

saarland-informatics-campus.de

# Tips from the study coordination

Studying in the Computer Science department

Barbara Schulz-Brünken and Rahel Stoike-Sy, 01.04.2025



UNIVERSITÄT  
DES  
SAARLANDES

**SIC** Saarland Informatics  
Campus

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WELCOME

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# Welcome at SIC

Namasté

Herzlich willkommen

欢迎

bienvenue

स्वाग  
त



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## Study coordination of the Computer Science department

- Barbara Schulz-Brünken
- Rahel Stoike-Sy
- Evelyn Kraska
- Luis Lidon
- Jacqueline Pennekamp
- Ryhene Rais (Hiwi)



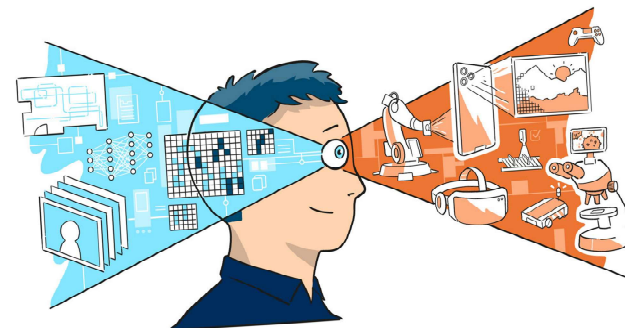
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## Master's programs in the Department of Computer Science

- Computer science
- Cybersecurity
- Data Science and Artificial Intelligence (DSAI)
- Embedded Systems
- Media Informatics
- Visual Computing



## Orientation

- Get to know your degree programme and fellow students
- StEP of the student council on April 3 and 4
- Social offers of the student council, Asta, theatre groups, music, gaming
- Ps-mint homepage

# A StEP into your student life

- **What?** The primary introductory event for CS and related subjects, delivered to you by the CS Students' Council.
- **When?** 3rd – 4th April 2025 at 9am. Yes, that's the week before lectures!
  - Important: Please arrive early / on time!

## Your most important study documents

- Examination regulations which we will look at in detail
- Subject-specific regulations
- Study regulations
- Module guide

### Study Programme Documents (Downloads)

- Examination regulations: [german](#) / [english](#)

#### **Bachelor DSAI**

- Subject-specific regulations: [german](#) / [english](#)
- Study regulations: [german](#)
- Module guide: [german](#)

#### **Master DSAI**

- Subject-specific regulations: [german](#) / [english](#)
- Study regulations: [german](#) / [english](#)
- Module guide: [german](#)

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## **Your Study Regulations and Subject-specific regulations**

Different for each study program

More in your welcome meeting later:

- Prof. Jan Reineke: Computer Science
- Dr. Ben Stock: Cybersecurity
- Prof. Isabel Valera: DSAI
- Prof. Martina Maggio: Embedded Systems
- Prof. Krüger et al: Media Informatics
- Prof. Bernt Schiele: Visual Computing



## Joint examination regulations

### Content:

#### **I. General provisions**

- Section 1 Scope
- Section 2 General information
- Section 3 Types of degree programmes
- Section 4 Student workload
- Section 5 Standard period of study
- Section 6 Modularization and ECTS credits
- Section 7 The Examination Board
- Section 8 Examiners, thesis examiners, supervisors, observers
- Section 9 Studying part-time
- Section 10 Progress checks
- Section 11 Core skills
- Section 12 Admission to the Master's programme

#### **II. Student assessments**

- Section 13 Student assessments
- Section 14 Participation in student assessments
- Section 15 Academic accommodations
- Section 16 Grading/marking of student assessments and grading system
- Section 17 Repeating academic assessments and examinations
- Section 18 Deception and plagiarism
- Section 19 Recognition of previous periods of study and earlier coursework, exam admission prerequisites and examination credits

#### **III. Bachelor's or Master's thesis**

- Section 20 Admission to the Bachelor's or Master's thesis phase
- Section 21 Subject of the Bachelor's or Master's thesis
- Section 22 Duration and deadlines
- Section 23 Procedural elements, presentation and layout of the thesis

#### **IV. Degree qualification**

- Section 24 Successfully completing the Bachelor's or Master's programme and overall grade



## Examination registration (Section 14.2)

- Registration/de-registration: in HISPOS **until one week before** the exam
- A delayed registration is not allowed!
  - withdrawal thereafter only with a medical certificate!
- You must register separately for the main exam and the re-exam

### Seminars “exams”

- Shortened registration/cancellation period : **up to three weeks after topic allocation or course start**
- A withdrawal from a seminar registration is only possible three weeks after getting the topic for presentation.

