-Rhine Westphalia (NRW).

NRW-ticket offers you a great way of getting around and seeing the region! On our website you will find lots of hints on what to visit and what to see in the NRW-region and the Ruhr Area itself! Take your pick there is something for everyone!
Health Insurance
Anyone who wants to study in Germany needs a valid health insurance, also German students – without it you won't be able to enroll at Fachhochschule Dortmund University of Applied Sciences and Arts. A valid health insurance is also mandatory for your whole stay in Germany.

A proof of valid health insurance is also required for applying for a visa as well and later for its extension at Bürgerdienste International (International Citizen Services) in Dortmund or other Immigration Offices in further cities.

When you arrive in Germany you must get a new health insurance valid for your whole study programme here. In case you come from an EU-country and have an EHIC-card please read the separate information below.

In Germany there are two types of health insurance:

- statutory health insurance
- private health insurance

The detailed explanation of these both can be found on our website. Depending on the purpose of residence and the student’s age, the conditions may differ. Please read the information carefully and check the links on the right side as well. The decision for a certain insurance system is an individually one. We cannot give you any direct recommendation!

Public Broadcasting License Fees
The public broadcasting license fees from ARD, ZDF and Deutschlandradio (former GEZ) is compulsory and need to be paid by everyone living in Germany. A flatrate contribution is charged to every apartment so that, in principle, every household has to pay it. TV/radio taxes must be paid for each apartment, even if this apartment is inhabited by foreign students exclusively and you do not own tv/radio. The monthly fee amounts to approx. € 18.

On our website you will find links and documents about public broadcasting fees. We also prepared most important FAQs for you - please read this document carefully.

Accommodation
The accommodation costs for the rooms in a dormitory or in a private apartment in Dortmund and surroundings range at the moment from € 250 to € 500. The survey International Student Barometer (ISB) proves that almost the half of our international students pay about € 250 to €300 for the accommodation in a month! This is really affordable in comparison to other cities in Germany! If you want to rent a bigger flat than the costs are of course higher. Furnished rooms or apartments are more expensive as well and are not that popular in Germany.

Hint: In case you rent an unfurnished apartment or a room you can buy pretty cheap used furniture in good condition very easily in Germany - online or in second-hand shops. Often you can buy the furniture also from the former tenant. Just ask for it and do not hesitate to negotiate the price.

Please do not forget that in case of renting a private accommodation beside the rent you have to pay other costs as well - for electricity, water and heating costs, rubbish collection, public broadcasting fees etc. Please check our website on general living costs in Germany as well. There are some general important things to know about the German housing market and some important regulations. Please check our websites for more information on that topic.
Please be cautious and do not pay any rents or deposits in advance, before your arrival and before you have spoken to the landlord and have signed the contract or at least seen the particular apartment. There have been some cases of fraud recently. The indication of a foreign IBAN is quite certainly a reference to fraudsters.

**IT Systems FH Dortmund**

**Activation of FH Identification**

After the successful enrolment you will get a letter “Informationen zu den IT-Diensten für Studierende”, which contains the following information:

- FH-ID
- Passwort
- E-Mail
You need this information in order to activate your FH Identification. Proceed as follows:
Go to: http://www.fh-dortmund.de/selbstverwaltung

Please log in with your FH-Kennung and password. Then click on “Anmelden”.

Now you are asked to define safety questions so that you can reset your password if you forget your registration data somehow.

Answer the given questions, e.g.:
Since when are you a member of the Fachhochschule Dortmund? (Year)
Afterwards create individual questions. Like “In which town were you born?” or “What is your favourite holiday country?”
Now click on the item “Passwort ändern”.
There you can change your initial password to a password of our choice.
Your password needs to have the following characteristics:

- minimum no. of characters: 7
- maximum no. of characters: 50
- the use of capital and small initial letters will be differentiated
- you can’t use & and §

Then click on the button “Passwort ändern”.
Your new password will be synchronised with the connected systems. The newly assigned password belongs to your FH Identification now and is valid for the following services: https://www.fh-dortmund.de/de/hs/IT_Dienste_VZ.php

ILIAS
ILIAS is FH-Dortmund’s learning platform. Many professors use this learning platform to provide course- and lecture materials, to administer their courses or to communicate with the students.
To access ILIAS, go to http://ilias.fh-dortmund.de
Sign up with your FH identification and the corresponding password.
For any further problems there is an ILIAS help desk situated in the FH library (EF 44).
The office hours are Mon. – Fri.: 10:00 am – 2:00 pm.
ODS (Online Services for Students)

Via ODS you can use various services, e.g.

