

# Welcome at FH Dortmund

Dear Student,

It is a pleasure to welcome you at FH Dortmund and at our faculty computer science. We hope you will enjoy your time with us. In the following we summarized some information, which are helpful to get started at our university. If you have any questions, please feel free to ask. The student council is happy to help you with any questions. You can also contact our exchange coordinator Prof. Dr. Reimann.

Have a good start.

## Dean

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## Student Council



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# Inhaltsverzeichnis

Field of Study.....	3
Subject admission.....	3
Module-Guide.....	3
Welcome events.....	4
FH-Card.....	4
ISIC-International Student Identity Card.....	4
FH-Kennung.....	5
Timetable.....	6
Schedule.....	6
Tutorial.....	6
“Aktuelles” .....	6
Library.....	7
FH Dortmund.....	7
TU Dortmund.....	7
E-Key for FB4.....	7
Student council.....	8
AStA.....	8
Group of regulation.....	8



## **Field of Study**

In the field of study computer science we're having six different kinds of courses: Practical Computer Science, Technical Computer Science, Medical Computer Science, Economy Computer Science, Combination Economy Computer Science and Dual Computer Science (all German).

[http://www.fh-dortmund.de/en/studint/englisch/exchange\\_students/IT\\_en.php](http://www.fh-dortmund.de/en/studint/englisch/exchange_students/IT_en.php)

## **Subject admission**

Please contact the department's delegate for international affairs at your home country before going to Germany to get information about the subject admission.

## **Module-Guide**

The Module-Guide represents the different subjects with the credit points. On the German site you have listed the different branches of computer science from the current examination regulation. You can also find detailed descriptions of the subjects on the following webpage:

<http://www.fh-dortmund.de/de/fb/4/lehre/modulhandbuch.php>

For getting an overview of older examination regulations you are supposed to open the Curriculum. The subjects might have changed during the time. The examination regulations of the university depends on the year you start your studies with. You can find the timetable Curriculum on the German Website below the headline "Pläne".

<http://www.fh-dortmund.de/de/fb/4/lehre/index.php>

## Welcome events

At the beginning of the study there are introductions and orientation courses for new students at the different facilities to give new students (so called “Ersties”) a good orientation throughout the campus and their studies (FB4: <http://www.fsrfb4.de/ersties/start>).

Apart from the general introduction the International Office organizes a special introduction for international students that focuses especially on your needs and introduces you to the institutions and your coordinators throughout your stay. Additionally you will get information about work, law, living and free-time activities.



At the faculties you will get introduced to the tutors that accompany first semester students the first few days, explaining the study regulations, clarify the issues for all departments and have an open ear for all your questions. Usually they also organize parties to get in touch with the higher semester students and organize the so called “Erstsemesterfahrten” which are trips for new students for a few days to get to know each other on a more personal basis. It is always worthwhile to take the orientation courses.

More information can be found online:

[www.fh-dortmund.de/internationaloffice](http://www.fh-dortmund.de/internationaloffice)

Or at the International Office:

Contact: Frau Albrecht, International Office

Phone: 0231 – 9112 128

E-mail: [frauke.albrecht@fh-dortmund.de](mailto:frauke.albrecht@fh-dortmund.de)

## FH-Card

The Fh-Card is your student Identity Card. You can order the card via ODS. You can use the card in the FH library, for money paying in Mensa and for your Identity in exams.

## ISIC-International Student Identity Card

With the ISIC you’re able to prove that you are a student. You can also get some discounts. There is an English website but unfortunately only the German website shows you the benefits from Germany. On the website you can find benefits such as accommodations or our Dortmund club “Nightrooms”.

<http://www.isic.de/>

The easiest way to get the card is by going to the AStA-Copyshop

(<http://www.studierbar.de/wordpress/standorte-offnungszeiten/>). They are selling the card for 15€.

To get the ISIC you need the certificate of matriculation or the Student-Id card from your home university, your passport and a colored ID picture.

## FH-Kennung

Is a shortcut of your name. You received it by post with a password. Login in the selfmanagement Tool to change your password:

<https://userapp.fh-dortmund.de:8443/IDMProv/jsps/login/Login.jsp>



Note that you have to change your password every year as it will expire.