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## Excursus: variety of systems in the department

- Course catalogue of the UdS = LSF
  - List of lectures for your specific study program
  - Exam registration and de-registration
- 
- Content management system CMS
    - lectures offered for a lot of study programs
    - readings, Lecture material, tests, forum, information
- 
- Seminar Assignment System



## Grading (Section 16)

| Grade | Meaning                                    |
|-------|--|
| 1,0   | Very good (best performance)               |
| 1,3   | Very good (but just past 1.0)              |
| 1,7   | Good (better than 2.0, but not quite 1.3)  |
| 2,0   | Good (well above average)                  |
| 2,3   | Gut (aber näher an befriedigend)           |
| 2,7   | Befriedigend (ordentliche Leistung)        |
| 3,0   | Befriedigend (durchschnittliche Leistung)  |
| 3,3   | Befriedigend (knapp an ausreichend vorbei) |
| 3,7   | Ausreichend (gerade noch bestanden)        |
| 4,0   | Ausreichend (knapp bestanden)              |
| 5,0   | Nicht bestanden                            |

Examination achievements: ungraded or graded

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## Grade improvement (Section 17.5)

- if intended for a lecture
- If you still have an examination attempt
- In the same exam period
- The better grade counts

• Main exam: 3.0                      re-exam: 1.7                      Final grade: 1.7

• Main exam: 2.0                      re-exam : 3.0                      Final grade: 2.0

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## Repeating academic assessments and examinations (Section 17)

- A failed examination may be repeated twice (§17 (1) PO)
- 3 x failed = definitively failed
  - Elective or compulsory elective module definitively failed → substitutable
  - Compulsory module definitively failed → Study jeopardised



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## Right to inspect examination results (Section 16.11)

- Inspection into written assessments, examinations and thesis reports
- If not offered: request to the lecturer
- Deadline: within one month of the announcement of grades
  
- Exam inspection
  - Check correction (were any points overlooked?)
  - Analyse and reflect on what worked well and what didn't



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## Study progress and Control of progress (Section 10)

minimum requirements for full-time students:

- At least 9 credits after 1 semester
- At least 30 credits after 2 semesters
- At least 60 credits after 4 semesters
- At least 90 credits after 6 semesters

1. Warning letter: invitation for Counselling with a professor
2. Second letter: opportunity to make a written statement

Examination board takes the final decision

- a. more time to reach the minimum requirement or
- b. loss of right to participate in examinations



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## **Academic integrity**

- Central to science, teaching & studies
  - Sincerity
  - trust
  - fairness
  - respect
  - Sense of responsibility
  - Courage

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## **Plagiarism and deception - a no go!**

- Deception
  - Copying solutions from fellow students
  - Use cheat sheets in exams (if prohibited)
  - Use of calculator, internet, AI (if prohibited)

## **Plagiarism and deception – no go!**

- Plagiarising = using the ideas or words of others and passing them off as your own
  - Copying texts or code without indicating the source
  - Use AI-generated texts, code, images without labelling
  - Self-plagiarism: recycling your own older work

## **Plagiarism and deception - consequences? (Section 18)**

- Suspicion
- Opportunity to make a statement
- Preliminary examination performance like exercise sheets: Zero points, possibly no admission to the exam
- Exam
  - Entry of a 5.0, invalidity of examination results (§ 18)
  - Note in plagiarism list and student file
  - In the event of serious cheating or in the event of repetition, loss of examination entitlement possible (§18 (4) PO)

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## Part-time studies (Section 9)

- able to study for at least 50% and no more than 60% of their available working hours (Section 9 (1), PO)
- Submitting request to Whom?
  - E-mail with proof and explanation to your contact person in the Examination office who forwards it to the Examination Board
- when?
  - no later than two weeks before the enrolment or re-registration deadline



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## Leave of absence

- Semester does not count for progress control → enrolled, but not allowed to take exams
- Application must be sent to [studium\(at\)uni-saarland.de](mailto:studium@uni-saarland.de)
- Time-frame: when you re-register or during the semester; at the latest on the last day of lectures
- Application for refund of fees
- Application forms and more information:
- <https://www.uni-saarland.de/en/study/organisation/more/leave-of-absence.html>

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## **Reasonable Accommodations (Nachteilsausgleich) (Section 15)**

- Compensating for disadvantages due to disability or chronic illness
- Needs-based adaptation of study and examination conditions
- Equal opportunities for participation in studies
- individually and situationally adapted to impairments
  
- The Disability Support Service (KSB)
- <https://www.uni-saarland.de/en/administration/diversity/ksb/students/reasonable-accommodations.html>



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## Learning culture

- International
- Theoretical
- Different
  - Accents
  - teaching styles
  - exam types