- print your certificate of enrolment
- print the six-month student rail pass,
- view your grades (Notenübersicht),
- download your transcript of records,
- change your address and contact details,
- request your FH card,
- sign up for exams or cancel your exam registration etc.

To access the ODS, go to https://ods.fh-dortmund.de/ods

Sign up with your FH identification and the corresponding password.

Then click on “Anmelden”.

Please take care to activate your ODS account as soon as possible after enrolment, since most of administrative issues are operated with this system.

Exam Registration and Deregistration

Please ask our student assistants of the International Master Exchange Point (IMEP). He helps you to register for the exams.

First please log on to your ODS account (see above). Please click “Prüfungsan-/abmeldung”

Choose the exams you wish to register for this semester, click the button “Anmelden”.

Should you wish to cancel the registration, click “Abmelden” next to the appropriate already registered exam.

The registration period is limited:

Winter term: 01.11.2019 – 30.11.2019
Summer term: 01.04.2020 – 30.04.2020

Attention: A cancellation of your registration on ODS is only possible up to 10 days before the exam date!!!

Transcript of Records

The transcript provides an overview of the already used and marked courses and the conclusion. You can see for which tests you have signed up and check your results on completed tests and exams. A transcript of marks is often used for applications for internships and can be viewed and printed. You are able to download your official transcript of records via the system ODS. Please see the following link for further instructions:
**FH Card**

For issuing of the FHcard (student ID) it is necessary to activate your ODS account (see above). Afterwards you need to upload a digital portrait picture of yourself in ODS and select “FHcard” on the right to order your FH-card.

After a few days the FH-card will be ready and you will either receive an email announcement where to pick it up personally or it will be send to you by regular mail.

Then you will also get your personal PIN. Please take your passport with you when picking it up! If you have any problems, please ask the assistant student from IMEP for help.

**Semesterticket**

As a first step in ODS, print your Semesterticket which provides free public transportation. It can be printed easily with a usual printer.

With “Semesterticket” you can travel through whole North Rhine Westphalia on regional transport (RE trains, S-Bahn, U-Bahn and buses) in 2nd class, but with the ticket you are not allowed to travel for free by ICE and IC or in 1st class of regional transport.

You can take one person with you weekdays after 7:00 pm and on weekends in the VRR area, it includes Essen, Dusseldorf and many other cities.

For finding out how to get to a certain station or even street and to know at what time the departure is, use [http://www.vrr.de/en/index.html](http://www.vrr.de/en/index.html)


When traveling with “Semesterticket” you should always have an identification document with you (either FHcard or passport).

**Access to StudWebMailer**

To receive access to your emails, which have been sent to your “@stud.fh-dortmund.de”-address, go to the following website: [https://studwebmailer.fh-dortmund.de](https://studwebmailer.fh-dortmund.de)

Log in with your FH identification and the corresponding password. Then click on the button “Anmelden”. Please note that the registration implies the change of your initial password.
**WiFi access**

The following instruction illustrates the WiFi “eduroam”. Eduroam (EducationRoaming) is an international roaming access service, which allows to log on to the WiFi by using the username and the corresponding password. Here it is necessary that the username is activated on “eduroam”.

For FH-Dortmund's users the access to WiFi is only possible with the FH-identification provided by the Identity Management.

The following general data needs to be configured for WPA/WPA2:

- **Network name (SSID):** eduroam or FHDO
- **Login:** FHKennung@fh-dortmund.de (e.g. mamus002@fh-dortmund.de)
- **Password:** The password which belongs to your FH-identification
- **Security:** WPA-Enterprise or WPA2-Enterprise
- **Encoding:** AES
- **EAP method:** PEAP
- **Phase 2 authentication:** EAP-MSCHAP v2

If you are located with your **mobile phone** on the campus choose the networks “FHDO” or “eduroam”. Type in your FH-identification as login, followed by the addition “@fh-dortmund.de” e.g. “mamus001@fh-dortmund.de”

Enter your corresponding password. It might happen that the connection has to be approved manually. Just click the button “Verbinden“ if the appropriate message appears (see picture). Now you should be connected successfully with the network “eduroam”.