If you have any problems please contact the “Studienbüro” or the Student council

<http://www.fh-dortmund.de/en/studi/studbuero/index.php>

You need the ID to get access to the following IT-services listed below:

- **PC-Pool**
- **E-mail:** Get useful information about events at our university, courses you signed up for or general upcoming information.  
<https://studwebmailer.fh-dortmund.de/gw/webacc>
- **ODS:** sign up for exams, get your performance record, print out your NRW-ticket, get your FH-Card, study-statement, address changing, Career Service  
<https://ods.fh-dortmund.de/ods>
- **ILIAS** get handouts from courses of your choice  
<https://www.ilias.fh-dortmund.de/ilias/login.php>
- **Studierbar** to get in contact with other students, to ask your questions and to get useful information for some exams.  
<https://www.studierbar.de/forum/>
- **VPN** [http://www.fh-dortmund.de/de/hs/servicebe/dvz/service/wlan/sslvpn\\_fhdo.php](http://www.fh-dortmund.de/de/hs/servicebe/dvz/service/wlan/sslvpn_fhdo.php)
- **Eduroam** is an international WiFi for students offered by a lot of universities by different countries. On whole campus you can login, but it is slower than the FB4-Network  
<FH- Kennung>@fh-dortmund.de
- **FB4STUD** is a faster network from our faculty
- **Microsoft Dream Spark** Big selection of Microsoft products
- **Sciebo** is a non-commercial cloud storage service for research, studying and teaching. 22 Universities in NRW join the project as data privacy is an important topic in Germany.  
<http://www.sciebo.de/en/>

## Timetable

032 P KO C.2.32 I-J  
Rechnerstrukturen und  
Betriebssysteme 2

You can find the timetable on the German website.

<http://www.fh-dortmund.de/de/fb/4/lehre/stundenplaene.php>

In the first line you can find the module number, followed by the kind of teaching lesson you're having (V for lecture, P for practical course, Ü for exercise and SV for a lecture together with an exercise).

At next you have the shortcut of the professor's name. Their full contact details are below the timetable.

After, there is the room number written down. At first you have the hallway called by the letter (A is the middle there the hallways are crossing). As second position you have the floor. At last you have the number of the room in the hallway.

The last point in the line is the student's letter. In order to spread up the students in the exercises all freshmen receive a letter in the first week of university. They have to go to all events with the letter they got. But don't worry, if you do not have a letter, just choose a letter on your own and mark all courses with the letter in the timetable.

If you are not able to find your room, please feel free to ask our students. They are glad to help you.

## Schedule

You can find the schedule for the **current Semester "Zeitplan"** and the **examination schedule "Prüfungsplan"** on the German Website below the headline "Pläne".

<http://www.fh-dortmund.de/de/fb/4/lehre/index.php>

## Tutorial

Some courses are having extra lessons held by students for students. They are optional but in fact they are really useful. There is an extra timetable called "Tutorium" in the timetable list.

## "Aktuelles"

Visit the Website at least once a day, to find out, whether any course is canceled.

<http://www.fh-dortmund.de/de/studi/fb/4/aktuelles.php>

## Library

### FH Dortmund



With the FH-Card you have access to the library from the FH Dortmund. You need to fill out this form ([http://193.25.18.20/benutzer\\_anmeldung/s7\\_anmeldung.html](http://193.25.18.20/benutzer_anmeldung/s7_anmeldung.html)) and afterwards you need to activate the function at the library. For that you need your identity card and your FH-Card.

Online-Catalogue and contact: <http://www.fh-dortmund.de/de/hs/servicebe/bibl/index.php>

The library for the faculty computer science is in Emil-Figge-Str. 44 on the second and third floor. You can find out the opening times on the website:

<http://www.fh-dortmund.de/de/hs/servicebe/bibl/info/EFS.php>

### TU Dortmund



You get the library card at the Information Desk in the library. You need your FH-Card and your German identity card or your passport and registration certificate.

Online-Catalogue: <https://www.ub.tu-dortmund.de/webOPACClient/start.do>

### E-Key for FB4

A possibility to get a room is to request an E-Key. With the E-Key you can open the rooms, but you are also responsible to lock the rooms when you leave.

To apply you have to send an e-mail to the student council at [ekey@fsrfb4.de](mailto:ekey@fsrfb4.de) from your students-mail account. Please note that the student council cannot handle mails from different accounts. In the mail they need your first name, your second name and your matriculation number.

After that you will get an answer with a filled in agreement. Hand the signed agreement, 25 € deposit and your certificate of enrollment to the student council. (You get the certificate of enrollment on the platform ODS.)

The room is B.E.03. At the page (<http://www.fsrfb4.de/sprechstunden>) you can check on the times

for handing out the E-Keys. They are marked with “E-Key”.

Each new term you get a request if you wish to keep the key. If you’re not answering this mail your key is blocked and you won’t get your deposit back.

## Student council

The student council is a group of students of our faculty. They help you with any questions and problems about your studies and they’re also planning some activities. You can meet them in the room B.E.03 during the following opening times:

<http://www.fsrfb4.de/sprechstunden>

## AStA



The general students committee (“Allgemeiner Studierender Ausschuss”), briefly AStA is elected and helps students by taking over some functions: the general management of students, specialized information centers for the different courses, student counseling, advice on student loans and social issues, assistance in matters for international students and housing requests. <http://www.studierbar.de/>

## Group of regulation

Each first Wednesday of the month 19:30 o'clock there is a table of regulars. The so called pub Biedermeier ist placed in Hohe Straße 61A Dortmund. Visit the website for more information.

<http://www.fsrfb4.de/stammtisch>

