

INSTRUCTIONS FOR COURSE SELECTION

Courses and Projects for Exchange Students.....	1
Course Selection rules and recommendations.....	1
To do	2

General Information: Courses and Projects for Exchange Students

- **Engineering courses taught in English:** list of courses and module descriptions [here](#)
- **Research project:** If you are interested in participating in a research project in the School of Engineering, please follow the procedure as described [here](#).
- **Courses in other subject areas:** For an overview of courses taught in English in other fields of study such as Business, Logistics, Informatics, Life Sciences, please click [here](#).
- **Engineering courses taught in German:** Students with adequate German language proficiency (recommended B2 level or higher) are eligible to participate in engineering courses taught in German. **Please note** that you can only get ECTS Credits for complete modules as listed in the study and exam regulations of the respective study programme, not single courses from a module. The final choice of modules has to be completed before the start of lectures with no possibility to make changes later. An [overview of courses](#) (Studien- und Prüfungsordnung) plus detailed [module descriptions in German](#) (Modulhandbuch) are provided for each Engineering study program. If you would like to display lecture dates in the WebUntis online time table, select “TEC Technik” in the drop-down menu below “Fakultät”. Next you go to the drop menu below “Semester” and select the study program and semester.
- **German and other foreign languages:** The Institute for Foreign Languages offers language courses on various levels, workshops, intercultural trainings and a lot more. Updated time tables will be published some weeks before the start of the semester on the [IfF website](#).

Course selection rules and recommendations

- In general, it is possible to select lectures, laboratories and projects across the different engineering study programs and study levels. I.e. a Bachelor level student may participate in Master level courses provided previous knowledge in the relevant fields.
- Make sure that you have the required previous knowledge for course participation. Pre-requisites are given in each module description. Some courses don't require any previous knowledge.
- Participation in courses offered by a school/faculty other than Engineering is generally possible, however subject to sufficient capacities and approval by the relevant school.
- When drawing up your individual timetable, please keep in mind that the average workload for German students is 30 ECTS per semester.
- Registration for **language courses will be done separately from the registration for Engineering courses**. For the course registration procedure, please visit the [IfF website](#).

- **Is it possible to add and drop courses after arrival?** Yes! Generally, it is possible to add or drop courses during the first two weeks of lectures. The preliminary course selection serves the purpose to assess if the number of seats for exchange students in a course suffices. Moreover, certain courses will only be taught in English if demanded by a certain number of exchange students. You will receive a notification after submitting your course selection, if participation in the selected courses is possible.

To do

1. Please make a (preliminary) choice of courses you would like to attend during your exchange semester. Please make sure to check the online timetable for overlapping lecture dates before submitting your individual timetable!

! IMPORTANT NOTE ! Updated timetables for the following semester are typically available from

- End of January (Summer Semester start)
- Mid-September (Winter Semester start)

Operating instructions for the [online time table](#):

- Click on “Stundenplan”, select “TEC Technik” in the drop down menu below “Fakultät”.
- Next you go to the drop menu below “Semester” and select “Exchange Student TEC (6EXS-9TEC)” to display all lectures taught in English.
- You also have to select the correct lecture week (“Woche vom”).

2. **Please submit your online course selection** via email to Nadja Lobensteiner (nadja.lobensteiner@reutlingen-university.de) by

- February 25 (Summer Semester start)
- September 15 (Winter Semester start)

3. Your course selection will be evaluated.

Once your international coordination has approved your course selection, **please sign up for all your courses on the moodle platform RELAX. Click [here](#) for further instructions.**

If your home university requires a **learning agreement**, please send it to your international coordinator in the School of Engineering ahead of the start of lectures.

4. Please attend the courses you have selected from the first week of lectures