Studying in Germany
Studying at the University of Bonn

Britta Förster, M.A. | Central Study Advisory and Counseling Service (Zentrale Studienberatung)
WHAT ARE WE TALKING ABOUT TODAY?

1. ‘STUDY CULTURE’
2. ORGANIZING YOUR STUDIES
3. COUNSELING & SERVICE
‘STUDY CULTURE’
Interactive education system

• Active learning attitude expected

• High level of autonomy & self-reliant studying expected
Research skills

• Critical selection, analysis & presentation of information

• Assessment of trustworthiness & relevance of sources (Internet sources in particular)

• Importance of transdisciplinarity
‘STUDY CULTURE’

Time management

• Daily / weekly workload not controlled by anyone

• Time management = one key factor for studying successfully

• Workshop on time management (“Zeitmanagement”) (e. g. offered by the Central Study Advisory and Counseling Service)
‘STUDY CULTURE’

Improving digital studies

uni-bonn.de/besser-digital-studieren

uni-bonn.de/be-empowered

Be EmPOWERed!


Wir haben für euch kostenlose (digitale) Angebote der Uni Bonn und anderer Anbieter*innen zusammengestellt, die euch genau diese Kompetenzen vermitteln. Unsere Selbstlernangebote und Trainings liegen in den Bereichen:

- #SkillPOWER (u.a. Zeitmanagement, Lernstrategien, Studienorganisation)
- #HealthPOWER (u.a. Gesund studieren, Entspannung, Selbstreflexion)
- #SocialPOWER (u.a. Austausch, Zusammenarbeit, Studienleben)
- #FuturePOWER (u.a. Entscheidungen treffen, Selbstreflexion, Studienzwiefel, Übergang Bachelor – Master / Beruf)
Attendance & active participation

- No *universal* compulsory attendance

- Attendance regulations announced in online course catalogue “BASIS” → [basis.uni-bonn.de](http://basis.uni-bonn.de)
Attendance & active participation

• ‘Qualification goal’ of a class often believed to be hardly achievable without regular attendance & active participation!

• Aim: Development of key skills
  → essential skills for future job
  → development of key skills requires a high level of (inter)activity
Getting in touch with teachers

- Via consultation hours (currently via phone or Zoom)
- Urgent questions can usually be asked after (or during) class

Check out departmental website(s) for contact information!
ORGANIZING YOUR STUDIES
“Vorlesung”/ “Plenum” | Lecture

• Presentation of a particular topic

• Larger audience

• Little to no interaction between students and instructor

• Autonomous revision of lectures expected
“Seminar” | Seminar

• Discussion on a specific topic led by instructor

• Limited number of participants

• Discussions & active participation expected
“Übung”/ “Tutorium” | Tutorial

• Training skills in preparation for an exam

• Intensive discussion & teamwork

• Practicing subject matters taught in lecture / seminar
ORGANIZING YOUR STUDIES | “S.T.”/ “C.T.”

s.t. (“sine tempore”) = without time = **at the stated time**

c.t. (“cum tempore”) = with time = **15 minutes later**

*Akademisches Viertel* = “academic quarter of an hour”

→ Example:
10 s.t. = 10 am
10 c.t. = 10:15 am

→ Check course announcements in BASIS (online course catalogue)!
German grading scale

- 1.0 - 1.5 = “very good”
- 1.6 - 2.5 = “good”
- 2.6 - 3.5 = “satisfactory”
- 3.6 - 4.0 = “sufficient”
- 4.1 - 5.0 = “fail”
Getting to know your degree program (structure, possible focus areas, ...)

- “Studien(verlaufs)pläne“ (study schedules)
- module guides
- examination regulations

→ Website of your degree program on uni-bonn.de/studienangebot
Uni-ID = Your personal Uni Bonn account

Generated automatically after enrollment & payment of semester fee

Included in letter with your student ID
→ 1st page, top right corner (next to postal address)
→ + automatically generated password

Uni-ID needs to be activated!