**WiFi via VPN**

The VPN-Client (Virtual Private Network Client) activates a safe channel connection between your computer and the FH’s network. You will need this Client, if you wish to use for example services at home that are only available from the FH-network.

Mostly it is used for digital media provided by the library. These media can only be seen, if you are logged on to the FH-network or if a channel connection via VPN is activated.

Please install the VPN-Client software first:


There is a video showing an instruction how to install the VPN-Client:


Devices with sophisticated operating systems are able to build a VPN connection with on-board means without the additional VPN client software.

These include for instance Mac OS X, Linux, and Android. Illustrated instructions can be found on: [https://www.fh-dortmund.de/de/hs/hit/service/vpn/vpn-anleitungen.php](https://www.fh-dortmund.de/de/hs/hit/service/vpn/vpn-anleitungen.php)

In case of further IT-related questions or problems, you may also consult our Help Desk of the IT Department (room EF44_069).
Service Offers & Important Contacts

Leisure Time and Sports
You can take part in sports at TU Dortmund:

http://www.buchsys.ahs.tu-dortmund.de/sportarten/aktueller_zeitraum/index.html

For this you need to buy a Sport card once for the whole semester, some of the sports are for free, for other additional registration and payment is needed.

More leisure time activities can be found on our website!

Faculty Buildings – Finding your Way
Your courses will take place in different but neighboring buildings:
The building of Faculty of Business Studies is: Emil-Figge-Str. 44 (EF44) and the building of Faculty of Computer Science is Emil-Figge-Straße 42 (EF42)
Though it might seem complicated at first sight, the given room numbers follow an easy system. In EF44, ground floor rooms start with 0 (zero = ground floor). Room “50” has the same location on all floors, while the first digit indicates the floor, i.e. 050 ground floor, 150 first floor, 250 second floor, etc. (0= ground floor, U33 is the big room in the basement).

**Opening Hours of the buildings EFS 44:**
Mon. – Sat.: 07:00 am – 10:00 pm

**Computer lab/rooms**
After enrolment you have the possibility to use FH-Dortmund’s computer rooms. As listed below you can see how to log on to the computers and who you can consult if problems occur:

<table>
<thead>
<tr>
<th>Rooms</th>
<th>Registration</th>
<th>Contact Person</th>
</tr>
</thead>
<tbody>
<tr>
<td>EF44_082</td>
<td>Login: FH-Kennung</td>
<td>First: Help Desk-IT-Department (EF44_069)</td>
</tr>
<tr>
<td>EF44_083</td>
<td></td>
<td>Second: EF44_070, EF44_071</td>
</tr>
<tr>
<td>EF44_084</td>
<td></td>
<td></td>
</tr>
<tr>
<td>EF44_012</td>
<td></td>
<td></td>
</tr>
<tr>
<td>EF44_113</td>
<td></td>
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</tbody>
</table>

The using advices can also be found in all computer rooms on the monitors.

**Library**

**Library at Fachhochschule Dortmund**
For using the library at Fachhochschule Dortmund (2nd floor at EF 44) you need your FHcard. Books can be borrowed for one month, if they are not returned during the set date, a fine is imposed.

FH library catalogue: [http://www.fh-dortmund.de/bib](http://www.fh-dortmund.de/bib)

**Fachhochschule Library**

**Working hours**

- **Mon-Thu:** 8.00 am – 8.00 pm
- **Friday:** 8.00 am – 5.00 pm
- **Saturday:** 10.00 am – 1.30 pm

**Library of TU Dortmund**
For using the library of TU you need to register there and get another card with password (your birthday). You check books in the catalogue and find them on the 2nd and 3rd floors according to its Shelf-mark Note (e.g. 3345/Spitz or Fn 23567).