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## **Tipps for successful studying**

- Take broader introductory classes in Semesters 1 & 2
- Afterwards take more specialized classes and seminars in Semesters 2 & 3
- Choose courses strategically
- Do not take more than 30 CP per semester
- Study in groups of 2-3 people

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STUDYING ABROAD

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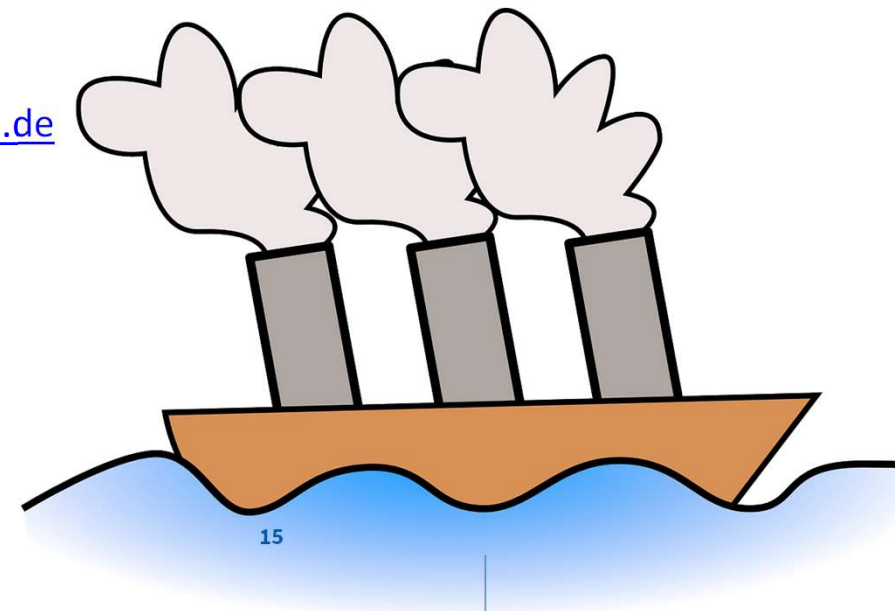
## Study abroad for 1 or 2 semesters

### Within Europe: ERASMUS

- Numerous partner universities of Computer Science
- Enquiry by 1 March (for winter semester) or 1 September (for summer semester)
- Information, contact persons, requirements:  
Study Coordination (Ms Schulz-Brünken), [erasmus@cs.uni-saarland.de](mailto:erasmus@cs.uni-saarland.de)

### Non-European countries

- Coordinated by the International Office, Gout! Service Center
- Scholarship programme UdS mobil;



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## **Joint examination office MINT**

- Administration of academic achievements: Submission of language course certificates
- Application for part-time study
- Issuing graduation documents

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## **Gemeinsames Prüfungssekretariat MINT**

- Ms. Fauß: [cs@ps-mint.uni-saarland.de](mailto:cs@ps-mint.uni-saarland.de)
- Ms. Wintringer: [cybersicherheit@ps-mint.uni-saarland.de](mailto:cybersicherheit@ps-mint.uni-saarland.de)
- Ms. Lorang: [es@ps-mint.uni-saarland.de](mailto:es@ps-mint.uni-saarland.de)
- Ms. Lorang: [mei@ps-mint.uni-saarland.de](mailto:mei@ps-mint.uni-saarland.de)
- Ms. Lorang: [dsai@ps-mint.uni-saarland.de](mailto:dsai@ps-mint.uni-saarland.de)
- Ms. Schmigielski: [vc@ps-mint.uni-saarland.de](mailto:vc@ps-mint.uni-saarland.de)
  
- <https://www.ps-mint.uni-saarland.de/de/home>

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## **Study Coordination Computer Science**

- Counselling e.g. for
- study planning
- Compensation for disadvantages, part-time, semesters off
- Recognition of examination results
- Stays abroad
- Problems during your studies (subject-related, personal or health-related)

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## Study Coordination Computer Science

- Mail [studium@cs.uni-saarland.de](mailto:studium@cs.uni-saarland.de)
  - Matriculation number: Susi Müller (7045632)
  - M.Sc. + study programme
  - Have you looked at the information sections on ps-mint and read the study and examination regulations carefully before writing your e-mail?
- Office hours: please book an online or on-site appointment: <https://www.uni-saarland.de/en/departments/departments-of-computer-science/departments.html>



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## Asta survey on student tickets

# DIE ZUKUNFT DES SEMESTER- TICKETS DEINE MEINUNG ZÄHLT!



[forms.office.com/e/FHjuZYBrmJ](https://forms.office.com/e/FHjuZYBrmJ)

Nimm bis zum 18. April an der  
Mobilitätsumfrage teil!



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