More information:
hrz.uni-bonn.de/en/services → Identity management → Uni-ID
Your Uni-ID = your personal Uni Bonn email address!

→ Uni-ID@uni-bonn.de

To be used as soon as your Uni-ID has been activated: mail.uni-bonn.de

Your Uni-ID gives you access to all central digital services:

• Personal uni e-mail account
• BASIS
• eCampus
• Sciebo Cloud-Service
• ...

The HRZ IT help desk is happy to help you via phone and email!
😊
+49 (0)228 73 2751
info-hrz@uni-bonn.de
Course registration
→ Uni-ID required
→ Registration can be withdrawn  → Mind the ‘withdrawal period’ 😊

Exam registration
→ Uni-ID required
→ No automatic or compulsory exam registration
→ Registration can be withdrawn  → Mind the ‘withdrawal period’ 😊
Business Communication - Single View

Nr. 566002401 Seminar WiSe 2021/22 2.0 Hours per week in term
Language English
Präsenz/digital digital Event
Curricula: Kein Abschluss Pool I: Anglistik Kein Abschluss Pool Institut VI
Dozent: Nadja Izzaamouna

Day Time Room Lecturer Max Remarks Duration
Wed. 16 (c.t.) to 20 woch

application period:
1. Belegungsphase Phil.Fak. 23.08.2021 - 01.09.2021
2. Belegungsphase Phil.Fak. 06.09.2021 - 15.09.2021
Nachbelegungsphase Phil.Fak. 25.10.2021 - 02.11.2021

Remarks:
Applied linguistics and business communication studies create a field for researching the use of language in business and verbal specifics of business communication which is Business Linguistics. This course is designed to give students a comprehensive view of communication within the business context. Our focus is, the language use at the workplace. Students will deal with business issues from a scientific and linguistic perspective. In this class, we will have the chance to work on case studies and previous linguistic research related to business in order to enhance the critical thinking and discourse analysis skills. Topics like BELF (Business English Lingua Franca) for example will be tackled.

This class will be taught online.

Description:
As requirements for this course, the student is expected to make an individual/group presentation and an individual term paper proposal which will be presented during the last two teaching weeks of the term.

Exams / Modules:
556102401 Applied Linguistics S
506112101 Appl. Ling. S
506113701 Applied Linguistics S

Department: Institut für Anglistik, Amerikanistik und Keltologie
BASIS support & FAQ
→ basis-support.uni-bonn.de

Your Fachstudienberatung (subject advisor) will be able to help you if there are any questions or problems!
uni-bonn.de/fachstudienberatung
• Electronic teaching and learning management system

• Additional to online course catalogue BASIS

• Upload of course material

• Communication tool between teachers and students
ORGANIZING YOUR STUDIES – SCIEBO (CAMPUS CLOUD)

→ hrz.uni-bonn.de/en/for-students
COUNSELING & SERVICE

Reach out!
COUNSELING & SERVICE

Advising and Service

The University of Bonn offers a wide range of advising opportunities and services for you to use at all stages of university studies. Our advising and service network is here to help you with everything related to academic orientation, application and enrollment, degree progression, academic problems, personal challenges, study abroad and career counseling. These services are supplemented by various student-run advisory bodies in the areas of funding, housing and social affairs.

Subject-Specific Study Advisory Services

The subject-specific study advisory services provide help with detailed questions concerning program contents and progressions, modules and examination regulations, and the opportunities for setting academic priorities during your studies.

Central Study Advisory and Counseling Service

The Central Study Advisory and Counseling Service (ZSB) guides prospective students through the process of gathering information and making decisions, offers advice on choosing a degree program and applying for admission, and helps new students get started at the University. For current students, it serves as a general resource providing guidance and support in periods of academic re-orientation and when students experience doubts about their studies or personal problems.

Student Registry

The Student Registry is responsible for handling applications, admissions and enrollments. It manages lists of absences, deregistrations, data changes and semester fee documents as well as many other issues in student management.