TU library catalogue: [https://www.ub.tu-dortmund.de/index.html.en](https://www.ub.tu-dortmund.de/index.html.en)

You can also use computers and wired limitless internet on the ground floor of TU library, you need a library card number for that. It is allowed to talk on the ground floor, while 1st and 2nd floors are silent zones.
TU Library

Working hours

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<tbody>
<tr>
<td>Mon-Fri</td>
<td>7.00 am</td>
<td>1.00 am</td>
</tr>
<tr>
<td>Sat, Sun</td>
<td>9.00 am</td>
<td>1.00 am</td>
</tr>
</tbody>
</table>

Please notice that it is not allowed for students of our faculty to take books from the schoolbook inventory of TU library. But you can borrow all other monographs!

Places to Print and Scan

There is a possibility to print in library at Fachhochschule Dortmund with your FHcard or you can go to the “ASTA-Copyshop”. This copyshop is run by our student council and it’s cheap to print and scan there. You’ll find the “ASTA Copyshop” nearby in Emil-Figge-Str. 38b (EF38b 008 / 009 – ground-floor).
International Office
Annika Böttger

Working Area:
Admission and Enrolment for international Master students

Office Hours:
Mon, Wed & Fri.: 9:30 am – 12:30 pm
Tue.: 1:00 pm – 4:00 pm

Room: SON A 007a
(Sonnenstraße 96, building A)

Phone: +49 (231) 9112-9732
Fax: +49 (231) 9112-9795
Email: annika.boettger@fh-dortmund.de

Frauke Albrecht

Assists in:
Organization of excursion to Berlin

Office Hours:
Mon., Wed., Fri.: 9:30 am – 12:30 pm

Room: SON A 009
(Sonnenstraße 96, building A)

Phone: +49 (0231) 9112-9128
Email: frauke.albrecht@fh-dortmund.de

Contact person is coming soon

Working Area:
Institutional ERASMUS Coordinator
Student advice in study and internship abroad
Funding of internships and study abroad

Assists in:
Signing of Certificate of Attendance
(ERASMUS mobility)
Erasmus+ Institutional ERASMUS coordinator
Course Director & Coordination

Course Director of Master in Embedded Systems for Mechatronics
Prof. Dr. Rolf Schuster
Faculty of Computer Science

Room: EFS42, room C.3.44
Phone: +49 (231) 9112-8903
rolf.schuster@fh-dortmund.de

Office Hours:
Thursday: 2:15 pm – 3:50 pm

Teaching Areas:
Embedded Software

Program Director Master Embedded Systems for Mechatronics
Prof. Dr. Peter Schulz

Room: SON A, room 503
Phone: +49 (231) 9112-9711
Email: peter.schulz@fh-dortmund.de

Office Hours:
t.b.a.

Teaching Areas:
Microprocessortechnics

Coordinator
Thorsten Ruben

Room: EFS38, room 0.20a
Phone: +49 (231) 9112-6290
Email: thorsten.ruben@fh-dortmund.de

Office Hours:
Appointment by arrangement
Assistant to the Management Board
Nicole Roth

Room: OHS 23, room 1.11
Room: EFS38, room 0.20b
Phone: +49 (231) 9112-9663
Phone: +49 (231) 9112-6395
Email: nicole.roth@fh-dortmund.de

Office Hours:
see Homepage:
https://www.fh-dortmund.de/de/adresses/idial/roth_nicole.php

Lecturer and member of Examination Board
Prof. Dr. Carsten Wolff
Faculty of Computer Science

Room: OHS23, room 1.02
Email: carsten.wolff@fh-dortmund.de

Office Hours:
Appointment by arrangement

Teaching Areas:
Technical Computer Science
International Master Exchange Point (IMEP)

Suhayeb Titi
Room: EFS44, room 008
Email: imep@fh-dortmund.de

Office Hours: Appointment by arrangement

Assists in:
Welcoming – pick up from Dortmund central station (for exchange students)

Administrative Processes after Arrival:
Keys for dormitories (for exchange students), accompany to Studentenwerk (for exchange students), medical insurance company, enrolment, registration at city, registration for exams in ODS

Office for Student Affairs (Studienbüro)
Mónica Morón Schmitz
Room: SON A, room 006
Email: monica.moron@fh-dortmund.de

Office Hours:
Monday, Wednesday, Friday 9:30 am – 12:30 pm
Tuesday 1:00 pm – 4:00 pm
or Appointment by arrangement

Assists in:
Re-Registration, Academic Leave of Absence, (de-)registration of exams, transcript of records, registration for master’s thesis