#### Dear students,

we would like to send you the latest information about your studies in a newsletter that will be published at the beginning of each semester. However, please always consult the following website:

https://www.mh.tum.de/en/mh/academicprograms/sports-and-health-sciencesprograms/

If you have any questions, please do not hesitate to contact us:

studium.gsw.sto@mh.tum.de

We wish you a successful start to the 2024 summer semester!

Best regards

Your Team at the Student Advisory Office

### General information about the M.Sc. courses

#### School of Medicine and Health (MH)

The School's new website can be accessed at <u>https://mh.tum.de/</u>. As usual, you can find information on the degree programs in the "Academic Programs" section under the heading "Sports and Health Sciences Programs". The page is currently still under construction, so the information can be found temporarily at <u>https://www.hs.mh.tum.de/en/mh/study-programs/</u>.

The email addresses for the individual teams of the Student Office, which organizes study programs, have also changed (the old addresses can still be reached for the time in-between) and can be found on the website.

#### Course Guidance

Student advisors Annette Bauer and Stefan Unzeitig are happy to help with any issues you may have about your studies. Current information and office hours of the student advisory service can be found updated daily under: <u>https://www.hs.mh.tum.de/en/mh/study-programs/student-advisory-service/</u>.

The Student Advisory Service team will be happy to answer any questions you may have about your studies at: <u>studium.gsw.sto@mh.tum.de</u>.

#### Academic Matters

Please note the information and guidelines on study related matters (free electives, final thesis, recognition etc.) on the page of your course of study under "Information & Downloads":

https://www.hs.mh.tum.de/en/mh/studyprograms/students/study-programs/master-courses-msc/.

#### Communication and e-mail etiquette

Communication of information for studies is always done through the official channels of TUM, this includes essential information from the school. Therefore, check the website and your TUM e-mails regularly.

In addition, we recommend joining the <u>Ma-trix-Chat groups</u> for each degree program. In these groups you can exchange ideas on any topic, share information about events, part-time jobs, internships, etc., and you will also receive news about your studies.

Check back regularly: master\_health\_science (mhs:tum.de) or master\_sport\_science (mes:tum.de). Instructions for the Matrix-Chat as well as links to mobile and desktops apps can be found at https://wiki.ito.cit.tum.de/bin/view/CIT/ITO /Docs/Services/Matrix/.

For data protection reasons, students are requested to use only their own TUM email address when communicating with university institutions.

Considering the following points for your email inquiries within the scope of your studies will facilitate the assignment and processing of your request and enable respectful communication:

- Choose a relevant subject.
- Begin the e-mail with a friendly salutation.
- Use a greeting at the end.
- Sign your name to the e-mail.
- Include your matriculation number and degree program.
- Proofread your e-mail before sending it.
- Use complete sentences and paragraphs to increase readability.
- Name documents with your last name when sending them as attachments.

Please refrain from sending duplicate and multiple requests to different e-mail addresses and persons, as this increases the workload and coordination effort.

#### Note on the Transcript of Records

Incidentally, the number of failed attempts of an examination is not displayed in the Transcript of Records, only the passed achievements, see: § 26 APSO.

### Internationalization: Study abroad

We are pleased to introduce our new Moodle course "Study Abroad".

Here you will find the latest information on study abroad, information events organized by the School and the TUM Global & Alumni Office, current innovations and online modules that you can take at international partner universities. Register and don't miss any application deadlines: <u>https://www.moo-</u>

dle.tum.de/course/view.php?id=97282

Of course you can also find all the information on our homepage at: <u>https://www.mh.tum.de/en/mh/homep-</u> age/

### Information for the 2nd semester

According to § 38 FPSO at least one of the basic module examinations listed in Annex 1 must be passed successfully by the end of the second semester.

Please note the early deadline in June: <u>bachelor's degrees</u> must be submitted by this date if not already done. Otherwise, a re-registration freeze will take effect and registration for courses in July will not be possible. Therefore, it is too late to provide proof of the bachelor's degree until the end of September. For students who obtained their sport or health bachelor's degree at TUM, an e-mail to <u>studium@tum.de</u> is sufficient.

According to § 16 of the APSO, the <u>recog-</u> <u>nition of achievements</u> from previous studies must be applied for in the first year of study, i.e. within the first two semesters. Further information can be found on the study program website in the section "Information and Downloads".

M.Sc. Health Science: Registration for the examinations of the modules in Applied Research is only necessary in the third semester (i.e. in the winter semester). Exception is the module Economic Evaluations of Health Care Programs: the exam "Economic Evaluations of Health Care Programs - written exam" is scheduled for the second semester, the exam "Economic Evaluations of Health Care Programs" for the third semester.

#### Information for the 4th semester

Information on the Master's Thesis (registration form, guidelines) according to § 46 FPSO can be found on the website of your degree program under "Information & Downloads".

If you have completed all examinations, your Master's degree certificate and other graduation documents will be issued after the deadline for grades has passed (it is not

necessary to notify the grade and examination management). You have the possibility to apply for a graduation certificate (provisional certificate) at the central graduation office, which can usually be issued immediately. Further information can be found at <u>https://www.tum.de/en/studies/graduation/documents</u>.

In particular, we want to point out the Career Day of the school MH on 11th June 2024 from 10am – 3pm. Grab the chance to network with potential employers and listen to talks about their daily work life and other interesting job related topics. More information under <u>https://www.mh.tum.de/en/mh/studium/s</u> <u>port-und-gesundheitswiss-</u> <u>studiengaenge/aktuelle-informatio-</u>

<u>nen/events/career-day/</u>.

#### Deadlines

Course Registration Period WiSe 2024/25:

Advanced semesters:

16.07.2024 - 19.07.2024

1<sup>st</sup> (3<sup>rd</sup>) semester:

07.10.2024 - 08.10.2024

All deadlines and information are available at:

https://www.hs.mh.tum.de/en/mh/studyprograms/news/

https://www.hs.mh.tum.de/en/mh/studyprograms/students/information-aboutcourses/

Enrollment deadline:

Students should register for the following winter semester by August 15th, 2024.

Grade deadline for the winter semester 2023/24 is May 3<sup>rd</sup>. The achievements will be validated promptly in TUMonline.

Exam Registration Period SuSe 2024:

04.05.2024 - 30.06.2024

Examination Period SuSe 2024:

20.07.2024 - 10.08.2024

All deadlines for the summer semester can be found at: <u>https://www.hs.mh.tum.de/en/mh/study-</u> programs/news/