Advice and support from fellow students

Student councils

The student councils provide information and support from the student’s perspective. Student councils are a point of contact, especially for foreign students, because their activities at the start of studies offer good opportunities to forge initial contacts and familiarize yourself with the University environment. Many student councils also offer study tips, help arrange language exchanges and learning partnerships, and organize subject-related activities.

General Students’ Committee (AGA)

Aside from representing students' political interests, the General Students’ Committee (AGA) advises on issues related to learning, teaching, and examinations. The AGA is the place to go for help and advice on just about any issue.

International Office

The University of Bonn’s International Office is the contact point for all issues regarding studies and the University’s international programs and activities. Here is what do I plan to study abroad? What are the potential destinations? How do I pay for everything? How do I study abroad? The best possible way? Comprehensive counseling services are also available for international students to help them structure their studies in Bonn in the best possible way.

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Zentrale Studienberatung – “ZSB”
(Central Study Advisory and Counseling Service)

Individual. confidential. Unbiased

• We are happy ...
  ... to answer all your questions around studying
  ... to refer you to the right contact for your inquiry

• Workshops & seminars (in German)
  → Time Management (= “Zeitmanagement”)
  → Successfully Mastering Exams (= “Prüfungen erfolgreich meistern”)
  → Learning Strategies (= “Lernstrategien & Co”)

uni-bonn.de/zsb
COUNSELING & SERVICE

TACKLING PROBLEMS, FINDING WAYS FORWARD.

Psychological Counseling

In personal meetings, you can obtain counseling – including preventive advice – regarding psychological concerns, insecurities or problems that can have a negative impact on your quality of life or academic success. Our counselors will help you develop new perspectives, your own constructive solutions and strategies to tackle challenges. If needed, we can also advise you on finding therapy and/or put you in touch with someone who will be able to help. In addition, you can take advantage of our group sessions, which focus on specific issues and target groups.

Come and seek counseling early so that your problems do not fester.

Our counselors

Dipl.-Psych. Claudia Kerp, (PP)
pb-zsb@uni-bonn.de
2.217
Quintusstrasse 1
S3115 Bonn, Germany

Laura Neufeldt, M.Sc. (PVA)
pb-zsb@uni-bonn.de
2.218
Quintusstrasse 1
S3115 Bonn, Germany

Dipl.-Psych. Anne Zilligen (PP)
pb-zsb@uni-bonn.de
2.218
Quintusstrasse 1
S3115 Bonn, Germany

Further counseling services and emergency contacts

You can find a selection of the counseling services and institutions available in Bonn in several places, including our Psychosocial Counseling flyer.
Fachstudienberatung
(subject-specific study advisors)

Subject-specific advice & information

→ your course of studies, choice of focus areas, ...

→ your individual class schedule

→ coordinating more than one subject/ degree program

uni-bonn.de/fachstudienberatung
Fachschaften
(Departmental student councils)

• Representing student interests of a certain degree program

• Connecting co-students, providing orientation

• Contact & advice for new students

uni-bonn.de/fachschaften
Allgemeiner Studierendenausschuss “AStA” (General Students’ Committee)

- Social services / counseling
- i.a. international student affairs
- AStA shop
- ... and much more

asta-bonn.de
Career Center

- Focusing on transition from student life to professional life
- Seminars on career orientation and career entry planning (job application, job interviews, etc.)
- Consultation hours usually once a week (advice on job orientation and job entry)
- In German - B2 level recommended

uni-bonn.de/careercenter
We offer for international students:

- Intensive Career Program
- Events for all international students
- Grammar correction of job applications
- Information about career entry

+ much more support!

More info: [www.uni-bonn.de/istart](http://www.uni-bonn.de/istart)
E-Mail: start@uni-bonn.de

Pictures sources: Freepik, iconixor, Eucalyp, Smashicons by https://www.flaticon.com

Financed by [DAAD](https://www.daad.de) Deutscher Akademischer Austauschdienst German Academic Exchange Service
Writing term papers & other academic texts

• **Schreibberatung (Writing Consultation)**


• Ask your Fachstudienberatung (subject advisor) about **contact persons** (e.g. tutors) at the department offering guidance and help
COUNSELING & SERVICE

**Literature** divided into

→ main library

→ departmental libraries
Departmental libraries

- *Specific* literature
- Free of charge
- ‘Offline use’ and ‘online use’
Universitäts- und Landesbibliothek ("ULB")
(Main library | University and State Library)

• *Broad* body of literature

• Free of charge

• ‘Offline use’ and ‘online use’
Digital guided tours in *German or English* on how to use the library

- via Zoom, approx. 20 minutes
- Registration: [ulb.uni-bonn.de/de/informationen-fuer/erstsemester](https://ulb.uni-bonn.de/de/informationen-fuer/erstsemester)

**Main library (ULB)**
- October 6, 2 p.m. (German)
- October 12, 2 p.m. (German)
- October 15, 2 p.m. (English)
- October 18, 2 p.m. (German)
- October 20, 2 p.m. (English)
- October 26, 2 p.m. (German)

**MNL branch library for medicine, natural sciences and agriculture**
- October 12, 2 p.m. (German)
- October 14, 2 p.m. (English)
- October 18, 2 p.m. (German)
- October 21, 2 p.m. (English)
- October 27, 2 p.m. (German)
Starting your studies

Starting university is a personal and unique experience — a new chapter in life that’s exciting, opening up myriad new opportunities in parallel. We have put together everything you need to successfully settle into university in Bonn.
WEB PORTAL “STARTING YOUR STUDIES” (DE | EN)
UNI-BONN.DE/STUDIENSTART

Organizing your studies
Navigating the formalities, settling into university life, planning the start to your studies – you will find tips on ideal organization of your studies and additional information and advice here.

Counseling & service
You still have questions but don’t know who to ask? This overview will help you navigate key topics and contacts.

University life
Your studies have started, and now it’s time to discover your lovely new university city on the Rhine. Comprehensive information about university life can be found in this section.

International Study Programs in Bonn
You are an international undergraduate, postgraduate or doctoral student interested in studying at the University of Bonn? International Study Programs in Bonn can provide support and advice. Our pages contain information on the various programs and formalities involved with studying for an undergraduate, postgraduate or doctoral degree at the University of Bonn.

Study and Internship Abroad
There are many ways to make a stay abroad part of your studies: through spending a semester abroad in Helsinki, doing an internship in Chile or carrying out research for a thesis in Africa. International Outbound Mobility advises and supports you in your individual plans, while of course bearing in mind the current restrictions.

Go to Portal for International Students
Study and internships abroad
“STUDIENKOMPASS 2021-22” (IN GERMAN)

→ Download PDF: uni-bonn.de/starting-your-studies

Get your personal printed copy at the “University of Bonn Infobox“! 😊
→ Poppelsdorfer Allee 49
THANK YOU FOR YOUR ATTENTION!
HAVE A GREAT TIME IN BONN!
ANY QUESTIONS?
### NEXT EVENTS

**Wed, Oct 6**
- 9 - 10.30 a.m. **Studying at the University of Bonn for Erasmus and Global Exchange students**
- 1 - 2 p.m. Info session “German Courses”
- 2 - 3 p.m. Info session “Digital Services at the University”
- 6 p.m. Werewolf Game Night

**Thu, Oct 7**
- 10 - 11 a.m. Q&A “City Registration and Broadcasting Fee”
- 2 - 3 p.m. Info session “Health Insurance and Doctor’s Appointments”
- 6 p.m. Online Pubquiz

**Fri, Oct 8**
- (Meeting the Erasmus Departmental Coordinators)
- 10 - 11 a.m. Q&A session “Accommodation”
- 3 p.m. Hike to Drachenfels Hill

[uni-bonn.de/welcomedays](uni-bonn.de/welcomedays)